



Regeneration and Development Panel

Agenda

Tuesday, 27th July, 2021
at 4.30 pm

in the

**Assembly Room, Town Hall, Saturday
Market Place, King's Lynn**

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



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

Friday 16th July 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, 27th July, 2021 at 4.30 pm** in the **Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for absence

To receive any apologies for absence.

2. Minutes (Pages 5 - 12)

To approve the minutes of the previous meeting and the special meeting held on 20th July (to follow).

3. 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.

4. 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.

5. 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.

6. Chair's Correspondence

If any.

7. Arrangements for Panel Meetings (30 minutes) (Pages 13 - 20)

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

8. Panel Discussion/Breakout Session - Strategically looking at car parks and accessing town centres (60 minutes) (To Follow)

Members will have the opportunity to conduct a workshop/breakout session on the above.

9. Portfolio Holders Question and Answer Session (15 minutes)

Please note that questions must be submitted to Democratic Services in advance of the meeting.

10. Work Programme and Forward Decision List (Pages 21 - 25)

11. Date of the next meeting

To note that the next meeting of the Regeneration & Development Panel is scheduled to take place on 7th September 2021 at 4.30pm 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 (Vice-Chair), B Jones, C Manning, C Morley and D Whitby

Portfolio Holders:

Councillor Dark – Leader of the Council

Councillor Middleton – Portfolio Holder for Business, Culture and Heritage

Councillor Long – Portfolio Holder for Corporate Services

Councillor Blunt – Portfolio Holder for Regeneration and Development

Officers

Matthew Henry – Assistant Director

Honor Howell – Assistant to the Chief Executive
Lorraine Gore – Chief Executive

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, 8th June, 2021 at 4.30 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ

PRESENT: Councillors J Collingham (Chair), L Bambridge, C Bower, S Collop (substitute for F Bone), M de Whalley, P Gidney, B Jones, C Manning, C Morley (substitute for P Beal), T Parish, D Tyler (substitute for C J Crofts) and D Whitby.

PRESENT UNDER STANDING ORDER 34: Councillors A Kemp, F Bone and E Nockolds

PORTFOLIO HOLDER: Councillor R Blunt – Portfolio Holder for Development and Regeneration

OFFICERS:

Duncan Hall – Assistant Director

Jemma Curtis – Regeneration Programmes Manager

Alan Gomm – Planning Policy Manager

BY INVITATION:

Matthew Hayward – Norfolk County Council

RD1: APPOINTMENT OF VICE CHAIR FOR THE FORTHCOMING YEAR

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

RESOLVED: Councillor Gidney was appointed Vice Chair of the Panel for the Municipal Year.

RD2: APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Beal and Crofts.

RD3: MINUTES

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

Councillor de Whalley asked for his reference to air source heat pumps to be amended to ground source heat pumps. Subject to this amendment the minutes were agreed.

RESOLVED: The minutes from the previous meeting were agreed as a correct record and signed by the Chair.

RD4: **DECLARATIONS OF INTEREST**

There was none.

RD5: **URGENT BUSINESS**

There was none.

RD6: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillors Bone, Kemp and Nockolds.

RD7: **CHAIR'S CORRESPONDENCE**

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The Chair indicated that she had received two pieces of correspondence. One of which was relevant to the Southgates Masterplan and would be raised during consideration of that item.

The other was correspondence from Councillor Rust which related to short term rentals for start-up businesses. It was agreed that this item would be added to the work programme.

RD8: **APPOINTMENTS TO TASK GROUPS AND INFORMAL WORKING GROUPS**

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RESOLVED:

1. The CIL Governance Task Group and Custom Build Task Group to continue and the Democratic Services Officer be instructed to seek Membership of the Task Group from Group Leaders.
2. The HAZ Informal Working Group be disbanded as it has concluded its work.

RD9: **LOCAL PLAN**

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

The Planning Policy Manager presented the Cabinet report which was included in the Agenda. The Chair thanked the Planning Policy Manager for the report and invited questions and comments from Members, as summarised below.

In response to a question from Councillor Morley it was explained that if there were changes to the local housing need there was some flexibility built in, however a significant change would require further work to meet the need.

The Vice Chair, Councillor Gidney asked about commercial development and the Planning Policy Manager provided information on employment land included in allocations and Policies relating to uses and change of uses.

In response to a further question from the Vice Chair, it was explained that tests were carried out to ensure that sites were suitable and viable and if there were issues with unfinished sites of sites which were an eyesore they could be dealt with by the Enforcement Team.

Councillor Kemp addressed the Panel under Standing Order 34 and referred to highway infrastructure at West Winch and the importance of retaining amenity areas such as Hardings Pits. The Planning Policy Manager explained the work carried out for the West Winch development, including the Infrastructure Development Plan and the submission for major route network funding.

In response to a question from Councillor Morley, the Planning Policy Manager explained that employment generator policies were included in the plan and the CITB and Marham had been specifically mentioned.

The Chair informed the Panel that an update on CITB would be brought to a future meeting of the Panel.

RESOLVED: That the Panel support the recommendations to Cabinet, as set out below.

1. The Council approves the draft Local Plan Review for pre-submission consultation.
2. Following that consultation, the council agrees to submit the Local Plan Review.
3. The final pre-submission version of the document and methods of public consultation be agreed by the Executive Director Planning and Environment in consultation with the Portfolio Holder for Planning and Development.
4. The Council notes the updated Local Development Scheme timetable.

RD10: **RULES AND REGULATIONS FOR CARAVAN SITES**

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

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

The Chair asked if it would be possible for the Panel to be provided with a summary of the rules and regulations for their information.

Councillor Parish referred to issues with sites that did not require planning permission and that there was no access, highways, and toilet facility considerations. The Planning Policy Manager explained that permitted development did not require planning permission, but if consideration had not been given to facilities available, it may not be a desirable site for customers to visit. He explained that there was a separate regime for issues relating to noise nuisance etc.

The Vice Chair, Councillor Gidney explained that if planning permission was required it would be subject to the usual process and things such as access and highways would be a consideration.

The Chair, Councillor Collingham made reference to traveller sites and the Planning Policy Manager explained that this as a separate issue to camping and caravan sites. Councillor Bower explained that there was a plan in place in Hunstanton which worked well.

RESOLVED: The update was noted.

RD11: **LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN**

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

The Regeneration Programmes Manager and officers from Norfolk County Council presented the update. The Panel was reminded that they had received an update on this previously and the project was now in the stage of looking at specific schemes which had been identified for the priority routes.

The Chair thanked officers for their presentation and invited questions and comments from Members, as summarised below.

Councillor Bambridge asked for clarification on Austin Street proposals and it was explained that this was being looked at alongside wider changes to traffic flow in the areas. She also made reference to electric scooters and cycle theft.

Councillor Jones asked if bicycle user groups had been engaged in the project and made comments relating to North Lynn and felt that the proposals required users to almost make a 'U' turn. However, there was wasteland in the area which could be utilised. Matthew Hayward explained that he had been in contact with the bicycle user group and would take into consideration the comments relating to North Lynn.

Councillor de Whalley commented that off-road routes could be more attractive than pavement widening and asked about the criteria which

was being worked to. He also referred to the Tennyson Road crossing, the Iron bridge and Parkway. Matthew Hayward explained that the project considered cycling infrastructure guidance and solutions such as shared use and traffic calming would be looked at. He explained that Tennyson Avenue was one of the high priority schemes and he also acknowledged that the Iron Bridge was currently not up to standard and required improvement.

It was confirmed that the final report would be available in the summer and would go through Norfolk County Council and the Borough Council's decision-making processes.

Councillor Nockolds referred to North Lynn Green, Estuary Road and St Nicholas retail park areas and commented that there was two lines of hedgerows, so there could be the opportunity to widen the paths. She also made reference to barriers and Matthew Hayward explained that barriers would ensure that there was enough space for cycle users.

Councillor Kemp addressed the Panel under Standing Order 34 and commended the shared space route from Clenchwarton and West Lynn. She asked for clarification on the timeframes for funding projects. Matthew Hayward hoped that the plan should be signed off over the summer and then could be considered for future active fund and levelling up fund opportunities.

The Vice Chair, Councillor Gidney made reference to cycleways next to railways and that options should be considered. He also made reference to access on the A149 and alternative options.

RESOLVED: 1. The update was noted.
2. The comments made by the Panel be considered.
3. The final version of the Plan to be considered by the Panel once ready.

RD12: **SOUTHGATES MASTERPLAN**

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

The Chair raised correspondence she had received from a business on London Road expressing concern that they could lose parking spaces outside their businesses. The Regeneration Programmes Manager explained that there were no plans to change parking arrangements in London Road as part of this report. The report was seeking approval to commission a masterplan for the area.

The Regeneration Programmes Manager presented the Cabinet Report as included in the Agenda. The Chair thanked the Regeneration Programmes Manager for the report and invited questions and comments from Members, as summarised below.

Councillor Bambridge commented that she had received many letters from residents and businesses in the area. She also stressed the importance of retaining traffic through the Southgate and ensuring that business still retained parking outside. She acknowledged that traffic flow needed improvement and residents should be considered and consulted.

In response to a question from Councillor Morley it was explained that the creation of the Masterplan would go out to tender.

The Chair, Councillor Collingham felt that it was important that local representatives had the opportunity to input into the Masterplan.

Councillor Parish commented that it was a feature of King's Lynn that traffic came into town through the Southgate and this should be retained. He also commented that it was important to have local input into the Masterplan.

Councillor Collingham commented that it would be good for the Panel to have a breakout session on ideas for the area.

Councillor Kemp addressed the Panel under Standing Order 34 and commented that the Southgate should be retained as the route into the town, removal of parking was a worry, it was important to support businesses in the area and she also suggested pop up shops in the vacant units in the area to improve the area. She commented that it was important for local people to have input into the plan.

Councillor Bone commented that it was important to protect shops in the area, agreed that traffic should come through the Southgate and suggested that the vacant land in the area could be considered for a Doctors Surgery. He also echoed comments made by others that local input into the Masterplan was important.

Councillor Nockolds addressed the Panel under Standing Order 34 and commented that the Southgate was an important historical building and was open to visitors, and consideration should be given to making the area attractive for residents and tourists. She commented that consultation should take place with the HAZ Board.

The Vice Chair, Councillor Gidney commented that he did not feel diverting traffic from the Southgate would improve traffic flow, but consideration also needed to be given to the historic nature of the gate and if it was necessary to divert traffic around it in order to protect it.

Councillor Jones commented that consideration should be given to diverting HGV's away from the Southgates. He also commented that the traffic light sequencing needed to be looked at to improve traffic flow.

The Portfolio Holder for Regeneration and Development thanked the Panel for their comments and explained that he would discuss with officers how this could be taken forward.

RESOLVED: That the Regeneration and Development Panel support the recommendations to Cabinet, to as set out below. The Panel also asked Cabinet to consider the comments put forward by Members of the Panel and the importance of engaging local residents and businesses in the Masterplan.

1. Delegate authority to the Assistant Director for Housing, Regeneration and Place in consultation with the Portfolio Holder for Development and Regeneration to commission a masterplan for the Southgate Regeneration Area as set out in section 2 of the report.

2. Delegate authority to the Assistant Director for Housing, Regeneration and Place in consultation with the Portfolio Holder for Development and Regeneration to complete the necessary procurement, permissions and legal requirements for the works detailed in section 2 and 3 of the report.

RD13: **WORK PROGRAMME AND FORWARD DECISION LIST**

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The following was raised for consideration to addition to the Work Programme.

- CITB
- Southgates Masterplan progress.
- Car parking and development
- Local Cycle and Walking Infrastructure Plan final version
- Portfolio Holder Question and Answer sessions.
- Making better use of buses and hubs.
- Start-up shops – request from Councillor Rust

RESOLVED: The Panel's Work Programme was noted.

RD14: **DATE OF THE NEXT MEETING**

The next meeting of the Regeneration and Development Panel would be held on **Tuesday 27th July 2021 at 4.30pm in the Assembly Room at the Town Hall.**

RD15: **EXCLUSION OF PRESS AND PUBLIC**

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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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

RD16: **EXEMPT - TOWNS FUND UPDATE**

The Assistant Director and Regeneration Programmes Manager provided an update on the Towns Fund and responded to questions from Members.

RESOLVED: The update was noted.

The meeting closed at 7.19 pm

REPORT TO CABINET

Open/Exempt		Would any decisions proposed :		
Any especially affected Wards	Mandatory/	Be entirely within Cabinet's powers to decide		YES /NO
	Discretionary /	Need to be recommendations to Council		YES/ NO
	Operational	Is it a Key Decision		YES/ NO
Lead Member: Cllr Stuart Dark (Leader) E-mail: cllr.stuart.dark@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted: Group Leaders and Deputies		
Lead Officer: Lorraine Gore E-mail: lorraine.gore@west-norfolk.gov.uk Direct Dial: 01553 616345		Other Officers consulted: Management Team Assistant Directors Executive Directors		
Financial Implications YES/ NO	Policy/Personnel Implications YES/ NO	Statutory Implications YES/ NO	Equal Impact Assessment YES/ NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/ NO

Date of meeting: 3rd August 2021

COUNCIL MEETINGS – INTERIM ARRANGEMENTS**Summary**

Following the expiry of the powers granted by Section 78 of the Coronavirus Act 2020, from 7th May the council has reverted to face-to-face meetings for Members, supported by Democratic Officers in the room. This report considers the impact of the decision not to extend the facility of virtual meetings for councils and to recommend to Cabinet/Council, interim measures to enable the council to fulfil their statutory obligations in respect of council meetings whilst maintaining social distancing and COVID-19 safety measures at all times.

Although nationally, covid restrictions and legislation are being relaxed from Monday 19th July, in Norfolk, numbers of positive cases are growing to the extent they are doubling each week. The council is mindful that although regulations will no longer be in place, there is a responsibility to keep officers and members safe during this time until the impact of the relaxation of the rules is known.

Recommendation

- That Cabinet agree with the recommendations for the interim arrangements for council meetings
- It is recommended that Council and Scrutiny Panel meetings continue to meet at their current start times.
- Officers will attend meetings via Zoom to limit the number of people in the room at one time

- Members attending under SO34 may do so via Zoom or in person
- That a further review of council meetings is conducted at the end of September 2021, when the impact of the relaxing of national covid measures are more widely known

Reason for Decision

To enable council meetings to proceed according to legislation whilst maintaining COVID-19 secure at all times, reducing any associated risk to officers, members or the public.

1. Background

- 1.1 Under the powers granted by section 78 of the Coronavirus Act 2020, new regulations were introduced to allow local authorities to meet remotely or in hybrid format. The regulations came into force on 4 April 2020 and applied to meetings taking place before 7 May 2021.
- 1.2 The regulations were brought in specifically to make express provision for local authorities to deal with the challenges of holding physical meetings during the coronavirus pandemic. They have helped local authorities to redeploy resources to deal with the pandemic and ensure that essential business continues whilst protecting the health and safety of their members, officers and public.
 - 1.2.1 The regulations allowing hybrid meetings ended on 7 May 2021 and despite a High Court challenge, council meetings must be held in person. For hybrid meetings to continue, new primary legislation would be required.
- 1.4 Over the past few months, the borough council has worked hard with partners to manage the pandemic, deal with local outbreaks, and roll out the vaccination programme whilst providing business as usual services. We have also recently delivered a double set of COVID-secure elections and subsequent Annual General Meetings. The provision of virtual meetings has allowed for critical decisions to be made democratically and without undue delay. It has, without doubt, increased the transparency of the decision-making process and the equity of access for elected members and the public.
- 1.5 The Prime Minister has announced that all covid restrictions will be relaxed on Monday 19th July 2021. However, in Norfolk and across the country, cases of the Delta variant of covid continue to rise and are currently doubling each week. For west Norfolk, the number of positive cases are at similar levels to those seen in the middle of February 2021, despite the highly successful vaccination programme. It is with

this in mind that the council should proceed with caution and try to maintain social distancing wherever possible.

2. Options Considered

- 2.1 With the covid legislation revoked, council meetings require physical attendance. The decision makers are required to be in the room for the meeting to be valid. The public can attend if they wish, subject to adherence to social distancing guidelines.
- 2.2 The legislation does not apply to working groups who may continue to meet remotely and Members attending under SO34 may also attend remotely as they are not the decision makers in the room.
- 2.3 There have been some significant benefits of remote meetings, including:
 - Increased flexibility for councillors e.g. travel/time constraints to attend physical meetings were overcome, particularly where there were consecutive meetings in one day.
 - Reduced vehicle uses with a positive impact of Co2 emissions related to each meeting
 - More efficient use of councillor time
 - Increased citizen engagement
 - Assisted councillors with caring responsibilities
- 2.4 Following a High Court decision that in-person meetings will go ahead following a challenge from several local authorities, the Government has held a 'Call for Evidence' consultation process to which the council has provided a response (Appendix A). In the intervening period, the council has reverted to face-to-face meetings.

3. Interim arrangements for council meetings

- 3.1 Pending any outcome of the government's consultation process, the existing arrangements for council meetings will continue and will be reviewed again at the end of September 2021.
 - 3.1.1 Council meetings will be held in the Assembly Room or the Stone Hall at the Town Hall if necessary.
 - 3.1.2 Members of each committee or panel will be required to physically join the meeting or apologies should be sent
 - 3.1.3 Members attending under SO34 may do so in person, but alternatively may join via Zoom.
 - 3.1.4 Members of the public may attend in person or view via the YouTube channel. Public speakers in Council and Planning can join via Zoom as they do now.

- 3.1.5 Live streaming of all council meetings will continue
- 3.1.6 Democratic Services officers will attend the meetings in person, with support from ICT and other Democratic Services Officers will carry out the administration of the live stream remotely
- 3.1.7 All other council officers attending meetings will join remotely to keep numbers in the room to a minimum except for the member of senior management team supporting the panel.
- 3.1.8 Whilst not compulsory, we strongly recommend that all members undertake lateral flow testing prior to attending a meeting. If that test is positive, that Member should self-isolate until a PCN test can be carried out.

4. Policy Implications

- 4.1 Returning to face-to-face meetings will not require an amendment to currently policy. However, this may change if the government introduces new primary legislation for council meetings following the consultation process.

5. Financial Implications

- 5.1 Introducing hybrid meetings will inevitably lead to cost savings relating to both officers and members. Time spent on travel and travel expenses will reduce. The annual cost of Zoom is £3,262.80 which should be offset by the savings made in travel claims.

6. Personnel Implications

- 6.1 There will be benefits to council officers attending hybrid meetings as prior to the pandemic, an officer had to attend the face-to-face meeting at the start and wait for their agenda item. They can now be invited into the meeting at the appropriate time, negating the need for them to attend for items which they are not responsible for.
- 6.2 Hybrid meetings may also help with safety measures as officers will not be required to attend the meeting in person will be able to avoid travelling in poor weather/dark evenings across a rural area. This applies equally to members attending under SO34 and not required to attend the meeting in person.

7. Statutory Considerations

- 7.1 Implementing the recommendations will align with current statutory obligations.

Equality Impact Assessment (EIA)

Pre-screening equality Impact Assessment attached.

8. Risk Management Implications

8.1 There are two risks to the recommendations

1. Failure of the ICT systems streaming the meetings
2. A virtual attendee losing connection and not able to reconnect

8.2 Whilst the risks are significant, it is difficult to mitigate against them as we are unable to foresee if/when they occur. However, an ICT representative will be available at all meetings to try to resolve any issues as they arise. Officers and members will also be able to connect to the Teams/Zoom meeting by telephone should such an issue occur.

9. Environmental Considerations

9.1 As noted previously in this report, the proposal will reduce Co2 emissions due to fewer people attending the meetings and the related reduction in vehicle usage.

10. Declarations of Interest / Dispensations Granted

10.1 None

Background Papers

Coronavirus Act 2020 Section 78

<https://www.localgov.co.uk/Virtual-council-meeting-challenge-dismissed-by-High-Court/52242>

https://consult.communities.gov.uk/local-government-stewardship/local-authority-remote-meetings-call-for-evidence/consultation/my_response?user_id=ANON-N2UZ-453H-K&key=fbdecc3d1255befa6002f2249e65d89d4d6413ed

Pre-Screening Equality Impact Assessment



Name of policy/service/function	Council meetings				
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 rigidly constrained by statutory obligations					
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	X			
	Disability	X			
	Gender	X			
	Gender Re-assignment	X			
	Marriage/civil partnership	X			
	Pregnancy & maternity	X			
	Race	X			
	Religion or belief	X			
	Sexual orientation	X			
	Other (eg low income)	X			
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 favoring a particular community or denying opportunities to another?	No	<p>Members of the public have an improved ability to observe and take part in the democratic process. They can physically attend the meetings and/or where they have access to the necessary technology can watch live via Zoom or Youtube and could be invited to participate via Zoom.</p> <p>The ability to access the meeting digitally from home or their choice of place may be beneficial for those reliant upon with public transport, those on low incomes or those with mobility issues.</p> <p>The ability to view/listen to the live/recorded proceedings may also provide a richer experience than relying upon the written agenda, reports and minutes.</p>			
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?	No				
<p>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</p>	No	Actions:			
		<p>Actions agreed by EWG member:</p>			
Assessment completed by: Name	18				
Job title	Date				

Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.

REGENERATION AND DEVELOPMENT PANEL WORK PROGRAMME 2021/2022

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
8 th 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	
20 th July 2021 – Special Meeting	Town Deal Prioritisation			To consider the proposals prior to the Town Deal Board and Cabinet
27 th July 2021	Panel Discussion/Breakout session – Strategically looking at car park locations and how people access the Town Centre.		Panel Discussion	Opportunity for the Panel to discuss the issue and come up with ideas.
	Portfolio Holder Q&A Session (if required)			
	Arrangements for Panel Meetings	Cabinet Report	Honor Howell	To consider the report and make any appropriate recommendations to Cabinet
7 th September 2021	Portfolio Holder Q&A Session (if required)			

	Opposition Members Item – Start up units/short term rentals	Request from Councillor Rust		
19th October 2021	Portfolio Holder Q&A Session (if required)			
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)			

To be scheduled

- King's Lynn Port
- Heacham Beach Development opportunities
- Business Improvement District Update
- Hunstanton Masterplan Update
- CITB Update
- Southgates Masterplan Progress
- LCWIP Final Version

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
3 August 2021						
	Provision of Monitoring Officer	Key	Cabinet	Leader Chief Executive		Public
	Members Enquiries arrangements	Non	Council	Leader Chief Executive		Public
	Parkway	Key	Council	Project Delivery Asst Dir Companies and Housing Delivery – D Ousby		Public
23	Allocation of members budget for ward issues.	Non	Cabinet	Climate Change and Commercial Services Exec Dir – L Gore		Public
	Staffing for Communications	Non	Cabinet	Leader Exec Dir – D Gates		Public
	Interim Arrangement for meetings	Non	Cabinet	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
24 August 2021 - Special Meeting						
	Town Fund Submission	Key	Cabinet	Regeneration & 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)
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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
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
	Update to the Major Project Board terms of reference	Non	Cabinet	Leader Asst Dir Property & Projects – M Henry		Public
24	Balloon and Lantern Policy	Non	Cabinet	Corporate Services and Environment Asst – M Chisholm		Public
	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)
	Revenue Outturn 2020/2021	Key	Cabinet	Leader Asst Dir - M Drewery		Public
	Capital Programme and Resources 2020-2025 Outturn	Key	Cabinet	Leader Asst Dir - M Drewery		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	Gambling Act – Statement of Principles	Non	Council	Environment Assistant Director – S Ashworth		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
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
	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						