

OFFICER MAJOR PROJECTS BOARD MEETING NOTES

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



Date: 15 October 2026			Location: Via MS Teams		
Time: 09:30			Chair: Michelle Drewery (MD),		
Board Attendees					
Michelle Drewery (MD)	Carl Holland (CH)	James Arrandale (JA)			
Optional Attendees					
Vanessa Dunmall (VAD)	Louise Gayton (LG)	James Grant (JG)			

1.	Apologies:	
2.	Action Log The Board reviewed the OMPB Action Log.	
3.	Notes from the previous meeting Notes from the previous OMPB meeting were agreed.	
4.	Project Highlight Reports Project Highlight Reports covering Q2 2026/27 as follows were reviewed: a. P-25.08 Hunstanton Coastal Defence Works • Report agreed. Risks and Resources were discussed and noted. b. P-26.04 West Norfolk Racket & Community Sports Hub • Report agreed although it was noted that this is a very new project in its early stages. The Board asked for some further clarity around risks and finance. The Board noted that • Project Highlight Reports covering Town Deal projects for June 2026 were reviewed and agreed at the Town Deal Programme Board held on 14.10.2026. • The Major Housing Programme Highlight Report to end of Q2 was reviewed and agreed at the Housing Developments Steering Group held on 14.10.2026.	
5.	Q2 Financial Report The Board reviewed the report and JG attended to provide some specific updates around the Major Housing Programme Finances	
6.	Agenda items for the MMPB meeting to be held on 04.11.2026 Noted. Standing items: - Action log - OMPB minutes (for information) - Overview report for projects (taken from overall summary sections) - Project Highlight reports – covering Q2 2026/27 (as agreed at item 4) - Major Projects Financial Summary - Update report from the Housing Developments Steering Group	

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	<u>Other items:</u> - Styleman Court Post Project Evaluation - West Winch Growth Area - Guildhall update <u>Items to be programmed:</u> - West Norfolk Racket & Community Sports Hub Deep Dive	
7.	AOB	
	Date of next meeting: Thursday 21 January 2027 @ 9.30am	