

REPORT TO CABINET

Open		Would any decisions proposed:			
Any especially affected Wards	Discretionary	Be entirely within Cabinet's powers to decide		YES	
		Need to be recommendations to Council		NO	
		Is it a Key Decision		YES	
Lead Member: Cllr Alistair Beales E-mail: cllr.alistair.beales@west-norfolk.gov.uk			Other Cabinet Members consulted: Cabinet		
			Other Members consulted: E&C Panel		
Lead Officer: Jemma Curtis E-mail: jemma.curtis@west-norfolk.gov.uk Direct Dial: 01553 616716 Lead Officer: Nicola Cooper E-mail: Nicola.cooper@west-norfolk.gov.uk			Other Officers consulted: Executive Director (place), Assistant Director Housing, Regeneration & Place.		
Financial Implications Yes	Policy/ Personnel Implications No	Statutory Implications NO	Equal Impact Assessment YES If YES: Pre-screening/ Full Assessment	Risk Management Implications No	Environmental Considerations Yes
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)					

Date of meeting: 15 January 2024

WEST NORFOLK INVESTMENT PLAN (UK SHARED PROSPERITY FUND) AND RURAL ENGLAND PROSPERITY FUNDING: PROGRAMME UPDATE AND 2024/25 PRIORITIES

Summary

At its meeting on 7 February 2023, Cabinet approved the programme of investment for UK Shared Prosperity Funding (UKSPF) for 2022/23 and 2023/24 and for Rural England Prosperity Funding (REPF) for 2023/24 and 2024/25. This report sets out the proposed spending priorities for UKSPF in 2024/25 to facilitate both continued programme delivery and the introduction of new projects.

Additionally, the report provides a review of REPF programme delivery including a forward look to 2024/25 and procedures in place to ensure full investment spend by 31 March 2025.

For both funding programmes it is essential to agree the best approach for expediting any 'in year' programme adjustments that may become necessary to ensure achievement of full spend in 2024/25 by the government deadline of 31 March 2025.

Recommendation

Cabinet is recommended to:

1. Approve the projects for allocation of UKSPF funding of £1,062,709 for 2024/25 against the agreed interventions contained in the West Norfolk Investment Plan (WNIP) as set out in section 3 and 4.
2. Approve the REPF funding of £225,000 for Active Travel projects in 2024/25 as set out in Table 6

3. Delegate authority to the Assistant Director for Regeneration, Housing & Place in consultation with the Portfolio Holder for Business to approve in year budget reallocations of UKSPF funding for 24/25 to ensure fulfilment of spend. (Section 7).

Reason for Decision

To ensure timely delivery of two complementary government grant funding streams in line with government guidance, West Norfolk Investment Plan, the Rural Addendum and Corporate Business Plan objectives. The UKSPF will support residents and business to; build pride in place, high quality skills training, supporting pay, employment, productivity growth and increasing life chances. REPF will support investment in micro and small enterprises in rural areas and in the development and promotion of the rural visitor economy, enhancing active travel provision in rural areas, investing in capacity building and infrastructure support for local rural groups and supporting volunteering and social action groups in rural communities.

1. Background

- 1.1 UK Shared Prosperity Funding (UKSPF) investment supports the government's commitment to levelling up all parts of the UK and is administered via the Department for Levelling Up Housing and Communities (DLUHC). On 6 December 2022, Government approved a capital and revenue allocation of UK Shared Prosperity Funding for King's Lynn and West Norfolk of £1.836m for three years 2022-2025. This funding was awarded against the priorities identified within the West Norfolk Investment Plan (WNIP), as approved by Cabinet in July 2022 (see section 2). This plan provides a framework for local investment of UKSPF to support local strategies and existing partnerships, and draws on the experience of previous programmes and investment delivery.
- 1.2 Rural England Prosperity Funding (REPF) is a two year top up to UKSPF to address the particular challenges that rural areas face from 2023-2025. This is a DEFRA fund and is administered by DLUHC. A Rural Addendum, which sets out the additional rural specific priorities for West Norfolk, over and above that established as part of the West Norfolk Investment Plan, secured an allocation of £1,496,455 from the Rural England Prosperity Fund on 6 April 2023, in addition to the UKSPF award. REPF provides capital funding only, must be invested into eligible rural areas as defined via [DEFRA's Magic Map](#), and must be spent on lasting assets such as buildings or equipment.
- 1.3 The Borough Council is the 'Lead Local Authority' (LLA) for the management, delivery and administration of UKSPF and REPF investment across King's Lynn and West Norfolk. The funds can be used to complement both each other and alternative government funding streams including Towns Fund, Levelling Up Fund and other national employment and skills funding support. The funding cannot be used for statutory provision and REPF cannot be invested into projects that have been in receipt of other DEFRA funding.
- 1.4 Since the government's approval of the UKSPF WNIP in December 2022, the Regeneration & Economic Development team have been progressing delivery of UKSPF & REPF in accordance with the programme approved by Cabinet in February 2023. In determining the priorities for 2024/25, the team have evaluated the successful delivery to date, any lessons learnt, engaged with

stakeholders through the SPF Partnership Group and considered the priorities identified in the new Corporate Strategy,

2. West Norfolk Prosperity Funding: Local Investment Priorities and Interventions

2.1 The West Norfolk Investment Plan (WNIP), which guides local investment of Prosperity Funding, sets out local priorities across four key themes:

Table 1: West Norfolk Investment Plan: Priorities for Investment

<p>Leading as a Centre of Excellence for the Visitor Economy</p> <ul style="list-style-type: none"> • With a culture-led approach to leverage culture & heritage assets • Positioning King’s Lynn & West Norfolk as Cultural Destination • Driving innovation & productivity in Tourism & Hospitality 	<p>Embedding approaches that are Active, Clean & Green</p> <p>With benefits for residents and local businesses:</p> <ul style="list-style-type: none"> • Protecting/enhancing natural environment • Domestic efficiency/sustainability • Transport to get to and from work • Business transformation and re-training
<p>Strengthening local enterprise and innovation systems</p> <p>Sector wide, but with specific focus on sector/workforce/value chain strengths:</p> <ul style="list-style-type: none"> • Food (agriculture, food processing & manufacturing, food service & retail) • Manufacturing • Health 	<p>Supporting people to access opportunities.</p> <ul style="list-style-type: none"> • Creating better quality, higher skilled jobs across sectors • Supporting people into employment and volunteering opportunities • Improving skills that employers need

2.2 UKSPF includes three investment priority areas:

- Communities & Place,
- Local Businesses,
- People & Skills.

The first two priority areas form part of the UKSPF programme across all three years, whilst People & Skills comes into play in 2024/25 only. A ‘menu’ of interventions sits underneath each of these priority areas and the most appropriate interventions (denoted by E numbers) were locally selected as part of the West Norfolk Investment Plan to align with the identified local priorities (Table 2). Local investment across the 2022-2025 programme is guided by these intervention areas and is measured by associated UKSPF outputs and outcomes; metrics that are measured locally to demonstrate investment impact.

Table 2: West Norfolk UKSPF Priorities and Intervention Areas.

UKSPF Investment Priority: COMMUNITIES & PLACE

E1: Improvements to town centres & high streets including better accessibility

- E6: Local arts, cultural, heritage & creative activities
- E9: Impactful volunteering and/or social action projects
- E13: Community measures to reduce the cost of living
- E14: Relevant feasibility studies

UKSPF Investment Priority: LOCAL BUSINESS

- E17: Development & promotion of visitor economy
- E19: Investment in research & development at the local level
- E23: Strengthening local entrepreneurial ecosystems
- E29: Supporting decarbonisation
- E30: Business support measures to drive employment growth

UKSPF Investment Priority: PEOPLE & SKILLS

- E33: Employment support for economically inactive people
- E34: Courses including basic, life & career skills
- E37: Tailored support for the employed to access courses
- E38: Local areas to fund local skills needs

- 2.3 REPF includes two investment priority areas: Rural Communities and Rural Businesses. As with UKSPF, a selection of interventions sits underneath both priority areas and, as part of the consultation and evidence analysis in setting out the challenges and opportunities facing the rural areas in West Norfolk in the rural addendum, the following REPF interventions were locally selected based their alignment with local priorities. Rural investment is also measured by associated outputs and outcomes.

Table 3: West Norfolk REPF Priorities and Intervention Areas.

REPF Investment Priority: RURAL COMMUNITIES

E7: Active Travel Enhancements in the local rural area e.g. creation of new footpaths and cycleways/ upgrading of existing footpaths and cycleways, particularly in areas of health need.

E11: Community grants for capacity building & infrastructure support for local civil society and community groups e.g. net zero infrastructure, catering kitchens in community hubs, resilience infrastructure to protect against natural hazards.

E9: Community Grants for impactful volunteering & social action projects to develop social and human capital in local places e.g. purchase of equipment, premises improvements to enable groups to operate.

REPF Investment Priority: RURAL BUSINESSES

REPF: Small scale investment in micro and small enterprises in rural areas e.g. net zero infrastructure, diversification of farm businesses, creation/ expansion of rural leisure and tourism, investment in food processing equipment, resilience infrastructure to protect businesses against natural hazards.

E17: The development and promotion of the visitor economy e.g. development of local visitor trails and infrastructure such as information boards and visitor centres, development of local tourist attractions and visitor experiences based on the local offer.

3. UKSPF Programme 2024-25

- 3.1 UKSPF provides the flexibility for places to invest across a range of activities which represent the right solutions to the locality. The WNIP identified the interventions, outputs and outcomes that we aim to deliver to best meet the priorities identified in Table 2 for the period 2022-25. At the stage of developing the WNIP there was no requirement to identify specific projects to be delivered under the interventions. In February 2023 cabinet approved a programme of proposed UKSPF investment for 2022 – March 2024. It is now necessary for Cabinet to review a final programme of investment for the period from April 2024 to March 2025.
- 3.2 The projects proposed for UKPSF investment in 2024/25 are set out in Table 4 with an indicative funding allocation against each project, subject to procurement processes where applicable. The projects identified for 2024/25 are those that are considered deliverable in terms of spending and capacity to achieve UKSPF outputs and outcomes and align with existing projects and priorities already underway. The 2024/25 UKSPF allocation includes a minimum capital threshold of 20%.
- 3.3 The projects identified have been evaluated against our priorities set out in section 2. Table 4 shows allocation of UKSPF funding for projects within each of the investment priority areas of Communities & Place, Local Business, and People & Skills.
- 3.4 Investment in the UKSPF People & Skills priority and associated interventions commences in 2024/25. This is reflective of the WNIP funding profile (2.2). Two project allocations within this investment priority area for 2024/25 have already been approved by Cabinet on 31 October 2023 for the Boost project and Year 2 of the West Norfolk Training Grants project. Table 4 sets out project recommendations for the remaining budget allocation under People & Skills.
- 3.5 Part of the 2024/25 programme represents a continuation of 2022-24 projects with the addition of new projects which are currently under development. Projects/programmes which received UKSPF funding in 2023/4 have been required to submit quarterly monitoring and evaluation returns with their claims to ensure delivery against the agreed outputs and outcomes is being achieved. Appendix 1 details the outputs and outcomes achieved to date from projects that have received funding in 23/24 and support is proposed into 24/25.
- 3.6 Project calls and project establishment will be expediated within the last quarter of the 2023/24 financial year to facilitate efficient final year delivery. The indicative funding allocations against each project are subject to some level of movement as project plans develop and delegated authority is sought based on in principle allocations and the priority project areas identified.

Table 4: Summary of UKSPF Projects for 2024-25

COMMUNITIES & PLACE APRIL 24 – MARCH 25		Delivery method	REVENUE	CAPITAL	TOTAL
E1	Rail to River Art Trail A Town's Fund project to improve the quality of the public realm between the railway station and the river. UKSPF investment provides additionality specifically within the Purfleet Street area.	Direct delivery		£2,000	£2,000
E1	Love Your Town A grant scheme for projects which encourage activity in the three town centres, help generate footfall and a create wider sense of pride.	Partnership with Norfolk County Council	£9,000		£9,000
E1	The Place Pop Up Shop and Business Hub (Improvements to town centres & high streets) Low cost pop-up space in King's Lynn for developing businesses to test markets and receive business support, the provision of hot desk and meeting facilities, cultural activities and a one stop shop for multi-agency provision. Addition of part time support role, match funded by KL BID, included in 2024/25.	Third Party - King's Lynn Business Improvement District	£6,264		£31,500
E6	Riverfront Cultural Programme Funding allocation towards Riverfront Cultural Programme Phase 2: Establishment of a Placemaking strategy and development of a programme of priority projects	Direct Delivery	£16,000		£16,000
E6	Guildhall Activity Programme Grant contribution to continue the role of the learning & engagement officer and fund a programme of cultural, performances and art-based experiences and opportunities	Direct Delivery	£30,000		£30,000
E9	Maximising King's Lynn's Heritage Seed funding to support development of wider programme with partner organisations to recruit, provide training, support and coordinate volunteers of heritage assets, alongside programme of interventions to restore and rejuvenate the historic town centre.	Direct Delivery	£30,000	£50,000	£80,000
E13	West Norfolk Cycle Scheme Continuation of pilot scheme to create low cost and safe access to bicycles hosted at Lynnsport. Supported by a programme of community cycling development events.	Partnership with Alive West Norfolk	£10,000	£10,000	£20,000

E13	NEW: Go Green (Communities) Providing professional support and advice to VCSE organisations on improving the green credentials of community buildings with the aim of reducing running costs, supporting decarbonisation and future proofing communal spaces. Grant award attached.	Partnership tbc	£44,025.52	£45,974.48	£90,000
All	NEW: Communities & Place Project Call: open call planned for February 2024 inviting organisations to submit project proposals that aligning with priorities of West Norfolk Investment Plan. See section 4. See section 4.	Project call	£92,102.72	£8,841.68	£100,944.40
			£237,392.24	£116,816.16	£354,208.40

LOCAL BUSINESS APRIL 24 – MARCH 25		Delivery method	REVENUE	CAPITAL	TOTAL
E19	Go Digital Consultancy support for businesses to help them to make better use of digital tools and grant opportunity to contribute towards implementation of the resulting digital plan. NCC match funding: 23/24 £25,000, 24/25 £18,000.	Partnership with Norfolk County Council	£18,500		£18,500
E23	The Place Pop Up Shop and Business Hub Low cost pop-up space in King's Lynn for developing businesses to test markets and receive business support, the provision of hot desk and meeting facilities, cultural activities and a one stop shop for multi-agency provision.	Third Party - King's Lynn Business Improvement District	£31,500		£31,500
E30	New Anglia Growth Hub One stop shop for business support and advice. Continued access to this service for local businesses to help them realise their highest potential and maximise opportunities.	Third party - New Anglia Local Enterprise Partnership	£145,311.51		£145,311.51
E17	NEW: Visitor Economy Improvements Funding to support implementation of priorities identified from the Tourism Informal Working Group Action Plan	Direct Delivery		£70,852.60	£70,852.60
E29	NEW: Go Green (Businesses) Providing professional support and advice to SME's, sole traders and micro businesses on improving the green credentials of enterprise spaces with the aim of reducing running costs, supporting decarbonisation and safeguarding sustainability.	Partnership tbc	£42,124.41	£45,974.48	£88,098.89

Grant award attached.

£237,435.92 £116,827.08 £354,263.00

**PEOPLE & SKILLS
APRIL 24 – MARCH 25**

Delivery method REVENUE CAPITAL TOTAL

E37	West Norfolk Training Grants Yr2 Opportunities for businesses to apply for grants up to a maximum of £3000 to fund up to 75% of training costs for employees. <i>Allocation approved at 31 October 2023 cabinet meeting.</i>	Partnership with New Anglia Local Enterprise Partnership	£22,994	£0	£22,994
E33	Boost Project Project offering grants for training to help young people in West Norfolk to access skills training to realise their potential and providing a support framework to increase the skills within the local workforce. <i>Allocation approved at 31 October 2023 cabinet meeting.</i>	Partnership with Norfolk County Council	£147,049	£0	£147,049
E38	NEW: People & Skills Project Call: Open call planned for February 2024 inviting organisations to submit project proposals that align with priorities of West Norfolk Investment Plan. See section 4.	Project call	£144,194.52	£0	£144,194.52
E38	NEW: Innovation Support for Businesses RIBA 2-3 and business case planning for the development of innovation facilities at Nar Ouse Enterprise Zone	Direct Delivery	£40,000	£0	£40,000
			£354,237.52	£0	£354,237.52

4. Proposed Project Call for 2024/25 projects

- 4.1 Subject to Cabinet agreement of the proposed programme of investment (Table 4), a project call will be undertaken across the Communities & Place, and People & Skills investment priorities to identify high quality and deliverable projects which will meet the objectives of the West Norfolk Investment Plan in 2024/25. Proposals for projects of up to £50,000 will be considered to enable impactful investment in the final year of the programme.
- 4.2 Projects will be invited to submit proposals via an Expression of Interest stage. These will be sifted by programme officers to ensure that they fit the priorities for the West Norfolk Investment Plan and the UKSPF Prospectus and discussed with the West Norfolk SPF Programme Board before being invited to submit more detailed proposals. Final selection of projects will be agreed by the Programme Board and the Portfolio Holder for Business and projects will be awarded UKSPF support based on strategic fit, deliverability and forecasted local impact.
- 4.3 The following table provides a summary of the framework which will guide project interest. Eligible recipients of UKSPF grant support include local authorities, public sector organisations, higher and further education institutions, private sector companies, voluntary organisations and registered charities.

Table 5: Project Call 2024/25, Communities & Place and People & Skills

COMMUNITIES & PLACE: Investment to benefit residents across the borough	PEOPLE & SKILLS: Supporting growth in skills and increasing local opportunities
Specifically, projects that...	
Contribute to West Norfolk leading as a centre of excellence for the visitor economy and that embed approaches that are active, clean and green.	Improve training and progression routes across sectors, help people overcome barriers to training, create volunteering opportunities, and support high quality job creation.
This could be through...	
<ul style="list-style-type: none"> • Improvements to town centres and high streets • Local Arts, cultural, heritage and creative activities • Volunteering schemes • Social action projects • Community projects to reduce the cost of living. • Protecting / enhancing the natural environment 	<ul style="list-style-type: none"> • Training provision • Employment support schemes • Supporting quality employment provision • Community sector skills / training • Filling local skills gaps / meeting employer needs • Supporting volunteering schemes • In work training
Projects would need to:	
<ul style="list-style-type: none"> • Be located within the King’s Lynn and West Norfolk borough boundary • Provide a clear project plan • Meet local need and the investment priorities of the West Norfolk Investment Plan 	

- Deliver outputs / outcomes defined by UK Shared Prosperity Funding
- Demonstrate value for public money and financial need
- Be complete by 31 March 2025

5. REPF Programme 2024-25 (Update)

- 5.1 REPF is a capital allocation to support rural communities and businesses. Following Cabinet approval in February 2023 the programme of investment of REPF across rural West Norfolk was agreed for the period 2023/24 and 2024/25.
- 5.2 REPF can be invested into eligible rural areas only as defined by DEFRA and which can be determined through application of the [Magic Map](#). The investment of REPF in 2023/24 represents 25% of the programme budget with the remaining 75% allocated for investment in 2024/25.
- 5.3 Table 6 shows investment to date and planned work for the final year of the programme. The Community and Business Capital Grant schemes have been established within Year 1 of the programme and delivery of these will continue across to the final year.
- 5.4 To ensure full programme risk mitigation the grant schemes detailed in Table 6 are subject to regular review meetings to monitor demand and adjust delivery techniques. Within 2024/25 this process will continue and is supported by the West Norfolk SPF Programme Board. Within the final year of the programme, if demand slows intervention rates of grant programmes will be reviewed and adjusted to ensure that local delivery is maximised

Table 6: Summary of REPF Investment 2023-25

RURAL COMMUNITIES: April 2023 – March 2025		Delivery method	2023/24	2024/25	TOTAL
E7	Active travel enhancements in the local area				
2023/24 (approved via Officer Delegated Decision 28 November 2023)		Partnership with Norfolk County Council plus direct delivery	£75,000		
<ul style="list-style-type: none"> Norfolk Coastal Path Interpretation Project Rural Cycle path waymarker audit 					
2024/25 for approval					
<ul style="list-style-type: none"> Priority footpath improvements, initial allocations include the B1145 from hospital roundabout to Mintlyn crematorium and West Acre boardwalk, subject to NCC delivery schedules. Community cycle storage grants. Cycle paths waymarker improvements (following outcome of audit in 23/24). 				£225,000	
					<u>£300,000</u>
E9 / E11	West Norfolk Rural Community Capital Grants				
2023/24 West Norfolk Rural Community Capital Grant Scheme (approved via Cabinet report Feb 23)		Administered by Norfolk Community Foundation	£57,166		
<ul style="list-style-type: none"> Supports impactful volunteering by the purchase of equipment or improvements to premises. 75% intervention rate, Grants up to £10,000. Total budget £75,000: £57,166 committed, balance transferred to 2024/25 scheme. 					
2024/25 West Norfolk Rural Community Capital Grant Scheme (approved via Cabinet report Feb 23)					
<ul style="list-style-type: none"> Investment in capacity building and infrastructure for civil society and community groups 75% intervention rate, Grants from £10,000 - £50,000 *Total includes carry forward from 2023/24 budget 				£242,834*	
					<u>£300,000</u>
Subtotal Rural Communities			<u>£132,166</u>	<u>£467,834</u>	<u>£600,000</u>

RURAL BUSINESSES: April 2023 – March 2025		Delivery method	2023/24	2024/25	TOTAL
E17	West Norfolk Rural Business Capital Grants				
2 Year Scheme: West Norfolk Rural Business Capital Grants (approved via Cabinet report Feb 23)		Administered by Norfolk Growth Hub			
<ul style="list-style-type: none"> 50% intervention rate, Grants from £10,000 - £100,000 					
<ul style="list-style-type: none"> Investing in micro and small rural enterprises 			£124,114	£372,341	<u>£496,455</u>
<ul style="list-style-type: none"> Developing and promoting the rural visitor economy 			£100,000	£300,000	<u>£400,000</u>
Subtotal Rural Businesses			<u>£224,114</u>	<u>£672,341</u>	<u>£896,455</u>
Total REPF Programme			£356,280	£1,140,177	£1,496,455

6. 2024/25 Programme Delivery Arrangements

6.1 UKSPF

6.1.1 Delivery partners for each UKSPF project are identified in Table 4. These partnerships have been established within the first two years of programme delivery and will continue to deliver the common goal underpinned by the [UKSPF Prospectus](#).

6.1.2 The Go Green project and the Communities & Place and People & Skills Project Call will provide opportunities for further partnership work with other organisations and businesses to enable the wider delivery of prosperity funding investment across the borough. Project development and funding awards will be subject to procurement rules and legal agreements, the structure for which has been established within the programme already through the direct involvement of the Borough Council's Legal Department.

6.2 REPF

6.2.1 The active travel enhancements priorities for 2024/25 have been developed with Norfolk County Council as the highways authority and dedicated team for active travel, trails and public rights of way. Priority projects have been identified that specifically benefit West Norfolk from the emerging Norfolk wide [Local Cycling & Walking Infrastructure](#) Plan (LCWIP) which are deliverable within the funding timeframe. Delivery of these improvement works are dependent upon NCC Highway's programme of works and regular meetings are held with Norfolk County Council to monitor this process and mitigate any risks. This will continue for 2024/25. Additionally, local schemes to deliver grant awards to towns and parishes to improve cycle storage facilities across rural communities will be directly delivered by the borough council with Norfolk County Council support.

6.2.2 The delivery of the West Norfolk Rural Community & Business Capital Grant Schemes will continue to be delivered as in 2023/24 in partnership with Norfolk Community Foundation (community grants) and New Anglia Local Enterprise Partnership (business grants). The process of establishing interest in grant awards for 2024/25 has been ongoing alongside year 1 delivery with both partners. Agreements and funding in place to support this third party delivery was summarised within the February 2023 cabinet report for the period 2023/24 – 2024/25.

7 Financial Implications

7.1 There is currently no indicated opportunity to defer any UKSPF or REPF programme investment beyond the funding deadline of 31 March 2025 and the Department for Levelling Up Housing and Communities have advised that any underspends in the final year of the programme (2024/25) will need to be repaid. Post March 2025, future Shared Prosperity Funding is proposed to be administered by Norfolk County Council under the Devolution deal for Norfolk.

7.2 Recommendation 3 of this report will enable budget decision processes to be delegated to the Assistant Director for Regeneration, Housing and Place to mitigate programme delivery risks that may arise within the final year and ensure timely decisions to maintain delivery within the funding timeframe. The indicative funding allocations against each intervention area in Tables 4 and 6 are subject to some level of movement as project plans develop and approval

is sought to facilitate programme adjustments to maintain spending targets and achieve fulfilment of local investment intentions. This recommendation incorporates all adjustments which can be undertaken within the approved budget, in alignment with the investment priorities set out in section 2, and in adherence with the programme framework as set out in Tables 4 and 6.

- 7.3 The process of programme adjustments will be reviewed by the West Norfolk Prosperity Funding Programme Board which comprises of senior officers and meets bi-monthly. Incorporating this delegated process will minimise administrative delays which could impact on the ability to spend in full by 31 March 25 and result in clawback of funding.

8. Monitoring & Governance Updates

- 8.1 As details in the February 2023 cabinet report, a governance arrangement to oversee the UKSPF delivery is currently in operation:



- 8.2 The proposals for UKSPF and REPF investment for 2024/25 were set out as part of a comprehensive annual Shared Prosperity Funding Programme update to the [West Norfolk SPF Partnership Group on 13 November 2023](#). This group includes a diverse range of local and regional stakeholders, institutions, employer bodies and organisations, as prescribed by government in the UK SPF Prospectus. The group was broadly supportive of the investments undertaken to date with appreciation provided for successful partnership working and stakeholder engagement, the breadth of projects included within the programme, the support invested to continue successful local schemes and opportunities opened for community grants. Discussions regarding proposals for 2024/25 were also supported, with reference given to continuation of the Boost project and for the need for an early project call to provide an opportunity for projects seeking match funding to add value to the local programme. Enhanced partnership working with the VCSE sector was highlighted as an opportunity to increase community opportunities, and ensuring a programme which creates circular support, including support for quality employment provision to underpin the success of skills provision and training schemes was agreed as fundamental to local economic growth. The importance of widespread promotion of grant schemes and project calls was noted and will be carefully managed into 2024/25.

- 8.3 Project monitoring processes have been established to provide clear qualitative and quantitative analysis of outcomes and outputs achieved by the local delivery of the UKSPF & REPF investment, compared with the indicated targets set out in the WNIP and REPF addendum. These are requested and reported quarterly as per DLUHC monitoring requirements. Projects will continue to be monitored through this established cycle within 2023/24. This will allow regular review of project progress against planned outcomes, outputs, and spending profiles as agreed within grant offer letters and Service Level Agreements.

9. Risk

Risk	Risk Implications and Mitigation	Level of Risk
SPF allocation not fully committed by 31 March 2025	<p>Risk Delivery of agreed priorities in by 31 March 2025 not achieved.</p> <p>Consequences Unspent funding subject to clawback</p> <p>Mitigation Recommendation 3: facilitate sound risk mitigation to ensure that allocations can be adjusted within the parameters of agreed investment.</p>	Low
Project Call not fully committed to	<p>Risk The Council has committed to spend the full funding allocation in accordance with the spending profile set out by government.</p> <p>Consequences/Mitigation Insufficient project establishment and support to implement and deliver the WNIP in 2024/25 leads to inability to spend the allocation and the funding is lost.</p> <p>Ensure wide promotion of project call. Use of experienced third-party provider's expertise and existing networks to establish and deliver projects applying specialist support to expediate delivery.</p>	Low
Stakeholder Support	<p>Risk Stakeholders do not support the priorities identified for 2024/25</p> <p>Consequences/Mitigation 2024/25 investment does not reflect the needs of the local area and deliver the required outputs/outcomes or meet the objectives of the SPF due to lack of stakeholder support.</p> <p>A West Norfolk SPF Partnership Group meeting was held 13 November 2023 to provide an update on UKSPF and REPF programmes to date and plans for 2024/25. The Group was supportive of the proposals and provided suggestions on successful final year delivery which will be taken on board as part of implementation.</p>	Low

9. Environmental Considerations

- 9.1 The SPF framework, WNIP & REPF priorities specifically includes interventions which supports the government's clean growth policies. One of the target outputs that will be monitored through programme delivery includes 'supporting decarbonisation.'

10. Policy & Personnel Implications

10.1 The priorities identified in the WNIP, UKSPF project and REPF priorities align with the Council's corporate strategy specifically with regard to;

- Promote growth and prosperity to benefit West Norfolk
- Protect our environment
- Support our communities

10.2 The WNIP is also aligned with the following strategies and policies for West Norfolk;

- King's Lynn Town Investment Plan
- King's Lynn Local Cycling & Walking Infrastructure Plan
- Climate Change Action Plan

Appendices

Appendix 1: Monitoring and Evaluation Summary of UKSPF projects funded in 23/24

Background Papers

[UK Shared Prosperity Fund Prospectus](#)

[Rural England Prosperity Fund Prospectus](#)

[Cabinet Report: 31.10.23 UKSPF 24/25 – Continuation and Expansion of Boost Project and West Norfolk Training Grants](#)

[Cabinet Report: 07.02.23 WEST NORFOLK INVESTMENT PLAN \(UK SHARED PROSPERITY FUND\) AND RURAL ENGLAND PROSPERITY FUNDING – PROGRAMME PRIORITIES](#)

[Cabinet Report: 21.07.22 WNIP Shared Prosperity Fund](#)

[West Norfolk Prosperity Funding Partnership Group papers November 2023](#)

[West Norfolk Investment Plan, August 2022](#)

[West Norfolk Rural Addendum](#)

**Pre-Screening Equality Impact
Assessment**

Borough Council of
**King's Lynn &
West Norfolk**



Name of policy/service/function	Regeneration & Economic Development				
Is this a new or existing policy/service/function?	Existing				
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations	Delivery of the Shared Prosperity Fund and REPF to support the identified priorities in the West Norfolk Investment Plan and the Rural Addendum. N/a				
Question	Answer				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups according to their different protected characteristic, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age		√		
	Disability	√			
	Gender		√		
	Gender Re-assignment		√		
	Marriage/civil partnership		√		
	Pregnancy & maternity		√		
	Race		√		
	Religion or belief		√		
	Sexual orientation		√		
Other (eg low income)	√				

Question	Answer	Comments
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	No	
3. Could this policy/service be perceived as impacting on communities differently?	No	
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes	Projects to be delivered under the funding programmes will improve accessibility of community facilities, cycle paths & footways, support energy efficiency measure for residents.
5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section	No	Actions:
		Actions agreed by EWG member:
<p>If 'yes' to questions 2 - 4 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:</p> <p>Decision agreed by EWG member:</p>		
Assessment completed by:		
Name Nicola Cooper		
Job title Investment Programmes Officer		
Date 23/11/2023		