

**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, 12th January, 2021 at 4.30 pm as a Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube**

**PRESENT:** Councillors J Collingham (Chair), L Bambridge, F Bone, M de Whalley, B Jones, J Lowe, C Manning, C Morley, T Parish, S Patel, V Spikings and D Whitby.

**PORTFOLIO HOLDERS:**

Councillor R Blunt – Portfolio Holder for Development  
Councillor G Middleton – Portfolio Holder for Business Development  
Councillor E Nockolds – Portfolio Holder for Culture, Heritage and Health

**PRESENT UNDER STANDING ORDER 34:** Councillors A Holmes, C Sampson, J Rust and A Ryves.

**OFFICERS:**

Jemma Curtis – Regeneration Programmes Manager  
Alan Gomm – Planning Policy Manager  
Duncan Hall – Assistant Director  
Jason Richardson – Regeneration Project Officer

**BY INVITATION:**

Ian Parkes, Matthew Haywood and Christopher Brough – Norfolk County Council

RD165: **WELCOME AND INTRODUCTIONS**

The Chair informed the Panel that the meeting was being broadcast live on You Tube.

[The recording of the meeting is available here.](#)

RD166: **APOLOGIES FOR ABSENCE**

There was none.

RD167: **MINUTES**

**RESOLVED:** The minutes from the previous meeting were agreed as a correct record.

RD168: **DECLARATIONS OF INTEREST**

There was none.

RD169: **URGENT BUSINESS**

There was none.

RD170: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Holmes, Sampson, Rust and Ryves.

RD171: **CHAIR'S CORRESPONDENCE**

There was none.

RD172: **LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN**

[Click here to view the recording of this item.](#)

The Regeneration Programmes Manager and officers from Norfolk County Council presented the Panel with information on the Local Cycling and Walking Infrastructure Plan. A copy of their presentation is attached.

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

In response to questions from Councillor de Whalley, Matt Haywood outlined the opportunities for cycling and walking for commuter journeys. He also explained that design guides would be used which could include segregations, traffic calming and priority crossings as necessary. Each route would be looked at to see what infrastructure was possible and what met the standards.

It was also explained that the plan was currently being finalised and that further consultation could be held on the details of specific schemes within the plan, as appropriate. It was hoped that the plan would be finalised by the end of the financial year.

In response to a question from Councillor Bambridge, it was explained that the specific detail on infrastructure for areas would come later once the overall plan had been finalised.

Councillor Rust addressed the Panel under Standing Order 34. She made comments that workplaces did not always have adequate changing facilities for those who wanted to walk or cycle to work. She also referred to lighting along routes and Matt Haywood explained that lighting would be looked at as part of the plan.

Councillor Morley asked when the next level of detail would be available, including costs. Matt Haywood explained that future work would set out indicative costs and cost benefits. He also explained that the plan would be used in order to make the most of any potential future funding opportunities.

Councillor Holmes addressed the Panel under Standing Order 34. He raised concern that the plan was very King's Lynn centric.

Councillor Ryves addressed the Panel under Standing Order 34. He asked what would be considered as part of the cost benefit analysis and Matt Haywood provided detail of the aspects that would be considered as part of the appraisal.

The Chair, Councillor Collingham raised concern that funding was not guaranteed, but acknowledged that it was important to have the plan developed in readiness for future funding opportunities. Matt Haywood explained that it was unknown what funds would be available from Government in the future and if the bid process would be competitive, however plans were encouraged by the Department for Transport in readiness for future funding opportunities.

**RESOLVED:** The update was noted and the Panel requested to be kept up to date when further detail was available.

RD173: **CIL GOVERNANCE MONITORING UPDATE**

[Click here to view the recording of this item.](#)

The Planning Policy Manager presented the update.

The Chair thanked the Planning Policy Manager for the update and invited questions and comments from the Panel, as summarised below.

Councillor Parish, Chair of the CIL Governance Task Group addressed the Panel and raised concerns that although the model for delivering CIL was in place, it had not yet been launched because of advice, which was awaited, on how monitoring would take place.

Councillor Blunt, Portfolio Holder for Development, explained that he would chase the issue up, request advice on the establishment monitoring panel and look to launch the scheme as soon as possible.

Councillor Bone suggested that Members of the CIL Task Group should be involved in the Monitoring Panel.

Councillor Manning commented that it was important to get the system launched so that Parishes could benefit from funds.

Councillor Spikings commented that it could be frustrating to landowners and developers who had paid CIL and Parishes had been unable to utilise the funds. She hoped that the system would launch as soon as possible.

Councillor de Whalley commented that it was important to engage with Parishes so that they were aware of the opportunities available to them.

Councillor Blunt explained that he would take the comments from the Panel forward and work to obtain the relevant advice on the establishment of the Monitoring Panel to get the scheme launched as all the work to enable the scheme to be launched had been completed and agreed by Cabinet.

**RESOLVED:** Councillor Blunt, on behalf of the Panel, to ensure that the CIL system was launched as soon as possible and the Monitoring Panel was established, to enable the scheme to deliver CIL to commence and report back to the Panel as necessary.

RD174: **TOURISM SUPPORT GRANTS - CASE STUDIES AND UPDATE**

[Click here to view the recording of this item.](#)

The Regeneration Programmes Manager provided the Panel with information on Tourism Support Grants as attached.

The Chair thanked the Regeneration Programmes Manager for the information and invited questions and comments from the Panel, as summarised below.

Councillor Spikings thanked officers for their hard work, and raised concerns relating to Hunstanton.

Councillor Bambridge raised concerns relating to access to the toilets at Old Hunstanton and ownership of the area.

The Regeneration Programmes Manager agreed to pass onto the Operational Team as appropriate.

Councillor Morley felt that there was a disparity in where the money was spent in the Borough. Councillor Nockolds, Portfolio Holder for Culture, Heritage and Health informed the Panel that the grants had been promoted to all businesses.

In response to a question from Councillor Patel it was confirmed that European funding was used in the project and the appropriate logos were displayed on the posters. She also confirmed that the posters would be offered to Parishes, businesses and used in Borough Council areas as appropriate.

**RESOLVED:** The update was noted.

RD175: **PUBLIC REALM ACTION PLAN UPDATE**

[Click here to view the recording of this item.](#)

The Regeneration Programmes Manager provided the Panel with an update on the Public Realm Action Plan.

The Chair thanked the Regeneration Programmes Manager for the update and invited questions and comments from the Panel, as summarised below.

Councillor Bambridge commented that trees could cause problems with the historical drains in the town centre. She also asked if Norfolk County Council would contribute to paving repairs. The Regeneration Programmes Manager explained that the Council was working with Norfolk County Council.

Councillor Morley asked if there was a backup plan if funding was unavailable. The Regeneration Programmes Manager provided information on funding opportunities available now and in the future.

**RESOLVED:** The update was noted.

RD176: **WORK PROGRAMME AND FORWARD DECISION LIST**

**RESOLVED:** The Panel's Work Programme was noted.

RD177: **DATE OF THE NEXT MEETING**

The date of the next meeting was to be confirmed as it was noted that some meetings may need to be cancelled to enable the Council to deal with the Covid-19 response.

RD178: **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 12 A to the Act.

RD179: **EXEMPT - FUTURE HIGH STREET AND TOWNS FUND UPDATE**

The Assistant Director and Regeneration Programmes Manager provided the Panel with an update and responded to questions from Members.

The Portfolio Holder for Business Development also addressed the Panel.

**RESOLVED:** The update was noted.

**The meeting closed at 6.35 pm**

# King's Lynn Local Cycling and Walking Infrastructure Plan Update

2/01/21

Project Overview

1607



Minute Item RD172:



## ackground - Why produce an LCWIP?

The Borough and County Councils adopted the King's Lynn Transport Strategy and Implementation Plan in spring 2020

This strategy recognises the existing relatively high level of walking and cycling in King's Lynn and the favourable terrain

The Implementation Plan contained a small number of schemes to address known issues and encourage further walking and cycling

It also recognised that a full appraisal of the cycling and walking network was required to devise a comprehensive plan for the town

Having a DfT approved LCWIP will put the town in a good position to attract government funding for walking and cycling schemes

In view of this the Borough and County Councils agreed to jointly fund the preparation of an LCWIP in autumn 2020





# Key Outputs of an LCWIP

The LCWIP will provide the following key outputs:

- A **network plan** for walking and cycling and identification of the priority cycling routes and walking zones
- A **prioritised programme of infrastructure improvements** to be delivered in the short, medium and long term
- A **report** which sets out the underlying analysis carried out and provides a narrative which supports the identified improvements and growing network.

1609

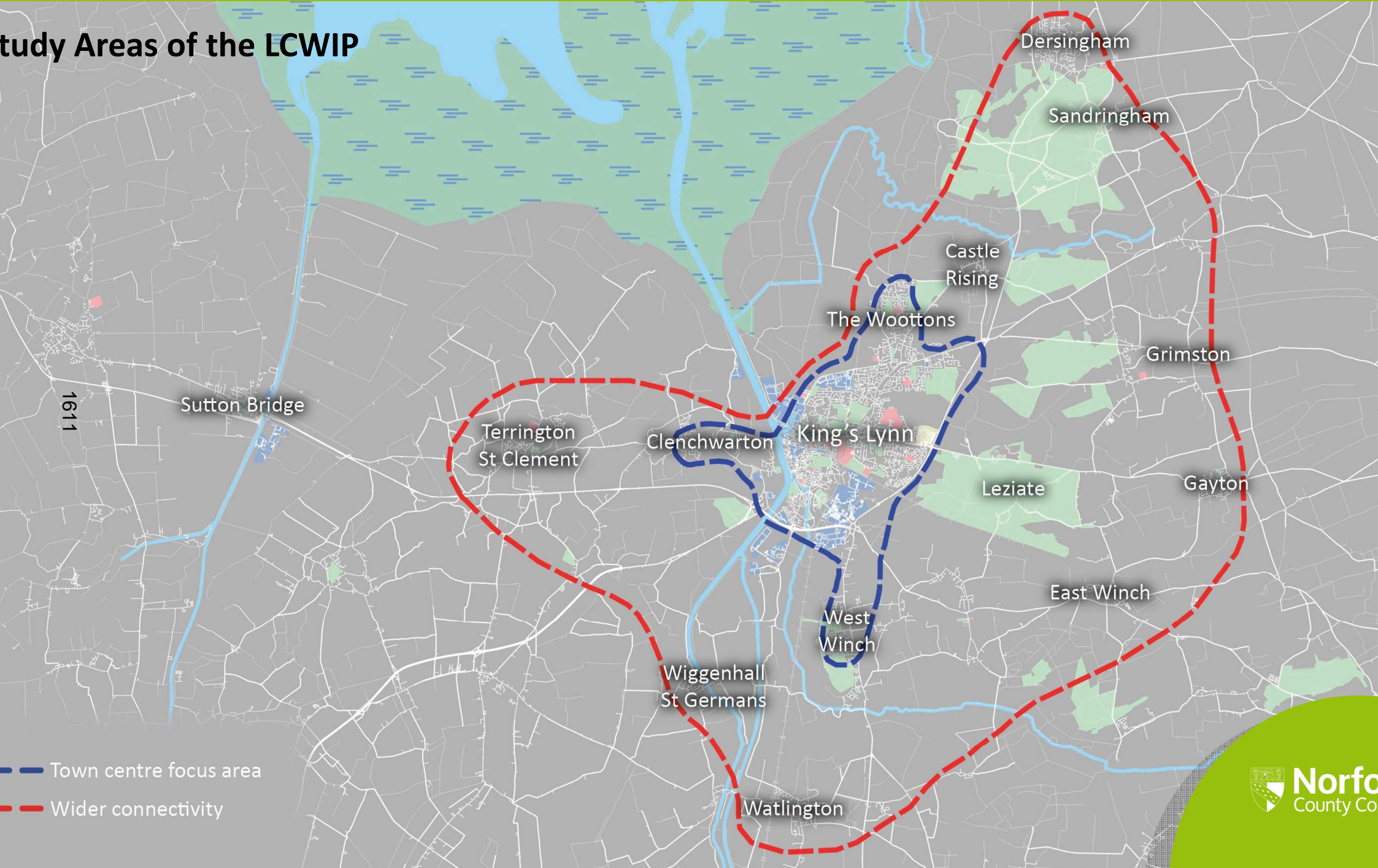


LCWIP will align with the recent Gear Change report and the Cycle Infrastructure Design Guidance

# Stages of an LCWIP

Stage	Title	Details	How this was completed in King's Lynn
1	Determining Scope	Establish the geographical extent of the LCWIP, and arrangements for governing and preparing the plan.	Established through meetings with NCC and BCKL&WN to identify a focus study area and a wider connectivity study area so the Urban area of King's Lynn and surrounding villages are connected (see figure 3)
2	Gathering Information	Identify existing patterns of walking and cycling and potential new journeys. Review existing conditions and identify barriers to cycling and walking. Review related transport and land use policies and programmes.	Existing information gathered from a wide range of sources including Census Data, Strava data, existing traffic count data and existing strategic documents.
3	Network Planning for Cycling	Identify origin and destination points and cycle flows. Convert flows into a network of routes and determine the type of improvements required.	Network planning reviewing key attractors and following feedback from workshops and KL vision active travel survey.
4	Network Planning for Walking	Identify key trip generators, core walking zones and routes, audit existing provision and determine the type of improvements required.	Network planning reviewing key attractors and following feedback from workshops and KL vision active travel survey.
5	Prioritising Improvements	Prioritise improvements to develop a phased programme for future investment.	In progress
6	Integration and Application	Integrate outputs into local planning and transport policies, strategies, and delivery plans.	In progress

# Study Areas of the LCWIP



## Feedback to support network planning

Following the confirmation of the study area we used a wide range of data to draft the route network including

**PCT and Strava**  
*PCT predicts which routes people are most likely to want to travel on to get between their home and their super output area (SOA) and the LSOA of their workplace or school. The data displayed on Strava Metro shows the most commonly used roads for pedestrians and cyclists*

### **Widen my Path and Bicycle User Group**

- *Widen my path is an online platform which allows members of the public to suggest infrastructure improvements on a map*
- *The Bicycle User Group compiled a list of recommended cycling improvements*

### **Existing transport Feasibility Work**

- *King's Lynn Transport Study and the King's Lynn & West Norfolk Borough Council Local Development Framework – Core Strategy*

### **Key attractor Mapping**

- *Plotting all potential attractors onto a map which can be used to create the key corridors between places of employment, education, greenspace, health, and areas of future development*



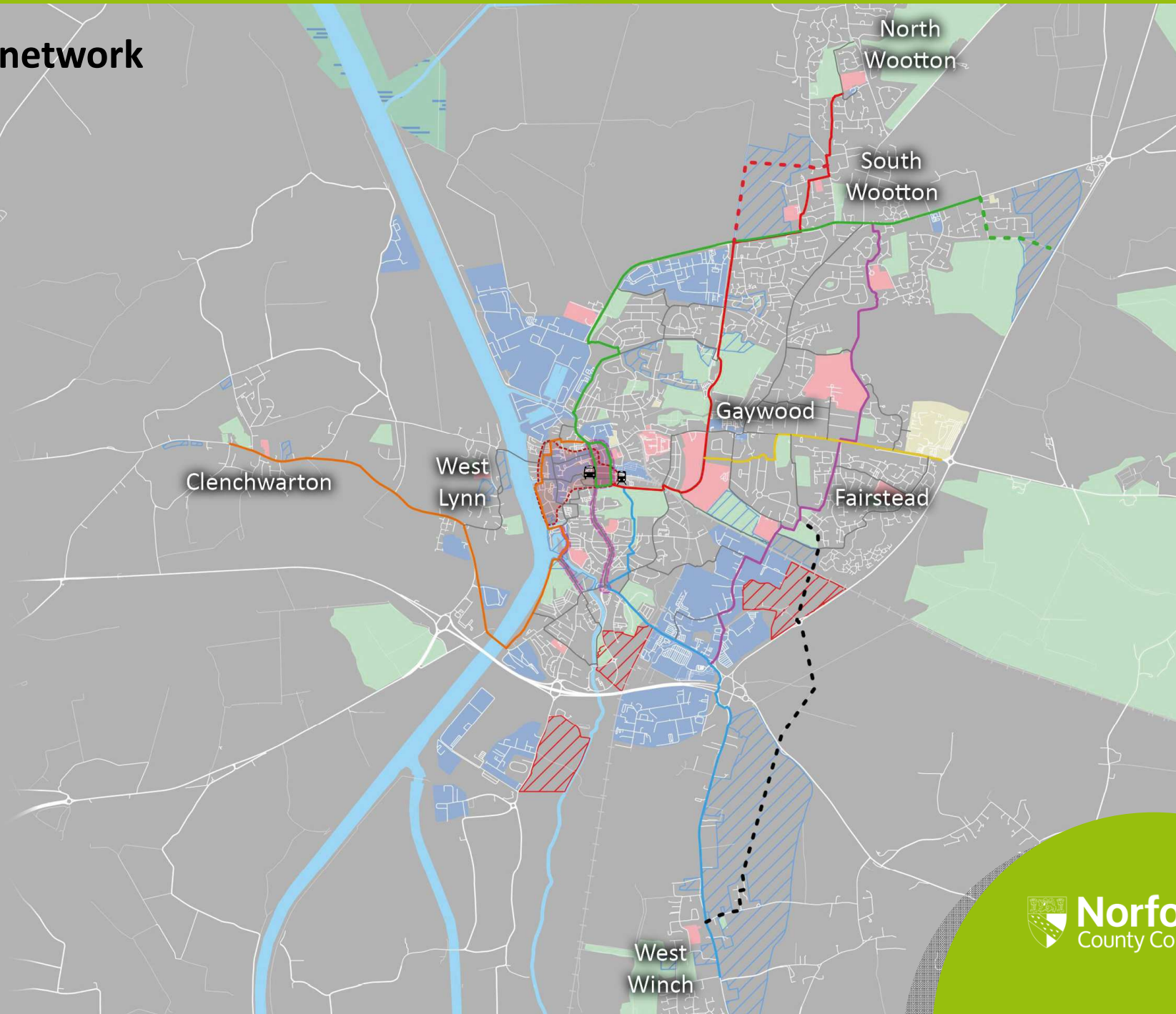
### **Route Audits**

*Route visits carried out over multiple days by NCC officers to gather on the ground information and look at which areas may need improving*

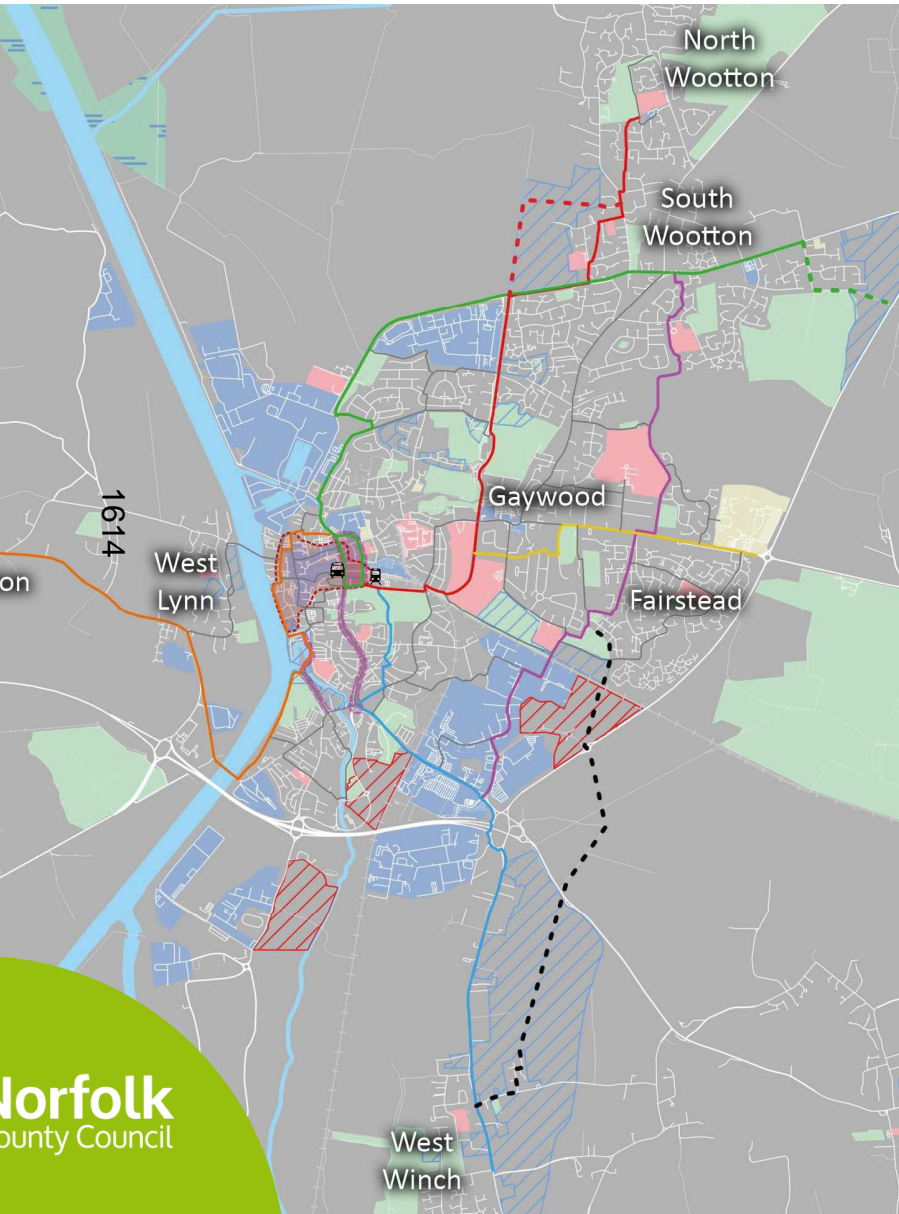


# Overview of Town Centre network

- Clenchwarton
- West Winch
- Woottons
- North Lynn
- Hospital
- Fairstead
- West Winch Future Corridor
- Neighbourhood route
- Walking zone
- Highway improvement schemes
- Proposed housing development
- Proposed industrial development
- Education site
- Employment site
- Healthcare site
- Greenspace



# Overview of Town Centre network- info on the corridors



## Clenchwarton (orange)

A 5.5km route following the river south out of King's Lynn town centre, across the Great Ouse and Clenchwarton Road to the village of Clenchwarton. Passes through Harding's Pit, residential areas, schools, and areas of employment including Saddlebow Industrial Estate and East Coast Business Park.

## West Winch (blue)

A 5.3km route from The Walks park to West Winch. It passes through the large employment sites of Hardwick Industrial Estate, Campbell's Meadow Retail Park, and Hardwick Narrows Industrial Estate. A proposed housing development to the east of West Winch is almost 2km<sup>2</sup> which is the largest in the area, bringing employment, new greenspace and residential housing.

## Woottons (Red)

A 5.3km mostly off-road route from the train station to the north, ending in North Wootton. It covers large green spaces including Lynnsport and Wootton Park; King's Lynn Academy, King Edward VII Academy and North Wootton Academy; the North Lynn Industrial Estate and the villages of North and South Wootton, including the Larkfleet Homes development.

## North Lynn (green)

A 6.5km route from the centre of King's Lynn around the outer road, ending to the north east of the town towards South Wootton. It passes by the major industrial areas of King's Lynn docks and the North Lynn Industrial Estate, St Edmunds Academy, and the large residential area of South Wootton.

## Hospital (yellow)

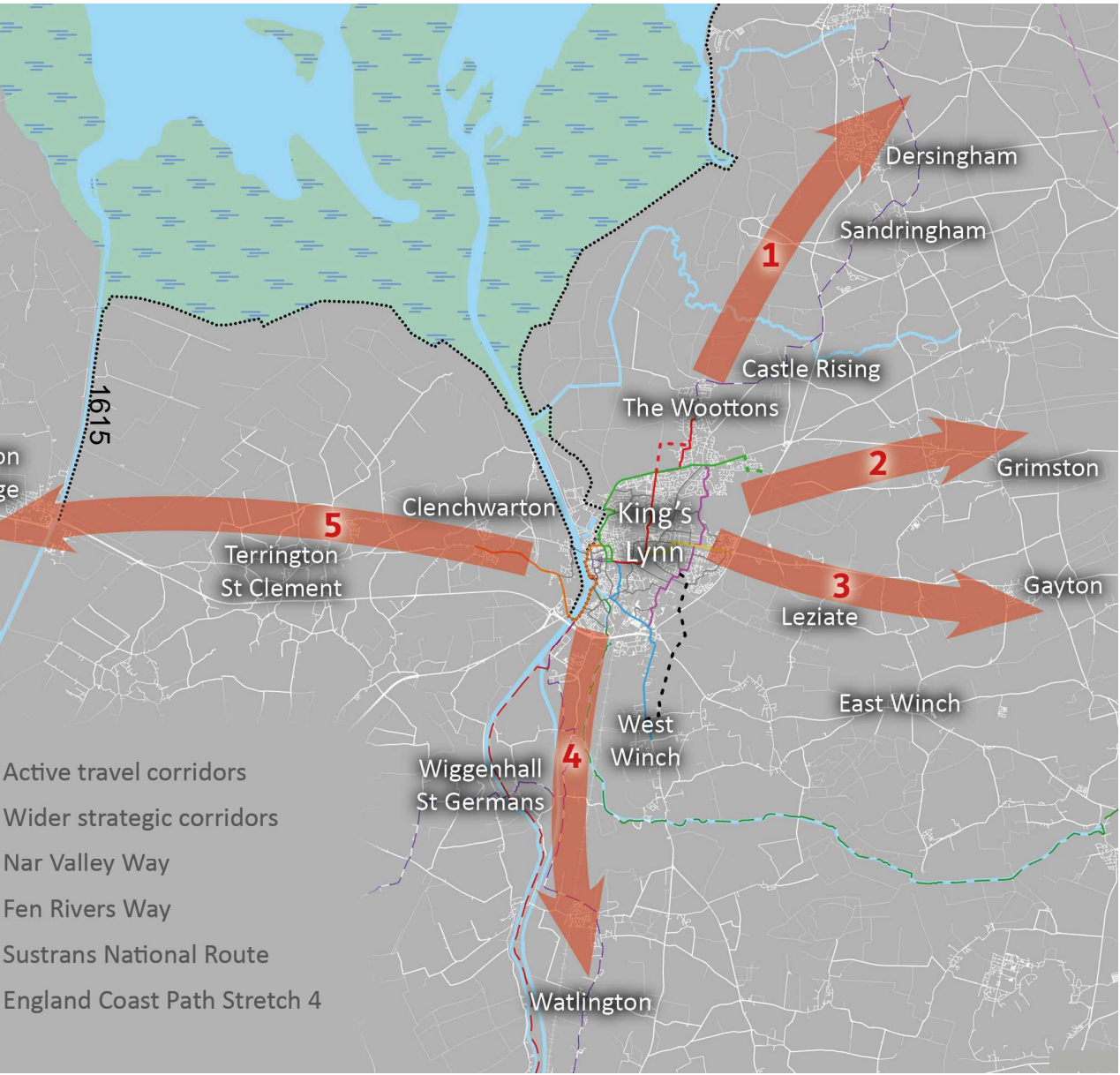
A 2.4km route from the Sandringham Way Railway Path to the Queen Elizabeth Hospital. It passes through the residential estates to the east of King Edward VII Academy and provides access to King Edward VII Academy before following the Gayton Road. Gayton Road has links via neighbourhood routes to Springwood High School and the large estates within Fairstead.

## Fairstead (purple)

A 5.6km route from Hardwick Industrial Estate to South Wootton. The corridor runs through the Hardwick industrial estate and the proposed employment expansion area, crossing the railway line, through the residential sites of Fairstead, Gaywood and Reffley, and finishing at the southern end of South Wootton. It provides a connection to several green spaces, including Reffley Wood. It also provides access to several schools: Springwood High School, Reffley Community School & Nursery, and Howard Junior School.



# Overview of Wider Network



## To Dersingham (1)

North out of King's Lynn, making use of Sustrans NCN 1 and aligned proposed Greenway to Hunstanton, linking the village of Castle Rising Sandringham to Dersingham.

## To Grimston (2)

East out of King's Lynn towards Grimston, potentially using routes identified during the feasibility study of the Greenway to Fakenham.

## To Gayton (3)

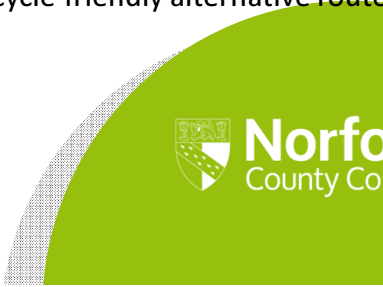
East out of King's Lynn towards Gayton, taking in Bawsey Country Park potentially using routes identified during the feasibility study of the Greenway to Fakenham.

## To Watlington (4)

South of King's Lynn, potentially using Sustrans NCN Route 1 and NCN 11. It may also link with the Norfolk Trails, Fen Rivers Way and Nar Valley Way.

## To Sutton Bridge (5)

West out of King's Lynn towards Sutton Bridge via Clenchwarton and Terrington St Clement, using a more cycle friendly alternative route to A47.

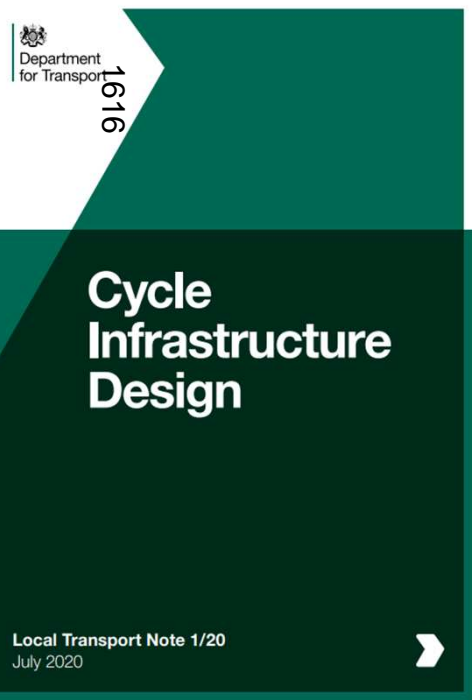


## Next steps

Feedback from stakeholders on the priority routes identified

Review of routes against the latest Cycle Infrastructure Design Guidance (LTN120), inclusion of  
other schemes identified and scheme prioritisation

Report finalisation and adoption



# Regeneration and Development Panel

## Norfolk Tourism Support Package

12<sup>th</sup> January 2021

Borough Council of  
King's Lynn &  
West Norfolk



# Norfolk Tourism Support Package

*Project Aim : moving forward strategic projects and supporting the economic recovery of Norfolk post the COVID-19 pandemic.*

- £361,461 allocation for King's Lynn and West Norfolk
- **Eligible Activity:**
  - Package of immediate and high-impact measures to support the short-term and medium-term recovery of the tourism sector.
  - PPE, cleaning products, improve the presentation, cleanliness and hygiene of key tourism locations and the public realm; communication with visitors; business support grants; and increased staff costs relating to cleaning, marshalling and delivery of the tourism offer within public spaces.
  - support to extend Autumn/Winter 2020/1 season and early 'reopening' in 2021
- **Spend by 31<sup>st</sup> March 2021 (subject to review by Norfolk Leaders)**



# Activity to date

- Business Adaption Fund
- Autumn & Winter Adaption Fund
- Cleaning products
- Outdoor Seating
- 'West Norfolk Welcomes'

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# Business Adaption Fund

**Aim:** Adaptations and interventions to comply with social distancing or hygiene requirements brought about by the COVID-19 pandemic.

**Criteria:**

- Eligible for 50% of the cost of eligible activity, up to a maximum of £3k
- Employ less than 50 people
- Trading is based in the district
- Operate in the Tourism, Hospitality, Leisure, Cultural sectors, excluding accommodation

**Eligible Costs: capital items relating to social distancing & hygiene requirements e.g.**

- Shop-specific signage
- Barriers or “one-way” set ups
- Improvised waiting areas
- Interventions to support appropriately spaced outdoor service
- Hand sanitiser stations
- Point of sale protective screens
- Adaptations for serving food or drink
- PPE





# Business Adaption Fund

- 27 Grant recipients
- £25,613 grants awarded
- £61,079 total project costs to businesses

# Autumn & Winter Adaption Fund

**Aim:** To assist with the extension of the tourism season for their business into the autumn and winter months (defined as October, November, December, January and February), for activity that would otherwise not have happened.

## Criteria

- 50% of costs of interventions of up to £3k Employ less than 50 people
- Trading be based in the district
- Operate in the Tourism, Hospitality, Leisure, Cultural and Visitor Economy sector excluding accommodation
- 50% funding towards any intervention to allow businesses to open across the winter months where they previously would not have done.

## Eligible Costs:

Capital items to allow opening in the winter;

- Outdoor equipment (excluding heating and lighting) /Insulation /Weather-shielding equipment, such as wind breaks
- Items to support social distancing in the winter period i.e. temporary structures such as awnings or marquees.
- Online/Mobile-based interventions to reduce queueing
- Interventions to support clean travel to destinations



# Autumn & Winter Adaption Fund

- 32 Grant recipients
- £59,719 grants awarded
- £203,144 Total project costs/investments made by businesses

# Case Studies

King's Arms Shouldham:  
<https://youtu.be/sOqgQ0jERxs>

Rose & Crown Snettisham:  
<https://youtu.be/N6xGD0IPnFY>

The Swan Inn South Wootton:  
<https://youtu.be/b8LjZzwBt8E>



# Next Steps

- Focus on reopening of season
- Clean, attractive, safe tourism offer
- Seeking extension to 31st July 2021
- Projects include:
  - Public realm improvements
  - ‘Safe, responsible tourism’ signage
  - More outdoor seating equipment
  - Compactable bins for Hunstanton
  - Digital Signage in KL, Hunstanton & Downham Market
  - Heacham toilets upgrade



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NO  
TRACE**

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**NOW AVAILABLE TO PRE-ORDER**





**Any questions?**

# Budget

1628

<u>Item</u>	<b>Norfolk Tourism Support Package Allocation</b>
Tourism Adaption Business Fund	£45,000
Autumn & Winter Adaption Business Fund	£45,000
Digital Signage	£70,000
Signage (safe tourism, safe reopening / consumer confidence messaging)	£7,000
Cleaning Products	£10,000
Heacham Toilets Upgrade (provisional contribution subject to match funding)	£10,000
Waste facilities (compactable bins)	£50,000
Paid staff to clean	£43,000
Outdoor seating	£25,000
Street Furniture/Public Realm Improvements	£55,000
<b>Total</b>	<b>£361,461</b>

