

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



Regeneration and Development Panel

Agenda

Tuesday, 11th June, 2019
at *6.30 pm

*please note slightly later start time

in the

**Council Chamber
Town Hall
Saturday Market Place
King's Lynn**



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200
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Monday, 3 June 2019

Dear Member

Regeneration and Development Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 11th June, 2019 at 6.30 pm** in the **Council Chamber - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Appointment of Vice Chairman

To appoint a Vice Chairman for the municipal year.

2. Apologies for absence

To receive any apologies for absence.

3. Minutes (Pages 6 - 12)

To approve the minutes of the previous meeting.

4. Declarations of Interest

Please indicate if there are any interests which should be declared. A declaration of interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

Those declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

5. Urgent Business

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

6. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

7. Chairman's Correspondence

If any.

8. Appointments to Task Groups and Informal Working Groups (Page 13)

9. High Streets and Heritage Action Zone (Pages 14 - 15)

To receive a presentation on the above funding opportunity, to hold a workshop session on the scheme.

The presentation to include an update on the Creative Hub.

10. Work Programme and Forward Decision List

11. Date of the next meeting

To note that the next meeting of the Regeneration & Development Panel is scheduled to take place on 30th July 2019 at 6.00pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

12. Exclusion of the Press and Public

To consider passing the following resolution:

"That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act".

13. Corn Exchange Cinema Proposals

To receive a presentation on the above, along with a briefing note which will follow.

To:

Regeneration and Development Panel: Councillors Miss L Bambridge, J Bhondi, F Bone, Mrs J Collingham (Chairman), M de Whalley, M Howland, B Jones, J Lowe, C Manning, T Parish, S Patel and D Whitby

Portfolio Holders:

Councillor B Long – Leader of the Council

Councillor Mrs E Nockolds – Portfolio Holder for Culture, Heritage and Health

Councillor P Gidney – Portfolio Holder for Project Delivery

Councillor G Middleton – Portfolio Holder for Business Development

Officers

Chris Bamfield – Executive Director

Ray Harding – Chief Executive

Matthew Henry – Property Services Manager

Peter Jermany – Principal Planner, Policy

Jason Richardson – Regeneration Project Officer

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

REGENERATION AND DEVELOPMENT PANEL

Minutes from the Meeting of the Regeneration and Development Panel held on Tuesday, 9th April, 2019 at 6.00 pm in the Council Chamber - Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors P Gidney (Chairman), Mrs J Collingham, C J Crofts, M Chenery of Horsbrugh, M Howland, C Manning, T Smith, A Tyler, Mrs E Watson and D Whitby

Portfolio Holders

Councillor A Beales, Portfolio Holder for Regeneration and Corporate Assets

Officers:

Chris Bamfield, Executive Director
Ged Greaves, Senior Policy and Performance Officer
James Grant, Project Officer
Ray Harding, Chief Executive
Fiona Heubeck, Valuer
Humphrey Jamieson, HAZ Project Officer

By Invitation:

Matthew Hayward, Norfolk County Council

RD99: **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Blunt.

RD100: **MINUTES**

RESOLVED: The minutes from the previous meeting were agreed as a correct record and signed by the Chairman, subject to Councillor Manning being added to the list of attendees.

RD101: **DECLARATIONS OF INTEREST**

There was none.

RD102: **URGENT BUSINESS**

There was none.

RD103: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Bird – all items.

RD104: **CHAIRMAN'S CORRESPONDENCE**

There was none.

RD105: **NORFOLK GREENWAYS PROJECT - MATTHEW HAYWARD - NORFOLK COUNTY COUNCIL**

The Chairman welcomed Matthew Hayward from Norfolk County Council to the meeting. Matthew Hayward provided the Panel with information on the Norfolk Greenways Project, as attached.

The Chairman thanked Matthew Hayward for his presentation and invited questions and comments from the Panel, as summarised below.

In response to a question from Councillor Horsbrugh, Matthew Hayward explained that the Greenways could interact with existing and old railway lines and complement each other.

In response to a question from Councillor Smith, Matthew Hayward explained that circular walks would also be looked at between the Greenways to connect all routes where possible.

Councillor Bird addressed the Panel under Standing Order 34. He explained at the moment the only route into Hunstanton was the A149 which was often congested. If cycle access was provided as an alternative way to reach the coast it could bring more visitors to the coast and benefit the local economy. Councillor Bird also commented that if the Railway was to be reinstated in the future, it probably would not use the historical route so the Greenways project would not interfere with this. Councillor Bird asked what surface would be used on the cycle ways and Matthew Hayward explained that different surface options would be looked at. A high standard surface would be used close to residential centres and different grades would then be used the further away you got. Bound gravel would potentially be used as this gave a rural feel, but was good for road bikes, provided good drainage and had ecological benefits.

Councillor Bird made reference to Sustrans Route 1 which covered the East Coast but did not connect to Hunstanton. He also asked about timescales for delivery. Matthew Hayward explained that funders for the phase from Sandringham to Heacham had been identified and it was hoped that work would commence within the next eighteen months.

In response to a question from Councillor Tyler, Matthew Hayward explained that Sustrans was a key partner in the project to create sustainable travel routes and the work was aligned with the 25 year environment plan which highlighted how linear habitats were key.

Matthew Hayward advised that funding had been secured for Weavers Way and work on this route was likely to start in January 2019.

In response to a question from the Chairman, Matthew Hayward explained that discussions would take place with landowners as appropriate. He also explained that the routes should improve the environment and biodiversity. The route from Heacham to Hunstanton was also discussed.

The Chairman asked if consideration to cycle paths could be incorporated into the design proposals for Hunstanton. The Executive Director explained that an update on the Hemingway proposals would be brought to the Panel at a future meeting.

RESOLVED: The Panel be kept updated on progress as appropriate.

RD106: **QUARTER 3 2018-19 CORPORATE PERFORMANCE MONITORING REPORT**

The Senior Policy and Performance Officer presented the Corporate Performance Monitoring Report for Quarter 3 2018-2019. He explained that there was no action plan contained within the report as all indicators under the Regeneration and Development Panel remit were meeting target. The Senior Policy and Performance Officer highlighted the following indicators which were performing particularly well:

- EP3a to EP8 – Performance Indicators relating to Planning
- CO8a to CO10b – Performance Indicators relating to the sale of houses on council owned sites.

The Chairman thanked the Senior Policy and Performance Officer for his report and invited questions and comments from the Panel.

The Panel congratulated those involved in meeting targets within the Regeneration and Development Panel's remit.

The Panel discussed the fluctuating housing market and uncertainty relating to Brexit. The Portfolio Holder for Regeneration and Corporate Assets, Councillor Beales congratulated those involved in the house sales on the Council owned sites, but advised that caution was needed as the housing market could change quickly.

RESOLVED: The Panel reviewed the Performance Monitoring report.

RD107: **FUTURE HIGH STREET FUND - UPDATE**

The Executive Director provided an update to the Panel. He explained that more detail was available in the Portfolio Holder for Performance's report to Council for 11th April 2019.

It was explained that the Government had invited bid applications to the £675m scheme, which was a two stage process. If applications were successful at Stage 1 development funding would be awarded to develop the bid to a Stage 2 application.

The Executive Director explained that the bid application which had been submitted for King's Lynn had flagged up significant challenges facing the town centre, for example vacant units, antisocial behaviour, transport links and visitor levels. He provided detail of the vision and ambition for the town, which included improving the heritage and culture offer and development opportunities.

The Chief Executive commented that the bid application had highlighted issues and challenges that the town centre faced and the importance of planning for the future. He informed the Panel that the King's Lynn Business Improvement District had been involved in the bid application and approximately 750 individuals had responded to the consultation exercise.

The Chief Executive made reference to the Stronger Towns Fund which would be available for the East of England and explained that a bid application would be submitted for this as appropriate.

The Chairman thanked officers for the update and invited questions and comments from the Panel, as summarised below.

In response to a question from Councillor Tyler it was explained that all town centres were different, so there were no set guidelines for improvement. The Chief Executive commented that a combination of elements were needed to make a successful town centre, including people living and working in the town centre along with culture, leisure and retail. A unique offer was also required.

The Executive Director commented that the bid application process had highlighted some relatively simple things that could be done to improve connectivity throughout the town centre.

Councillor Bird addressed the Panel under Standing Order 34. He asked if Hunstanton and Downham Market had been considered for a bid application. It was explained that these had been discussed, but development was already planned for Hunstanton and it would be difficult to make a case for Downham Market as growth was already apparent.

Councillor Crofts commented that there were not many companies that offered bus trips to King's Lynn and he felt that King's Lynn should be promoted as a destination for coach excursions.

Councillor Mrs Collingham explained that lots of discussions had been held at Panel meetings regarding improvements to King's Lynn, but

she was frustrated that nothing seemed to be moving forward. She commented that there were no facilities available for coach parties to get refreshments.

The Executive Director commented that a lot of improvements had been made to the town centre over the last ten years including the Tuesday Market Place, Saturday Market Place, Town Hall, Bus Station and plans for the redevelopment of the Riverfront were ongoing. He also made reference to the Heritage Action Zone, light projections, events in King's Lynn and links to the Arts Council.

The Portfolio Holder for Regeneration and Corporate Assets, Councillor Beales commented that, if the Panel had strong opinions, and wanted action to be taken on an issue, they could make recommendations to Cabinet. Informal Working Groups could be set up to look at issues in depth and make recommendations to be considered by the Panel before being passed onto Cabinet.

The Panel discussed the possibility of establishing an Informal Working Group to look at increasing coach trip visitors to King's Lynn. It was agreed that further consideration would be given to this at the Chairman's Sifting Meeting and a report would be brought to the next meeting to consider establishing an Informal Working Group.

RESOLVED: (i) The update was noted.

(ii) A report be presented to the next meeting to consider establishing an Informal Working Group to look at increasing coach trips to King's Lynn.

RD108: **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

RD109: **EXEMPT - BUSINESS PREMISES NEEDS ASSESSMENT**

The Valuer and Project Officer from Property Services provided the Panel with information on the Business Premises Needs Assessment for Hunstanton.

The Chairman thanked officers for their presentation and invited questions and comments from the Panel.

Councillor Bird addressed the Panel under Standing Order 34. He explained that there was a need for year round employment in Hunstanton. He referred to the development proposals which had been highlighted in the officers presentation and explained that unless

year round employment was available it would be difficult to attract those of a working age to live in Hunstanton.

The Portfolio Holder for Regeneration and Corporate Assets, Councillor Beales explained that the challenge with Hunstanton was that there was little land available for building on and the boundaries of the town were a major constraint. He also referred to the results of the Business Premises Needs Assessment. The Portfolio Holder for Regeneration and Corporate Assets also commented that the Council would be required to look at the development opportunities highlighted by officers.

RESOLVED: The update was noted and the Panel to be kept updated on progress as appropriate.

RD110: **EXEMPT - REPORT OF THE HERITAGE ACTION ZONE INFORMAL WORKING GROUP**

The HAZ Programme Manager presented the report which provided the results of the work of the Informal Working Group established to look at the Unlocking Brownfield Sites Feasibility Study. He provided an overview of the work of the Informal Working Group, along with the two sites that had been recommended by the Informal Working Group. The HAZ Programme Manager thanked the Members of the Informal Working Group, officers and Historic England for their contributions.

The Chairman thanked the HAZ Programme Manager for his report and invited questions and comments from the Panel.

The Panel discussed the two sites which had been recommended by the Informal Working Group.

Councillor Smith, who had chaired the Informal Working Group provided information to the Panel on the discussions held by the Informal Working Group. Councillor Smith thanked the Members of the Informal Working Group, officers and Historic England for their contributions to the Informal Working Group.

The Portfolio Holder for Regeneration and Corporate Assets, Councillor Beales thanked all those involved in the Informal Working Group and felt that it had been a very worthwhile exercise to look at all the options in depth. He explained that there would need to be a balance between return on investment and improving the area and he felt that the two options put forward would help to achieve this.

RESOLVED: The Panel confirmed the findings of the Informal Working Group and supported their recommendations which would be forwarded onto Cabinet for consideration.

RD111: **WORK PROGRAMME AND FORWARD DECISION LIST**

RESOLVED: (i) The Panel's Work Programme was noted.
(ii) The establishment of an Informal Working Group to look at coach trips be considered at the next Sifting Meeting.

RD112: **DATE OF THE NEXT MEETING**

The next meeting of the Regeneration and Development Panel would be held on Tuesday 11th June 2019 at 6.00pm in the Council Chamber, Town Hall, Saturday Market Place, King's Lynn.

The meeting closed at 8.49 pm

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Regeneration and Development Panel		
DATE:	11 th June 2019		
TITLE:	Membership of Task Groups and Informal Working Groups 2019/2020		
TYPE OF REPORT:	Operational		
REPORT AUTHOR:	Rebecca Parker, Democratic Services Officer		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY:
<p>This report invites the Regeneration and Development Panel to arrange for the appointment of Members to serve on the Informal Working Groups and Task Groups, which have previously been established by the Panel, for the municipal year 2019/2020.</p> <p>The Panel has established the following groups:</p> <ul style="list-style-type: none"> - Guildhall Informal Working Group - Riverfront Informal Working Group - Heritage Action Zone Unlocking Brownfield Sites Informal Working Group - Custom and Self Build Policy Development Task Group
KEY ISSUES:
<p>The three Informal Working Groups listed above have now concluded their work and presented their final reports back to the Panel for consideration. It is recommended that these groups be formally disbanded.</p> <p>The Custom and Self Build Policy Development Task Group's work is ongoing and it is recommended that this Task Group continues to operate.</p>
RECOMMENDATIONS:
<ol style="list-style-type: none"> 1. That the Custom and Self Build Policy Development Task Group continues to operate and the Democratic Services Officer be instructed to seek Membership of the Task Group from the Group Leaders for the 2019/2020 municipal year. 2. The following Informal Working Groups be disbanded as they have concluded their work: <ul style="list-style-type: none"> - Guildhall Informal Working Group - Riverfront Informal Working Group - Heritage Action Zone Unlocking Brownfield Sites Informal Working Group

Agenda Item 9

HIGH STREETS AND HERITAGE ACTION ZONE

In May 2019, Historic England launched a new £40 million fund which will allow Historic England to work with partners to find new ways to champion and revive historic high streets through the High Streets Heritage Action Zones scheme.

The programme is administered by Historic England on behalf of the Department for Digital, Culture, Media and Sport. Under this programme we can apply for a grant of **between £250,000 and £2m**, to set up a **four-year partnership from April 2020 to March 2024** to run a HSHAZ 'scheme' to deliver physical improvements and cultural and community activities to regenerate your historic high street or town centre.

We are at the initial competitive stage of the process where we have been invited to submit an **Expression of Interest**. The deadline for this submission is the **12th of July 2019**. We have

The HSHAZ must be:

- In a Conservation Area
- Delivered through a partnership
- Include the local authority as a partner
- Delivered with demonstrable support of the local community
- Be capable of delivery within the 4 year period

Please follow this [link](#) to view the relevant guidance, application form and sample application form to familiarise yourself with the process and detail. The application is very similar to a Townscape Heritage Initiative and the recent Future High Street Fund application.

I include an extract from the HSHAZ guidance notes detailing:

Costs Covered

Physical Works:

- Building repairs
- Reinstating architectural features
- Work to the public realm
- Work to bring vacant buildings or portions of buildings back into use
- Conversion of buildings into alternative uses that better meet the demand of the area
- Good-quality and sympathetic development in gap sites

Activities to help people engage with the heritage:

- Community engagement activities
- Capacity building in partner organisations,
- Providing training in traditional conservation skills for contractors and trainees
- Demonstrations of good maintenance techniques for property owners

Work to help you develop and run your scheme:

- Preparation of development briefs / appraisals
- Preparation of Conservation Area Appraisals and Management Plans
- The appointment of project officers to oversee schemes (see A4.1)
- Valuations, professional fees, or the costs associated with getting statutory permissions; research and strategic planning work to safeguard the long-term approach to conservation
- Preparation of shop front design guides
- The development of local research projects

Costs Not Covered

- Demolitions
- Building services (except in exceptional circumstances where the state of repair of current building services threatens the historic significance of a building)
- Inappropriate substitute materials
- Conjectural reinstatement
- Maintenance and minor repairs
- Existing local authority staffing costs and any staffing or running costs already in place – for example – legal or other support costs
- Works that are detrimental to the heritage significance of a place