

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



Regeneration and Development Panel

Agenda

Tuesday, 8th June, 2021
at 4.30 pm

in the

**Assembly Rooms
Town Hall
Saturday Market Place
King's Lynn**

Also available to view on [WestNorfolkBC on You Tube](#)



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

Monday, 31 May 2021

Dear Member

Regeneration and Development Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 8th June, 2021 at 4.30 pm** in the **Assembly Room, Town Hall, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Appointment of Vice Chair for the forthcoming year

2. Apologies for absence

To receive any apologies for absence.

3. Minutes (Pages 5 - 10)

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 Chair 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 Chair of their intention to do so and what items they wish to be heard before a decision on that item is taken.

7. Chair's Correspondence

If any.

8. Appointments to Task Groups and Informal Working Groups (Page 11)

9. Local Plan (30 minutes) (To follow)

To consider the report and make any appropriate recommendations to Cabinet.

10. Rules and Regulations for Caravan Sites (20 minutes) (Verbal Report)

To receive information from officers.

11. Local Cycling and Walking Infrastructure Plan (30 minutes)

To receive a presentation on Local Cycling and Walking Infrastructure Plan. A copy of the presentation will be sent to Members prior to the meeting.

12. Southgates Masterplan (20 minutes) (To Follow)

To consider the report and make any appropriate recommendations to Cabinet.

13. Towns Fund Update (5 minutes) (Verbal Report)

14. Work Programme and Forward Decision List (Pages 12 - 17)

15. Date of the next meeting

To note that the next meeting of the Regeneration & Development Panel is scheduled to take place on 20th July 2021 in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn.

To:

Regeneration and Development Panel: Miss L Bambridge, P Beal, F Bone, C Bower, Mrs J Collingham (Chair), C J Crofts, M de Whalley, P Gidney, B Jones, C Manning, T Parish and D Whitby

Relevant Portfolio Holders.

Officers

Jemma Curtis, Regeneration Programmes Manager
Duncan Hall, Assistant Director
Alan Gomm, Planning Policy

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, 13th April, 2021 at 4.30 pm in the 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, B Jones, J Lowe, C Manning, C Morley, T Parish, S Patel, V Spikings, M de Whalley and D Whitby.

PORTFOLIO HOLDERS:

Councillor R Blunt – Portfolio Holder for Development
Councillor P Gidney – Portfolio Holder for Project Delivery
Councillor P Kunes – Portfolio Holder for Commercial Services

PRESENT UNDER STANDING ORDER 34: Councillors A Dickinson, C Hudson, J Rust and A Ryves.

OFFICERS:

Duncan Hall – Assistant Director
Dale Gagen – Assistant Director
Jemma Curtis – Regeneration Programmes Manager
Humphrey Jamieson – HAZ Programmes Manager

RD193: **WELCOME AND INTRODUCTIONS**

The Chair welcomed everyone to the meeting and reminded those present that the meeting was being live streamed on You Tube.

[To view the recording of the item please click here.](#)

RD194: **APOLOGIES FOR ABSENCE**

There was none.

RD195: **MINUTES**

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

RD196: **DECLARATIONS OF INTEREST**

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

Councillor de Whalley declared an interest in RD200: Parkway.

Councillor Hudson declared an interest as a Planning Committee Member.

RD197: **URGENT BUSINESS**

There was none.

RD198: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Dickinson, Hudson, Rust and Ryves.

RD199: **CHAIR'S CORRESPONDENCE**

There was none.

RD200: **PARKWAY**

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

The Assistant Director presented Members with technical information on the previously agreed policy decision by the Council and how this should be implemented.

A copy of the presentation is attached.

The Chair thanked the Assistant Director for his presentation and invited questions and comments from the Panel, as summarised below.

In response to a question from Councillor Bambridge it was confirmed that peat would probably be left in situ and he provided details of the licences required for water voles.

Councillor Rust addressed the Panel under Standing Order 34 referring to the ransom strip in the Industrial Estate and the Assistant Director confirmed that authorisation would be required to open up the ransom strip for the bridge.

In response to questions from Councillor Bone regarding the private rented units and strains on schools, the Assistant Director provided details of the Local Authority Company and the process involved for letting the units.

In response to questions and comments from Councillor Morley the Assistant Director provided details of the contingency plans, early contractor involvement and the cost of the bridge.

Councillor Hudson addressed the Panel under Standing Order 34 and the Assistant Director confirmed that Norfolk County Council Highways were involved in the project and as part of the scheme a car parking

area would be included in Gaywood to alleviate the congestion during school drop off and pick up.

Councillor Dickinson addressed the Panel under Standing Order 34 and made reference to expenditure and income and agreed to email the Assistant Director with her queries.

Councillor Ryves addressed the Panel under Standing Order 34. The Assistant Director explained the benefits of the bridge which had been considered previously, the cost of the roads and access.

The Vice Chair, Councillor Parish asked about public consultation and engagement and the Assistant Director provided details of the work that had been carried out including letter drops and consultations and working with schools.

Councillor Dickinson addressed the Panel under Standing Order 34 and referred to the eastern plot and the bridge. The Assistant Director outlined the need for housing in the area and that this scheme would satisfy part of this need.

Councillor Hudson addressed the Panel under Standing Order 34 and referred to road access through Fairstead. The Assistant Director explained that survey work had been carried out to satisfy Norfolk County Council Highways and would present the results for their consideration.

Councillor Ryves addressed the Panel under Standing Order 34 and the Assistant Director provided detail of the work carried out so far and expenditure so far, which included the College site and the funding which had been awarded.

The Chair, Councillor Collingham asked if the project would still be viable without the bridge and the Assistant Director set out the other options available.

RESOLVED: That the Regeneration and Development Panel supports the following:

That subject to a successful planning permission the Council enters into a contract with Lovell Partnerships Ltd under the Major Housing Contract and the Norfolk County Council (using the Eastern Alliance Framework agreement) to deliver this project.

RD201: **LYNNSPORT DEVELOPMENT**

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

The Assistant Director presented Members with technical information on the previously agreed policy decision by the Council and how this should be implemented.

A copy of the presentation is attached.

The Chair thanked the Assistant Director for his presentation and invited questions and comments from the Panel, as summarised below.

Councillor Morley asked for technical information about the joint venture arrangements. The Assistant Director explained that he had explained this at a previous meeting and reminded those present that the Council was the developer and Lovells was the contractor. The Assistant Director explained market absorption, delivery strategies and profit share arrangements.

The Vice Chair, Councillor Parish asked about Air Source Heat Pumps and the Assistant Director explained that technology was improving, making the units quieter and easier to maintain.

Councillor Ryves addressed the Panel under Standing Order 34 regarding costs. The Assistant Director provided details of the profit share agreements and return.

Councillor de Whalley made reference to air source heat pumps and asked if communal systems were an option. The Assistant Director explained that initially this was not an option, but technology had moved on and this could be relooked at.

RESOLVED:

That the Regeneration and Development Panel support:

That subject to a successful planning permission of the revised scheme, that the Council enters a contract with Lovell Partnerships Ltd under the Major Housing Contract to deliver this project.

RD202: **SOUTHGATES MASTERPLAN**

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

The HAZ Programme Manager provided an update on the Southgates Masterplan a copy of the presentation is attached.

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

Councillor Rust addressed the Panel under Standing Order 34 and the HAZ Programme Manager provided detail of funding opportunities

available in the future and how this project fit in with funding streams available.

The Assistant Director commented that the Southgates Masterplan would be presented to a future Cabinet meeting and this was an early opportunity for the Panel to become aware of the project in its initial stages. They would also have the opportunity to input into the project as it progressed.

Councillor Morley made reference to the King's Lynn Transport Strategy. The Assistant Director confirmed that the Masterplan would cover the whole Southgates area, not just the Southgates monument.

Councillor Dickinson addressed the Panel under Standing Order 34 and asked officers to consider keeping the King's Lynn Area Consultative Committee up to date on the project.

The Assistant Director explained that the Portfolio Holder had suggested that the Regeneration and Development Panel may wish to set up an Informal Working Group for this project. The Chair, Councillor Collingham explained that she would consider this once the Panel Members had had more opportunity to reflect on the information presented to them at this meeting.

Councillor Ryves addressed the Panel under Standing Order 34 and the Assistant Director explained that this project came into the Town Investment Plan from the Future High Streets Fund proposals.

The Regeneration Programmes Manager commented that this project also came under the Heritage Action Zone programme and the masterplan was the first part of the process to bring together a holistic plan for the whole Southgates area.

Councillor Ryves addressed the Panel under Standing Order 34 and the Regeneration Programmes Manager provided detail of the Heritage Action Zone programme and funding opportunities.

Councillor Bambridge referred to the Heritage Action Zone Working Group.

RESOLVED: The update was noted and the Panel would be kept up dated on progress.

RD203: **ARRANGEMENTS FOR CABINET MEMBERS QUESTION AND ANSWER SESSIONS GOING FORWARD**

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

The Chair informed the Panel, that at a recent Cabinet Meeting it had been suggested that Panels could consider question and answer sessions for Cabinet Members at their meetings.

RESOLVED: The Chair to email Panel Members to seek their views on potential arrangements and feed back to a future meeting.

RD204: **WORK PROGRAMME AND FORWARD DECISION LIST**

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

RESOLVED: The Panel's Work Programme was noted.

RD205: **DATE OF THE NEXT MEETING**

The next meeting of the Regeneration and Development Panel would be held on 8TH June 2021.

RD206: **EXCLUSION OF PRESS AND PUBLIC**

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

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 or Part 1 of Schedule 12 A to the Act.

RD207: **EXEMPT - TOWN DEAL BOARD UPDATE**

The Assistant Director provided an update and responded to questions from the Panel.

RESOLVED: The update was noted.

The meeting closed at 7.00 pm

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Regeneration and Development Panel		
DATE:	8 th June 2021		
TITLE:	Membership of Task Groups and Informal Working Groups 2021/2022		
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 2021/2022.</p> <p>The Panel has established the following groups:</p> <ul style="list-style-type: none"> - CIL Governance Task Group - Custom Build Task Group - HAZ Informal Working Group
RECOMMENDATIONS:
<ol style="list-style-type: none"> 1. That the CIL Governance Task Group and Custom Build 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 2021/2022 municipal year. 2. The HAZ Informal Working Group has concluded their work and can be disbanded.

For information – current Membership of Groups is below

CIL Governance Task Group – Councillors Kirk, de Whalley, Bubb, Bone, Parish and Whitby.

Custom Build Task Group – Councillors Blunt, Bone, Bubb and Rose.

HAZ Informal Working Group – Councillors Bambridge, Crofts, Howland and Whitby.

REGENERATION AND DEVELOPMENT PANEL WORK PROGRAMME 2021/2022

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
8th June 2021	Appointments to Task Groups and Informal Working Groups	Operational	Democratic Services Officer	
	Nominations to Outside Bodies	Operational	Democratic Services Officer	
	Local Plan		Alan Gomm	To Consider the plan prior to submission to Cabinet
	Towns Fund Update	Update	Jemma Curtis	
	Rules and Regulations for Camp Sites	Opposition Members item submitted by Councillor Parish	Stuart Ashworth and Alan Gomm	To receive an update from officers
	Local Cycling and Walking Infrastructure Plan	Update	Duncan Hall	
27th July 2021	Car Parking vs Development		Panel Discussion	Opportunity for the Panel to discuss the issue and come up with ideas.
	Buses		Panel Discussion	Opportunity for the Panel to have a discussion on bus provision and submit ideas to Norfolk County Council
	Portfolio Holder Q&A Session (if required)			
7th September 2021	Portfolio Holder Q&A Session (if required)			
19th October	Portfolio Holder Q&A Session (if required)			

2021				
7th December 2021	Portfolio Holder Q&A Session (if required)			
18th January 2022	Portfolio Holder Q&A Session (if required)			
1st March 2022	Portfolio Holder Q&A Session (if required)			
12th April 2022	Portfolio Holder Q&A Session (if required)			

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To be scheduled

- King's Lynn Port
- Heacham Beach Development opportunities
- Business Improvement District Update
- Hunstanton Masterplan Update

FORWARD DECISIONS LIST

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 June 2021						
	Local Plan Review Documentation – Pre Submission	Key	Council	Development Exec Dir – G Hall		Public
15	Norfolk Strategic Planning Framework – Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy (GI / RAMS)	Key	Cabinet	Development Exec Dir – G Hall		Public
	Caravan Site Management Fit and Proper Person Scheme	Non	Cabinet	Housing Asst Dr – J Greenhalgh		Public
	Anti Fraud and Corruption Strategy	Non	Council	Leader Asst Director S151- M Drewery		Public
	Southgates Regeneration Area masterplanning	Key	Cabinet	Project Delivery Asst Dir Housing & Place D Hall		Public
	Appointments to outside bodies	Non	Cabinet	Leader		Public
	Appointment to sub committees and task groups	Non	Cabinet	Leader		Public
	Review of Delegation Scheme to co-incide with changes in Cabinet areas of responsibility	Non	Cabinet	Leader		Public
	Parkway??	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Ousby		Part Open part Private - Contains exempt Information under

						para 3 – information relating to the business affairs of any person (including the authority)
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Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
3 August 2021						
	Update to the Major Project Board Terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public
	Revenue Outturn 2020/2021	Key	Cabinet	Leader Asst Dir - M Drewery		Public
5	Capital Programme and Resources 2020-2025 Outturn	Key	Cabinet	Leader Asst Dir - M Drewery		Public
	Enforcement Policy	Non	Cabinet	Environmental Services and Public Protection		Public
	Provision of legal services	Key	Cabinet	Leader Chief Executive		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Interim arrangements for meetings	Non	Cabinet	Leader Chief Executive		Public

	Town Deal	Key	Cabinet	Business Development Asst Dir Housing & Place – D Hall		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Lynnsport One	Key	Council	Project Delivery Asst Dir Companies & Housing Delivery – D Ousby		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
7	Interim arrangements for meetings	Non	Council	Leader Chief Executive		Public
	Members Enquiries arrangements	Non	Council	Leader Chief Executive		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
21 September 2021						
	Pay Award 2021-22	Non	Cabinet	Leader Exec Dir – D Gates		Public
	Review of Corporate Business Plan	Key	Council	Leader Chief Executive		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
16 November 2021						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
11 January 2022						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
8 February 2022						
	Budget	Key	Council	Leader S151 Officer Asst Dir Resources		Public
18	Capital Programme	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Treasury Management Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public
	Capital Strategy	Key	Council	Leader S151 Officer Asst Dir Resources		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 March 2022						