

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



# **Member Major Projects Board**

## **Agenda**

**Monday, 11th September, 2023  
at 10.00 am**

in the

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

Available to view on You Tube:

<https://www.youtube.com/user/WestNorfolkBC>

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

31 August 2023

Dear Member

**Member Major Projects Board**

You are invited to attend a meeting of the above-mentioned Board which will be held on **Monday, 11th September, 2023 at 10.00 am** in the **Council Chamber, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

1. **Appointment of the Chair for the Municipal Year 2023 to 2024**
2. **Appointment of the Vice-Chair for the Municipal Year 2023 to 2024**
3. **Apologies for absence**
4. **Minutes from the previous meeting** (Pages 4 - 13)
5. **Declarations of Interest** (Page 14)
6. **Urgent Business under Standing Order 7**
7. **Members 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 on what items they wish to be heard before a decision on that item is taken.
8. **Chair's Correspondence (if any)**

9. **Overview of the Programme Management Office (PMO) Function**  
(Pages 15 - 17)
10. **Overview of Project Highlight Reporting Process** (Page 18)
11. **Major Projects Overview Report** (Pages 19 - 20)
12. **Project Highlight Reports** (Pages 21 - 101)
13. **Work Programme** (Pages 102 - 104)
14. **For Information: Minutes from the Officer Major Projects Board Meetings - TO FOLLOW**  
  
To receive the minutes from the meetings that have taken place since the last MMPB meeting.
15. **Date of Next Meeting**  
  
13 December 2023, 11.00 am in the Council Chamber, Town Hall, King's Lynn.

To:

**Member Major Projects Board:** Councillors A A Beales, R Blunt, A Dickinson, J Moriarty, C Morley, T Parish and A Ware

**Officers:**

Alexa Baker, Monitoring Officer

Michelle Drewery, Assistant Director Resources

Vanessa Dunmall, Corporate Projects Programme Manager

Lorraine Gore, Chief Executive

Matthew Henry, Assistant Director Property and Projects/Management Team Representative

Oliver Judges, Executive Director Place

Chris Upton, Project Accountant

Wendy Vincent, Democratic Services Officer