

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

ENVIRONMENT AND COMMUNITY PANEL

**Minutes from the Meeting of the Environment and Community Panel held on
Tuesday, 3rd January, 2023 at 4.30 pm in the Council Chamber, Town Hall,
Saturday Market Place, King's Lynn PE30 5DQ**

PRESENT: Councillors C Sampson (Chair), C Bower, A Bubb, A Bullen, S Collop, M de Whalley, T Parish and M Wilkinson.

PRESENT UNDER STANDING ORDER 34: Councillor Kemp

PORTFOLIO HOLDER: Councillor Kunes – Portfolio Holder for Environment and Community

OFFICERS:

Martin Chisholm – Assistant Director

Duncan Hall – Assistant Director

Jemma Curtis – Regeneration Programmes Manager

Nicola Cooper – Place Based Investment Programme Officer

BY INVITATION:

Captain Jary – King's Lynn Conservancy Board

EC41: APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Devereux and Kirk.

EC42: MINUTES

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Councillor Parish raised a concern relating to Councillor Devereux's update provided at the previous meeting in which he stated that he had been appointed Chair of the Wash Shoreline Management Plan Elected Members Forum. Councillor Parish commented Councillor Devereux was also acting as a consultant for the Wash Barrier PLC and that this presented a conflict of interest. Councillor Parish commented that he had taken the issue up with the Leader of the Council.

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

EC43: DECLARATIONS OF INTEREST

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The Chair, Councillor Sampson and Portfolio Holder Councillor Kunes declared an interest in item EC47: Update on the Work of King's Lynn Conservancy Board as they were both Council appointed Members of the Board.

EC44: **URGENT BUSINESS**

There was none.

EC45: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Kemp.

EC46: **CHAIR'S CORRESPONDENCE**

There was none.

EC47: **UPDATE ON THE WORK OF KING'S LYNN CONSERVANCY BOARD**

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Captain Jary from the King's Lynn Conservancy Board attended the meeting and provided the Panel with an update on the work of the Conservancy Board, as attached.

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

Councillor Kemp addressed the Panel under Standing Order 34 and asked about the state of pollution in and around The Wash and for the Conservancy Board's thoughts on the proposal for the Wash Barrier. Captain Jary explained that the Conservancy Board had a pollution plan in place, support from a national body, response equipment and monitoring was also undertaken by IFCA. It was explained that over the past two to three years levels had been good and clean. Captain Jary explained that sewage spills were not within the remit of the Conservancy Board and small spills often did not show up on the monitoring equipment as they did not affect the pollution levels.

In relation to the Wash Barrier Project, Captain Jary explained that it was concerning that the Conservancy Board and other port authorities that would be affected by the proposals had not yet been consulted. He explained that there were concerns, but he awaited the detail and that the proposals would have an impact on the natural environment of the Wash.

Councillor Bullen asked questions relating to visiting crafts and Captain Jary explained that he worked closely with the Council on the operation

of the Pontoons and provided navigational assistance to visiting pleasure craft. He supported plans for the improvement of the facilities available at the Pontoons.

Councillor de Whalley asked questions about the accessibility of the Ferry and what work the Conservancy Board was doing to tackle climate change. Captain Jary explained that the Conservancy Board was not responsible for the Ferry, but commented that there was not an easy solution to improve access.

With regards to Climate Change, Captain Jary explained that sea level rises were discussed at Conservancy Board meetings and the Board had a duty to safeguard craft and offices. Siltation was also managed through byelaws to ensure that the cut was deep enough for ships to pass through, and this year some dredging would be required to take silt and sand out of the system.

In response to a question from Councillor Parish, Captain Jary explained that the Conservancy Board's Annual General Meeting was open to the public and papers from meetings were available from the Conservancy Board upon request.

In response to a further question from Councillor Parish relating to sea water quality which had resulted in a shellfish ban and flow from rivers, Captain Jary explained that the ban on shellfish was due to natural pollutants which could not be controlled. He also explained that there were many factors that could affect the flow from rivers including the amount of inland rainwater and how much water had been diverted.

Councillor Bubb commented that the Ferry was not fit for purpose and Captain Jary explained that it was not an option to use Common Stathe Square as a Ferry landing stage as it was used for ship traffic and turning into the docks and would be dangerous.

RESOLVED: The update was noted.

EC48: **UK SHARED PROSPERITY FUND (UKSPF) AND RURAL ENGLAND PROSPERITY FUND (REPF) UPDATE**

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

The Assistant Director explained that this report was a follow on from the Cabinet report of 21st July 2022 and provided an overview of the UK Shared Prosperity Fund and Rural England Prosperity Fund funding allocations and how they would be administered. A copy of the presentation is attached.

Officers firstly presented information on the UK Shared Prosperity Fund and invited questions and comments from the Panel.

Councillor Bubb referred to the Markets Task Group which had made a list of recommendations to enhance the Market offer and it was confirmed that this could be considered.

Councillor Kemp addressed the Panel under Standing Order 34 and stated that she supported the Ferry feasibility study. She commented that active travel, public transport, increasing footfall in the town centre and improvements to coastal footpaths especially in West Lynn should be a priority for this funding.

Councillor de Whalley asked for the Norfolk Greenways Project, projects to reduce air pollution, Kick the Dust project, expansion of the school of nursing and the Carnegie Library to be considered for this funding. The Regeneration Programmes Manager informed Members that at the Regeneration and Development Panel meeting on 10th January would be receiving information on the Norfolk wide Local Cycling and Walking Infrastructure Plan which would cover elements of the Norfolk Greenways Project.

In response to a question from Councillor de Whalley, the Assistant Director explained that it hoped that this was long term funding, but the future was always uncertain. He also reminded the Panel of the Tourism Informal Working Group who were looking at a high-level strategy for West Norfolk.

Councillor Bullen made a plea that the funding was not just King's Lynn focussed and it was vital that Downham Market and the Southern part of the Borough be included. Councillor Bower agreed that it needed to be Borough wide and that Hunstanton also be included.

The Assistant Director explained that an equitable approach would need to be ensured and there would be a role for Councillors to promote the funding within their local communities.

Councillor Kunes, Portfolio Holder for Environment and Climate Change endorsed comments made by Councillor Kemp in that he supported improvement works to the West Lynn Footpath.

Members were reminded that there were two different funds available, one of which was focussed on Rural Prosperity and officers provided information on the Rural England Prosperity Fund.

Officers explained that as this was a specialist field it was anticipated that administration of the scheme would be outsourced to an organisation that had experience in administering grants. Once funding allocations had been confirmed, then work would be carried out with delivery partners to identify the application process. It was also clarified that the scheme would be complementary to CIL and would not duplicate Parish Partnership Schemes.

Members were provided with information on the Partnership Board and Programme Management Board.

Councillor Parish commented that other industries needed to be considered over and above Tourism and commented that it should not just be about increasing Tourism, but ensuring that it is managed, and the infrastructure is there to support it.

RESOLVED: That the Environment and Community Panel recommends Cabinet approval for the progression of Officer work to expediate spend of the UKSPF funding for 2022/2023 and support for preparatory work to facilitate delivery of both the UKSPF and REPF programmes into 2023/24 as set out in the presentation.

EC49: **UPDATE ON THE OPERATION OF THE HOMELESSNESS AND HOUSING DELIVERY TASK GROUP FROM TASK GROUP MEMBERS**

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

Councillor Collop who was a Member of the Task Group raised concerns that the Terms of Reference for this Task Group stated that it would meet on a monthly basis, but currently this was not the case.

Councillor Bubb who was a Member of the Task Group explained that it was important for the Task Group to meet monthly over the winter period and that there should be a schedule of monthly meetings between October and April.

RESOLVED: The Chair agreed to meet with officers and Members of the Task Group and bring an update back to the Panel at the next meeting.

EC50: **WORK PROGRAMME AND FORWARD DECISION LIST**

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

The following items were identified for consideration for addition to the Work Programme:

- Friends of Horsey Seals update.
- Norfolk Rivers Trust update on what they were doing to improve river quality.
- Wash Barrier Proposal.
- Anglian Water and Water Extraction.
- Opportunities for Young People – Employment and Aspiration.
- Councillor Collop asked for an update on Gayton Road Cemetery and the Assistant Director explained that future site options were being looked at and then an update would be presented to the Panel.

- Councillor Bubb asked for an update on footpath maintenance and schemes and was advised by the Chair to take up specific issues with Norfolk County Council.

RESOLVED: The Panel's Work Programme was noted.

EC51: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel was scheduled to take place on 21st February 2023 at 4.30pm in the Town Hall, King's Lynn.

A Joint Panel meeting has also been arranged for 2nd February 2023 at 4.30pm in the Town Hall, King's Lynn.

The meeting closed at 6.47 pm



King's Lynn Conservancy Board

Competent Harbour Authority

Introduction.

- Captain Patrick Jary.
- Harbour Master & Chief Executive of KLCB since 2017.
- Qualified Pilot at KLCB.
- Joined the British Merchant Navy in 1985.
- Served as Master for 7 years in British Merchant Navy.
- Born in King's Lynn.

Why the King's Lynn Conservancy Board was formed.

Prior to 1898 The King's Lynn Corporation, the local governing body for the town, were responsible for safeguarding the port and approaches of King's Lynn.

632 Following a marine disaster in which the merchant vessel "Wick Bay" sank in the approaches to King's Lynn thus blocking the route to the port, the Government realised the need for a specialised marine body to be formed to ensure the safety of navigation and to conserve the port, harbour and approaches.

In 1898 the King's Lynn Conservancy Board was formed by Act of Parliament. The Board was to be populated by local interested individuals including Mayors, Councillors, Businessmen, relevant stakeholders, local dignitaries and Harbour Master.

The King's Lynn Conservancy Board is a Trust Port, a self-financing, non-profit making organisation, deriving its income from users of the Port of King's Lynn, and Navigational marks in the Wash.

It receives no financial assistance from the Government or the Local Authority, but like any other commercial concern it relies on balancing income in relation to expenditure for its successful operation.

About the King's Lynn Conservancy Board.

- King's Lynn Conservancy Board is the Statutory Port and Harbour Authority, and is responsible for the safe navigation of all the users of the river Great Ouse and approaches within its area of jurisdiction.
- This area extends from Stowbridge to Hunstanton encompassing the South-eastern part of the Wash.

Trust Port Review and the King's Lynn Conservancy Board.

- In the year 2000 The Government required that all UK Trust Ports had to ensure that all policies & procedural systems were fit for purpose and met a modern standard of requirements.
- The result was the implementation of The King's Lynn Conservancy Board Harbour Revision Order 2001 which ensured that safe, standardised and systemic operational practices were adhered to under the Government's Port Marine Safety Code.
- The number of Board members was reduced from twenty one to twelve to ensure efficiency.
- The Guiding principles for the appointment process are Responsibility, Merit, Independence, Equal opportunities, Probity, Openness, Transparency and Proportionality.

KLCB Overview

- The King's Lynn Conservancy Board employs fourteen staff providing a 365 day a year service, covering all functions from pilotage, port information service, port operations, pilot cutter, tug and buoy maintenance crews and administration.
- The Board operates two Pilot cutters "St. Ann" & "United" to transfer the pilots to and from ships in the Wash.
- The Tug "Conservator" is used to assist the larger vessels dock and undock safely and also provides emergency towage cover in the port and its approaches.
- The workboat "St. Edmund" is used to maintain and move the navigation marks in the constantly changing approach channel.
- The Board owns and maintains over 40 buoys and 12 beacons, which are deployed in the approach channel. The Lightbuoys and Beacons are solar powered and the Buoys are changed and refurbished after 2 years on station.

Contingency Planning.

- The Board has its own Emergency plan, Pollution response plan and Waste management plan - all approved by the Maritime Coastguard Agency.
- The officers and staff constantly maintain proficiency by attending the required training courses for all marine and emergency response matters.
- The International Ship and Port Facility Security (ISPS) Code as implemented by Government requires that all ports have their own Port Security Plan. The Board's in place Security plan has been approved by the Maritime Security Department at the Department of Transport.
- The Board has to keep planning ahead to keep pace with the changing needs of the marine sector as well as to meet the requirements of legislation. It needs to invest in proven technology and equipment to meet the demands of a thriving port.

The way forward.

- The implementation of the financial plan will effectively direct the Boards attention to areas where action is needed to overcome any potential difficulties, and ensure that the users of the Port, and the Boards staff can carry out their day-to-day business in as safe an environment as possible.
- To implement the best practices of the Port Marine Safety Code and to assist in developing the potential of the Port of King's Lynn for the benefit of all.
- To measure the progress and assess value for money in all operations and expenditure, the Board has developed indicators and targets, which are used when presenting management information.

Openness, Accountability and fit for Purpose.

The Board meets on the Thursday following the third Wednesday of every month (except August), where reports are given on:

- The approach channel
- Environmental matters
- Finance
- Health and safety issues
- Legislation relevant to the Board
- Port operations
- Pilotage
- Trade of the Port
- Port Marine Safety Code

Minutes of the meetings and the Annual performance report are produced and are available for inspection at the Harbour Office.

King's Lynn Conservancy Board

Operational statistics.

- In 2022 KLCB assisted with the transportation of 444,273 tonnes of cargo through the port.
- In 2022 KLCB handled 412 safe shipping movements with an average GT per vessel of 2386 tonnes.
- The longest vessel to visit was the Sormovskiy 3042 at 121 metres LOA.
- KLCB owns and manages 49 lighted Aids to Navigation within their role as Local Lighthouse Authority.
- KLCB owns and operates 6 vessels which are certified under the UK Workboat Code Technical Standards.

Harbour Masters since the formation of King's Lynn Conservancy Board in 1898.

- The Harbour Master is an employed marine expert who runs the day to day operations of the Harbour Authority and works with the full board to ensure compliance to all legislation and regulations.

- List of Harbour Masters;

- A.H.Brown from 16-05-1898 to 09-05-1907.
- A.E.Holmes from 11-07-1907 to 01-01-1944.
- Captain John Nicholson from 01-01-1944 to 31-12-1967.
- Captain David Garside from 31-12-1967 to 01-05-1999
- Captain John Lorking from 01-05-1999 to 16-03-2017.
- Captain Patrick Jary from 16-03-2017 to present day

The Wash Environment

- The Wash is a special place, with many unique marine species and habitats and to safeguard these the following designations were created;
- Marine Protected Area (MPA)
- Special Protection Area (SPA)
- Special Area of Conservation (SAC)
- Site of special scientific interest (SSSI)

King's Lynn Conservancy Board are a core member of the Wash & North Norfolk Marine Partnership - the organisation that manages the delivery of statutory duties to The Wash Protected Area network to ensure that the maritime heritage is sustained as part of the marine environment.

Any questions ?



UK Shared Prosperity Fund (UKSPF) and Rural England Prosperity Fund (REPF)

Nicola Cooper

Place Based Investment Programmes Officer

January 2023

Borough Council of
King's Lynn &
West Norfolk



UK Shared Prosperity Fund (UKSPF)

Domestic replacement for European Structural Investment Funding (ESIF)

Launched 13 April 2022 [UK Shared Prosperity Fund: prospectus](#)

Long term funding stream for local leaders to ‘unleash their unique potential’

Funding formula allocation rather than competitive bidding

Primary goal **to build pride in place and increase life chances across the UK**

West Norfolk Investment Plan submitted August 2022 to detail local investment intentions

Funding decision received 6 December 2022: confirmation of the full Shared Prosperity Fund allocation for West Norfolk (£1.856m), subject to annual review for years 23/24 & 24/25

Fund comprises capital and revenue



Rural England Prosperity Fund (REPF)

- [Rural England Prosperity Fund Prospectus](#) launched 3 September 2022
- ‘Top up’ to the UK Shared Prosperity Fund to help address the extra needs and challenges facing rural areas
- Domestic funding replacement for ERDF LEADER programme (administered by Norfolk County Council)
- West Norfolk ***indicative allocation* £1,496,455** (largest in Norfolk) across 2 years 2023-25
- Allocation subject to approval of West Norfolk Investment Plan addendum: submitted 30 November 2022
- Capital investment only into lasting assets such as building or equipment to support rural communities & businesses



Investment Priorities

UKSPF three priority areas:

- **Communities and place** – investing in physical, cultural and social infrastructure and communities to strengthen social fabric and local pride
- **Supporting local business** – growing new businesses, creating jobs, supporting local sector strengths, and boosting innovation
- **People and skills** – supporting basic skills provision and business skills needs

REPF two priority areas:

- **Supporting rural communities** – support new and improved community infrastructure, providing essential community services and assets for local people and businesses to benefit the local economy.
- **Supporting rural business** – support new and existing rural businesses to develop new products and facilities that will be of wider benefit to the local economy. This includes farm businesses looking to diversify income streams.



Additional investment considerations



Support **green growth**, think about how projects can work with the **natural environment** to achieve objectives.



Consider contribution towards **net zero** and **nature recovery** objectives.



Prioritise projects that deliver the **greatest economic, environmental and social** benefits locally



Projects must demonstrate **value for money** and **additionality**



UKSPF process overview

Bid to secure funding dependent on development of a West Norfolk Investment Plan

Metro Dynamics appointed to support process (funded through UKSPF):

- Opportunities and challenges
- Stakeholder engagement
- Call out to existing providers
- How to address existing / emerging areas of local need
- UKSPF [priority interventions](#) identified and outcomes selected on basis of local context
- Expenditure profile and deliverables indicated
- Delivery and governance processes structures identified

West Norfolk Investment Plan submitted August 2022

Funding decision received 6 December 2022

- 2022/23 full allocation confirmed £222,865
- 2023/24 & 2024/25 indicative allocation confirmed subject to review of spend progress

Allocation includes 9% for programme management costs as requested through WNIP

UKSPF Communities & Place

Intervention areas prioritised for investment:

649

E1: Improvements to town centres & high streets, including better accessibility

E6: Local arts, cultural, heritage & creative activities

E9: Impactful volunteering and/or social action projects

E13: Community measures to reduce the cost of living

E14: Relevant feasibility studies

UKSPF Local Business

Intervention areas prioritised for investment:

650

E17: Development
& promotion of
visitor economy

E19: Investment in
research &
development at the
local level

E23: Strengthening
local entrepreneurial
ecosystems

E30: Business
support measures
to drive employment
growth

People & Skills

Intervention areas prioritised for investment:

651

E33: Employment support for economically inactive people

E34: Courses including basic, life & career skills

E37: Tailored support for the employed to access courses

E38: Local areas to fund local skills needs

Potential UKSPF Project Areas: Communities & Place

Rail to River art trail

Town centre improvement:
Projects call – Kings
Lynn / Downham
Market / Hunstanton

Seed funding for
cultural, heritage &
creative
programmes

Possible PSICA /
Historic England
project options (to be
explored)

Riverfront cultural
events & exhibition
programme

Guildhall activity
programme

Volunteer
recruitment
campaign / training
programme

Energy saving
measures - Lily
programme

Community Cycle
Club + Hubs

Discounted bike
loans

NCC loan & grants
schemes for E –
Bikes

Baxters Plain Public
Realm Feasibility
Study

Ferry Access
Improvements
Feasibility Study



Potential UKSPF Project Areas: Local Business

653



Visitor Economy
Development
Grants



Go Digital



The Place



Business Start Up
Support



NCC - Employer
Training Incentive
Programme



New Anglia
Growth Hub



Potential UKSPF Project Areas: People & Skills

This investment priority is supported within the third year of the programme.

654 Projects to deliver outcomes which meet the identified intervention areas are under development.

These will interweave with the other two investment priorities and encompass areas such as:

Support to help people overcome health and caring barriers to accessing employment and training

Supporting access to skills training and qualifications

Supporting volunteering opportunities

Supporting apprenticeship programmes



UKSPF Questions?



REPF process overview

Bid to secure funding dependent on development of an **addendum** to the WNIP.

- Online survey 14-30 October 2022 to determine priority issues for rural areas.
- Survey responses and investment priorities reviewed against REPF prospectus
- Priority interventions, outcomes and outputs identified
- Online stakeholder group meeting 11 November 2022
- Evidence of local rural opportunities and challenges collated to support identified local context

656

Addendum submitted 30 November 2022

Funding decision expected January 2023

Indicative allocation £1,496,455. Guidance states 25% 2023/24 and 75% 2024/25

Fund has no provision for programme management costs



REPF Supporting Rural Communities

Intervention areas prioritised for investment:

657

Active travel
enhancements in
the local rural area

**Capacity building
and infrastructure
support** for local
civil society and
community groups

**Supporting
impactful
volunteering and
social action
projects.**

REPF Supporting Rural Business

Intervention areas prioritised for investment:

**Small scale
investment** in
micro and small
enterprises in rural
areas

**Development and
promotion** of the
visitor economy

Potential REPF Project Areas: Supporting Rural Communities

£300k Community Capital Grant Scheme

659 Discussions with potential third-
party delivery partner commenced

Parameters of scheme to be
determined

Projects must deliver outcomes
which meet the identified
intervention areas

Community infrastructure

Local green spaces

Community led projects



Active Travel Enhancements

Norfolk County Council

Top up projects from Norfolk wide Local Cycling & Walking Infrastructure Plan (LCWIP).

099

£300k REPF Capital investment will be matched with £200k of County Council capital

Footpath improvements to increase accessibility and visitor offer in West Norfolk, including:

Brancaster boardwalk improvements

Castle Acre footpath improvements

West Acre footpath improvements



Potential REPF Project Areas: Supporting Rural Business

£896k Business and Visitor Economy Capital Grant Scheme

Discussions with potential third-party delivery partner commenced

Parameters of scheme to be determined

Projects must deliver outcomes which meet the identified intervention areas

Undertake innovation

Productivity enhancing, energy efficient, low carbon investment

Enhancing rural visitor economy and rural leisure opportunities



Delivery: Financial Implications

UKSPF

Direct delivery, project calls, grant provision, commissioning



REPF

Third party grant delivery, active travel partnership with Norfolk County Council



Monitoring: UKSPF and REPF

- Qualitative and quantitative outcomes and outputs will be monitored at a project level and consolidated at a programme level.
- Programme Board for West Norfolk UKSPF will provide oversight on the impact and evaluation of projects. This will be extended to evaluate REPF investment.



Governance: UKSPF and REPF

Government Approval & Reporting

Department for Levelling Up, Housing and Communities

Strategic Decisions & Approval

BCKLWN Cabinet

Programme Management & Oversight

Council Scrutiny Panels

West Norfolk SPF Partnership Programme Board. REPF Grants Panel

Delivery

Programme Officer / Internal Officer Group

Third party organisations / businesses



Next steps

Cabinet report February 2023 to request approval for:

- priorities for allocation of UKSPF funding for 2022/23
- in principle priorities for allocation of UKSPF funding for 2023/24
- in principle priorities for allocation of REPF funding for 2023/24
- providing delegated authority to Chief Executive and S151 Officer, in consultation with the Deputy Leader and Portfolio Holder for Business Development, to finalise the process and mechanisms for the funding distribution of UKSPF and REPF
- the governance arrangements to support the delivery of UKSPF in alignment with the WNIP
- the arrangements for the governance, delivery and administration of REPF including approval of associated fund delivery costs



REPF Questions?

