

REPORT TO CABINET

Open & Exempt (Apps 1&2)		Would any decisions proposed:			
Any especially affected Wards	Discretionary	Be entirely within Cabinet's powers to decide		YES	
		Need to be recommendations to Council		NO	
		Is it a Key Decision		YES	
Lead Member: Cllr Graham Middleton E-mail: cllr.graham.middleton@west-norfolk.gov.uk		Other Cabinet Members consulted: Cabinet			
		Other Members consulted: E&C Panel			
Lead Officer: Duncan Hall E-mail: Duncan.Hall@west-norfolk.gov.uk Direct Dial: 01553 Lead Officer: Jemma Curtis E-mail: jemma.curtis@west-norfolk.gov.uk Direct Dial: 01553 616716		Other Officers consulted: Management Team, S151 Officer			
Financial Implications Yes	Policy/ Personnel Implications No	Statutory Implications NO	Equal Impact Assessment YES If YES: Pre-screening/ Full Assessment	Risk Management Implications No	Environmental Considerations Yes
If not for publication, the paragraph of Schedule 12A of the 1972 Local Government Act considered to justify that is paragraph 3					

Date of meeting: 7 February 2023

WEST NORFOLK INVESTMENT PLAN (UK SHARED PROSPERITY FUND) AND RURAL ENGLAND PROSPERITY FUNDING – PROGRAMME PRIORITIES

Summary

At its meeting on 21 July 2022, Cabinet approved the 1 August 2022 submission of the West Norfolk Investment Plan to government to secure £1,836,407 allocation for West Norfolk under the Shared Prosperity Fund (SPF). Confirmation of Government approval for this funding was received on 6 December 2022. Following assessment of the West Norfolk Investment Plan the Secretary of State has allocated funding for 2022/23 with indicative allocations for the further two financial years up to and including 2024/25. It is now necessary to agree the proposed spending priorities for the fund in 2022/23 to ensure that this can be expediated and to agree the approach and in principle spending proposed for 2023/24 so that preparatory work can be commenced.

Additionally, in September 2022, an addendum to the West Norfolk Investment Plan was requested by DEFRA to secure an indicative allocation of £1,496,455 Rural England Prosperity Fund (REPF) capital funding to invest across rural West Norfolk over the period April 2023 – March 2025. The indicative amount for West Norfolk is the largest allocation in the county and the deadline for addendum submission was 30 November 2022. This report is to provide Cabinet with the detail of the addendum submitted, the process by which intervention priorities were determined and to agree in principle the proposed programme spend and delivery arrangements for 2023-25 so that preparatory work can be commenced. The decision on REPF is anticipated to be confirmed by DEFRA in January 2023.

Recommendation

Cabinet is recommended to:

1. Approve the projects for allocation of UKSPF funding for 2022/23 and 2023/24 against the agreed interventions contained in the West Norfolk Investment Plan (WNIP) as set out in section 4.
2. Delegate authority to the Assistant Director for Regeneration, Housing & Place to finalise the financial allocations to the identified projects in section 4, in consultation with the Portfolio Holder for Business Culture and Heritage.
3. Approve the priorities for allocation of REPF funding for 2023-25 as set out in section 5.
4. Approve the governance arrangements to support the delivery of UKSPF & REPF as set out in section 8.
5. Approve the third party delivery options for the REPF as set out in section 6, 7 and 8 in this report with delegated authority to the Assistant Director for Regeneration, Housing & Place in consultation with the Portfolio Holder for Business Culture and Heritage to agree any changes.
6. A further report be brought back to cabinet no later than December 2023 to agree the priorities for UKSPF funding in 2024-25.

Reason for Decision

To ensure timely delivery of two complementary government grant funding streams in line with the government guidance, West Norfolk Investment Plan and Corporate Business Plan objectives. The UKSPF will support residents and business to; build pride in place, high quality skills training, supporting pay, employment, productivity growth and increasing life chances. REPF will support investment in micro and small enterprises in rural areas and in the development and promotion of the rural visitor economy, enhancing active travel provision in rural areas, investing in capacity building and infrastructure support for local rural groups and supporting volunteering and social action groups in rural communities.

1. Background

- 1.1 In April 2022, the Government announced the UK Shared Prosperity Prospectus, which is a long-term funding stream to replace the EU structural funds following the UK's exit of the EU. The UKSPF is a funding formula rather than a competitive bidding process. Unlike the EU Structural Funds, local authorities will be the recipient of the area's allocation and be required to manage the fund.
- 1.2 The aim of the fund is to support the government's commitment to levelling up all parts of the UK through the following objectives:
 - Boost productivity, pay, jobs and living standards by growing the private sector, especially in those places where they are lagging.
 - Spread opportunities and improve public services, especially in places where they are weakest.
 - Restore a sense of community, local pride and belonging, especially in those places where they have been lost.
 - Empower local leaders and communities.

- 1.3 These objectives are intended to be achieved through the three SPF Investment Priorities:
- Communities and Place.
 - Supporting Local Business.
 - People and Skills.
- 1.4 To secure the £1,836,407 UKSPF allocation for the period of 2022-25, the Council submitted an Investment Plan to government on 1 August 2022 (appendix 3). Funding is predominantly revenue with a small capital element rising from 10% to 20% of the allocation over the 3 year period. The funding can be used to complement other government funding streams including Towns Fund, Levelling Up Fund and other national employment, skills, and rural funding support.
- 1.5 Subsequently, in September 2022, the submission of an addendum to the Investment Plan was requested by DEFRA to set out the West Norfolk priorities to secure an additional indicative allocation of £1,496,455 from the Rural England Prosperity Funding. This funding is capital only and has been integrated with the UKSPF to align with the government's commitment to streamline the funding landscape. REPF is aligned with the priorities of UKSPF and was launched to help address the extra needs and challenges facing rural areas, above and beyond those prioritised within the UKSPF. REPF succeeds the ERDF LEADER programme.
- 1.6 The REPF provides funding to:
- 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.
 - Support new and improved community infrastructure, providing essential community services and assets for local people and businesses to benefit the local economy.

The REPF objectives sit within the UKSPF investment priorities for:

- Communities and Place
- Supporting Local Business

2. West Norfolk Investment Plan (UKSPF)

- 2.1 Metro Dynamics was appointed to support the development of the West Norfolk Investment Plan. Evidence and analysis of the opportunities and challenges were collated and stakeholder engagement was undertaken to guide identification of priority themes for West Norfolk.
- 2.2 The agreed priorities, approved by Cabinet on 21 July 2022, for West Norfolk are:

Leading as a Centre of Excellence for the Visitor Economy

- With a culture-led approach to leverage culture & heritage assets
- Positioning King's Lynn & West Norfolk as Cultural Destination
- Driving innovation & productivity in Tourism & Hospitality

Embedding approaches that are Active, Clean & Green

- With benefits for residents and local businesses
- Protecting/enhancing natural environment
- Domestic efficiency/sustainability
- Transport to get to and from work
- Business transformation and re-training

Strengthening local enterprise and innovation systems

- Sector wide, but with specific focus on sector/workforce/value chain strengths
- Food (agriculture, food processing & manufacturing, food service & retail)
- Manufacturing
- Health

Supporting people to access opportunities

- Creating better quality, higher skilled jobs across sectors
- Supporting people into employment and volunteering opportunities
- Improving skills that employers need

- 2.3 The UKSPF Intervention Framework set out a 'menu' of interventions that places could select from, based on their alignment with meeting the identified needs of the local area as set out in the WNIP. UKSPF priority interventions were prioritised and outcomes selected based on the local context. Subsequently expenditure profiles and deliverables were indicated alongside the identification of delivery and governance processes structures. The interventions selected were:

UKSPF Investment Priority: COMMUNITIES & PLACE

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 Investment Priority: LOCAL BUSINESS

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

UKSPF Investment Priority: PEOPLE & SKILLS

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

3. REPF Addendum

- 3.1 The announcement of the Rural England Prosperity Fund allocation in West Norfolk on 3 September 2022 provided three months to establish clear local priorities for rural investment before an addendum to the West Norfolk Investment Plan was submitted at the end of November to secure an indicative allocation of £1,496,455 over two years 2023/24-2024/25. The Monitoring Officer advised that the addendum submission did not require Cabinet approval or an officer/member delegated decision.
- 3.2 The REPF allocation is for capital funding only and must be spent on lasting assets such as buildings or equipment. Funding will follow the BCKLWN capitalisation policy by ensuring that all REPF investment contributes to capital projects which in total are equal to or more than £10,000.
- 3.3 REPF spend can be matched to other funding streams, including UKSPF, and can be used to complement revenue projects. Guidance states that 25% of the allocation will be provided in Year 1 and 75% in Year 2. Spend must be targeted towards rural areas only. For Rural Fund purposes, rural areas are:
- towns, villages and hamlets with populations below 10,000 and the wider countryside
 - market or 'hub towns' with populations of up to 30,000 that serve their surrounding rural areas as centres of employment and in providing services.
- 3.4 Evidence and analysis was undertaken to supplement the work undertaken for the WNIP to specifically understand the challenges and opportunities facing the rural areas in West Norfolk. Consultation with rural stakeholders, parishes and businesses was undertaken to prioritise investment approaches by identifying local needs, examining successful projects / programmes where investment would demonstrate additional benefit to rural West Norfolk, and identifying new initiatives. An online survey was conducted from 14-30 October 2022 seeking views from local residents and businesses on the intervention areas which should be targeted by the REPF. The survey responses were collated and considered in detail by the Regeneration Team. Investment priorities were reviewed against the REPF prospectus, [interventions, outcomes and outputs](#) and subsequently presented to an online stakeholder group meeting held on 11 November 2022. Stakeholders were in support of the priorities outlined and added comments on specific areas of need which will help inform funding delivery.
- 3.5 The following REPF intervention priority areas were identified through this process:

Intervention priorities for **rural businesses**:

- **Funding for small scale investment in micro and small enterprises in rural areas** e.g. net zero infrastructure, diversification of farm businesses, creation/ expansion of rural leisure and tourism, investment in food processing equipment, resilience infrastructure to protect businesses against natural hazards.
- **Grants for the development and promotion** of the visitor economy e.g. development of local visitor trails and infrastructure such as information boards and visitor centres, development of local tourist attractions and visitor experiences based on the local offer.

Intervention priorities for **rural communities**:

- **Active travel** enhancements in the local rural area e.g. creation of new footpaths and cycleways/ upgrading of existing footpaths and cycleways, particularly in areas of health need.
- **Capacity building and infrastructure support** for local civil society and community groups e.g. net zero infrastructure, catering kitchens in community hubs, resilience infrastructure to protect against natural hazards.
- **Supporting impactful volunteering and social action** projects e.g. purchase of equipment, premises improvements to enable groups to operate.

4. UKSPF Investment Priorities

- 4.1 UKSPF provides the flexibility for places to invest across a range of activities which represent the right solutions to the locality. The WNIP identified the interventions, outputs and outcomes that we aim to deliver to best meet the priorities identified in 2.2 for the period 2022-25. At that stage there was no requirement to identify specific projects to be delivered under the interventions.
- 4.2 Part of the engagement process for developing the WNIP included a ‘call-out’ to existing providers to determine what has successfully been delivered through European Social Fund (ESF) and Community Renewal Fund (CRF) and to identify potential continuation projects with clear local impact to address existing and emerging areas of local need. These have been evaluated initially against our priorities set out in 2.3 and considered in the funding priorities for 22/23/24. Table 1 (p7) shows allocation of funding for projects within each of the UKSPF intervention areas.
- 4.3 The projects proposed for UKPSF investment in 22/23 and 23/24 are set out in Appendix 1 (EXEMPT) with an indicative funding allocation against each project, subject to procurement process where applicable. The delayed allocation decision means that the original spending period for 2022/23 has now been greatly reduced. The projects identified for 22/23 are those that are considered ready to go in terms of spending and capacity to deliver proposed outputs and outcomes and align with existing projects and priorities already underway. There may be an opportunity to defer some of this spending into 2023/24. The final decision on this would sit with DLUHC and would be dependent on submission of a credible plan setting out how we will utilise underspends in the next year. Further guidance on this is expected from DLUHC early 2023.
- 4.4 UKSPF spend in the second year of the programme represents a continuation of 2022/23 projects with the addition of further project proposals which are currently being developed. Project calls and project development will be expediated towards the end of the 22/23 financial year to facilitate efficient programme delivery. The indicative funding allocations against each project are subject to some level of movement as project plans develop and delegated authority is sought based on in principle allocations and the priority project areas identified.

- 4.5 Investment in the UKSPF People and Skills priority and associated interventions commences in 2024/25. This is reflective of the WNIP funding profile. Project allocations across all investment priority areas for 2024/25 are under development and further Cabinet approval will be sought towards the end of 2023/24 for continuation and commencement of projects into the following year.
- 4.6 Guidance for UKSPF is that funding can be moved between priorities up to the value of 30%. It is anticipated that a similar approach could apply to REPF funding, although confirmation of this is awaited. Where possible, match funding should be identified but it is not essential.

Table 1: Summary of UKSPF Projects for 2022-24

COMMUNITIES AND PLACE Year 1,2 (2022-24)	E1: Improvements to town centres & high streets <ul style="list-style-type: none"> • Rail to river art trail • Town Centre Improvement Projects Call – King’s Lynn / Downham Market / Hunstanton
	E6: Local arts, cultural, heritage & creative activities <ul style="list-style-type: none"> • Seed funding for cultural, heritage & creative programmes • St George’s Guildhall activity programme
	E9: Impactful volunteering and/or social action projects <ul style="list-style-type: none"> • Volunteer recruitment campaign / training programme
	E13: Community measures to reduce the cost of living <ul style="list-style-type: none"> • Community Energy saving measures - Lily (approved under Officer delegated decision) • Community Cycle Club + Hubs (NCC) • Discounted Bike Loans (NCC) • Loan & grants schemes for E -Bikes (NCC)
	E14: Relevant feasibility studies <ul style="list-style-type: none"> • Baxter’s Plain Public Realm • Ferry Access Improvements
LOCAL BUSINESS Year 1,2 (2022-24)	E17: Development & promotion of visitor economy <ul style="list-style-type: none"> • Visitor economy development grants
	E19: Investment in research & development at the local level <ul style="list-style-type: none"> • Go Digital
	E23: Strengthening local entrepreneurial ecosystems <ul style="list-style-type: none"> • Business Start Up & Enterprise Support
	E30: Business support measures to drive employment growth <ul style="list-style-type: none"> • Employer Training Initiatives • New Anglia LEP Growth Hub (continuation of existing service 2023-25 – see section 6.1.2 of report)

Details of the funding allocations, delivery mechanism for each of the above priorities are detailed in Appendix 1 (EXEMPT).

5. REPF Investment Priorities

5.1 The REPF is a predominantly capital grant scheme, replacing previous European funding programmes which supported rural communities and business enterprise and diversification. Following the analysis and engagement outlined in 3.4 & 3.5 of the report, the following project areas have been identified for priority investment:

Table 2: Summary of REPF Projects for 2023-25

RURAL COMMUNITIES AND PLACE	Active travel enhancements in the local area <ul style="list-style-type: none"> • Top up projects from Norfolk wide Local Cycling and Walking Infrastructure Plan in partnership with Norfolk County Council
	Rural community capital grants (Delivery Partner New Anglia LEP TBC) <ul style="list-style-type: none"> • Investment in capacity building and infrastructure support for local civil society and community groups • Impactful volunteering and social action projects to develop social and human capital in local places
LOCAL RURAL BUSINESS	Rural businesses capital grants (Delivery Partner Norfolk Community Foundation TBC) <ul style="list-style-type: none"> • Small scale investment in micro and small enterprises in rural areas • The development and promotion of the visitor economy

5.2 The criteria of the each of the grant programmes for communities and businesses will be designed to ensure delivery against the government's prescribed outputs and outcomes set out in the guidance including:

Table 3: Summary of REPF Indicative Outputs and Outcomes

Rural Communities Outputs	Rural Communities Outcomes
EV Charging Points Visitors or locals using charging points Community energy projects Improved cycleways or paths Green or blue space created or improved Facilities supported or created Organisations receiving grants Local events or activities supported Projects supported	Increased users of facilities or amenities Increased use of cycleways or paths Improved engagement numbers Volunteering numbers as a result of the support
Rural Businesses Outputs	Rural Businesses Outcomes
Businesses supported Farm businesses supported Farm diversification projects supported Micro businesses supported	Jobs created Jobs safeguarded Number of businesses adopting new to the firm technologies or processes Number of businesses with improved productivity Number of businesses experiencing growth Number of businesses increasing their turnover

The grant programmes will also be designed to ensure they complement other funding programmes.

6. Delivery Arrangements

6.1 UKSPF

6.1.1 Delivery approaches for each project identified for UKSPF funding are shown within the spreadsheet included in Appendix 1. There will be a mixture of project calls, grant provision, direct delivery and commissioning either via a procurement process or through existing SLA's. The 9% Project Management costs allocated within the UKSPF grant provision will enable this process to be administered by a dedicated Borough Council Programme Officer which has been recruited and started in the role in November 2022.

6.1.2 New Anglia Local Enterprise Partnership (NALEP) Growth Hub: the business support service has been operating across Norfolk & Suffolk since 2014 and provides 'one stop shop' for business support, advice and guidance, access, and signposting to grants and finance. The service has supported circa 967 West Norfolk Businesses to date, providing 4,307 hours of support and has historically been funded through European funded programmes. This funding however comes to an end in 2023. NALEP have approached district authorities and Norfolk Leaders to seek support to continue the service through the UKSPF.

6.1.3 The proposal would deliver the Growth Hub service, a small grant scheme and consultant support programme. To ensure the continuation of this valuable service for west Norfolk businesses, it is recommended the Council commits to funding the continuation of the service for West Norfolk for 23/24/25 from UKSPF. The service will deliver against the UKSPF Supporting Local Business interventions:
E19: Investment in research & development at the local level
E23: Strengthening local entrepreneurial ecosystems
E30: Business support measures to drive employment growth

6.2 REPF

6.2.1 The active travel enhancements priority has been discussed with the Lead Programme Manager for active travel at Norfolk County Council to discuss top up projects which will specifically benefit West Norfolk from the Norfolk wide Local Cycling & Walking Infrastructure Plan (LCWIP). Projects have been identified to upgrade key footpaths in tourism areas. This would complement the revenue-based initiative proposed to be funded through UKSPF for bike loan schemes and community cycle hub.

6.2.2 Community & Business Grant Schemes Third Party Delivery Options:

Business Grants. It is proposed that the priorities for small-scale investment in rural micro and small enterprises, and the development and promotion of the visitor economy, will be delivered as a grant programme, which will be overseen by the Borough Council as the accountable body, but delivered by a third party. Discussions have been undertaken with both Norfolk County Council (NCC) and New Anglia Local Enterprise Partnership (NALEP) regarding this, given their capacity and experience in delivering similar programmes for rural businesses and communities. Third party delivery responsibilities will encompass: working with the Borough Council to set grant

criteria, grant advertisement through the website, newsletters and existing networks; a bespoke application form; hand holding for application completion; due diligence procedures; working with the Council to shortlist projects against REPF funding priorities; presenting applications to the REPF Grants Panel (see 8.7); notification of outcomes to grant applicants; monitoring and impact reporting. The proposed scope of services and cost estimates from New Anglia LEP & NCC based on a grant programme value of £896,455 across the two years 2023-25 are in the range of £75,000-100,000 subject to final scope of services to be agreed; funding this is set out in 7.3.

It is recommended that the NALEP Growth Hub are commissioned as the third-party delivery partner for the REPF business grants through a service level agreement on the basis that:

- The grant service would complement the wider business support service to be funded through the UKSPF (as detailed in section 6.1.2 and 6.1.3).
- Experienced team in delivering a wide range of grant support to businesses.
- Aligning the business support (UKSPF) and grant scheme service (REPF) offers better value for money. The costs for due diligence, compliance and promotion will already be funded through UKSPF and will not be an additional cost to the REPF grant scheme and the costs for the Coordinator and Business Advisor plus the Grants Officer will also be an in kind contribution covered by through the UKSPF LEP.

6.2.3 It is proposed that the priorities for capacity building and infrastructure support for local civil society and community groups, and supporting impactful volunteering and social action projects, would be delivered via the implementation of a community grant scheme which would also be overseen by the Borough Council as the accountable body, but delivered by a third party. Discussions with Norfolk Community Foundation are underway to explore this opportunity with them via a Service Level Agreement. Initial cost estimates to provide this service for the period 2023/25 based on a £300,000 grant fund is £30,000 across the two years 2023-2025. Third party delivery would encompass end to end grant delivery responsibilities. The benefits of using the Norfolk Community Foundation (NCF) to provide this service includes:

- The provider is responsible for a range of other community-based grant programmes and funds, including others commissioned by the Borough Council. Using NCF would ensure the programmes are complementary and avoid duplication with other funds.
- NCF as a provider of community grant funding is well established and familiar to existing community organisations and has established networks to promote and encourage grant applications.

6.2.4 An alternative to the grant programmes being delivered by a third party would be for the Borough Council to directly deliver capital projects within the scope of the fund or administer the grant programmes ourselves. Given the resources available and time period available to develop and deliver projects in the two-year timescale of the scheme, this is not considered feasible. Grant programmes would be a more efficient approach and of greater direct benefit to local businesses and community and anticipated to deliver increased outputs and outcomes through leverage of match funding required for projects.

7 Financial Implications - REPF

- 7.1 There is no indicative allocation under REPF for 22/23. REPF spend will commence in 2023/24, dependent on DEFRA approval. The funding guidance states that 25% of funding will be allocated in year 1 of the programme, with the remaining 75% in year 2. Table 2 shows an indicative allocation of REPF projects within each intervention area. The projects for 23/24 and 24/25 are set out in Appendix 2 with an indicative funding allocation against each intervention, subject to procurement process where applicable. The indicative funding allocations within each intervention area are subject to some level of movement as project plans develop and approval is sought based on in principle allocations and the priority project areas identified.
- 7.2 The intention is for all projects to be fully funded by December 2025 to allow some capacity for project spend slippage into the end of the financial year. The prospectus' for UKSPF and REPF are clear that no spending will be approved beyond the end of March 2025 and that any underspend reported following the deadline of 31st March 2025 will be clawed back.
- 7.3 Government confirmed in FAQs issued on 14 November 2022 that programme management costs cannot be covered by the capital allocation and must be met from the programme management allocation in the Shared Prosperity Fund. In our WNIP submission we requested 9% to contribute to the costs of a permanent Programme Officer post which been approved as part of the allocation and has been recruited to. Officers have explored options to support the delivery of REPF. The costs associated with the delivery partners identified in section 6.2.2 & 6.2.3 total £107,463 for the period 2023-25. It has been identified that revenue funding can be committed from excess turnover savings within the internal budget. If the savings made are not sufficient to meet this requirement, then the costs can be met from the Business Rates pool.
- 7.4 There are no further funding implication to update Cabinet on with regards to the UKSPF since the last report on July 2022.

8. Monitoring & Governance Arrangements

- 8.1 Project monitoring processes will be established to provide clear qualitative and quantitative analysis of outcomes and outputs achieved by the delivery of the UKSPF & REPF investment, compared with the targets set out in the WNIP and REPF addendum. Government have yet to set out the monitoring and evaluation reporting requirements, but it is anticipated this will be on an annual basis and will form part of the process to secure the next annual allocation.
- 8.2 The following governance arrangement to oversee the UKSPF delivery is proposed.



- 8.3 As part of the UKSPF application process the Government set out the requirement to bring together a local Partnership Board with a diverse range of local and regional stakeholders, institutions, employer bodies and organisations to develop the plan and achieve the outcomes. A group comprising the representatives that government prescribed were consulted to agree the investment priorities set out in the WNIP. Local authorities are required to continue to ensure local partners continue to support the delivery of the investment plan to provide advice on strategic fit and deliverability. Terms of reference to be prepared and adopted.
- 8.4 The scope of the West Norfolk SPF Partnership Board will be expanded to include oversight and coordination of delivery of the REPF. Membership of the Partnership Board comprises representation from:
- Borough Council of King’s Lynn and West Norfolk
 - Norfolk County Council
 - Members of Parliament
 - Town Councils
 - Business support representatives
 - Businesses
 - Education
 - Health
 - Employment
 - Culture and community
 - Environment and nature
 - Rural Stakeholders (REPF only)
 - Tourism
- 8.5 The Partnership Board will meet annually to review funding delivery and performance against local priorities and will be informed by regular engagement through the Programme Board who will provide the advisory function on the effectiveness of the programme and use their expertise in

programme delivery to inform decision making, ensure alignment with other funding, programmes and service delivery and provide oversight on the impact and evaluation of projects. Monitoring evaluation reports will also be brought to Scrutiny Panels.

- 8.6 The Programme Board will use their expertise in programme delivery to support decision making, ensure alignment with other funding, programmes and service delivery and provide oversight on the impact and evaluation of projects, strategic fit and deliverability. Operational work will be undertaken at officer level and strategic decisions will be guided by the Programme board at six monthly meetings. Liaison with project delivery partners will be undertaken by Borough Council Officers monthly to review progress against planned outcomes, outputs, and spending profiles.
- 8.7 For priorities which will involve third parties delivering projects on our behalf officers will put in place grant agreements, Service Level Agreements or partnership agreements as required.
- 8.8 A REPF Grants Determination Panel will be established to meet bimonthly to determine the awarding of grants. All information for this panel will be provided by the third-party grant bodies and supported by Borough Council Officers and include local professional representatives and the Borough Council portfolio holder for Business, Culture and Heritage. This replicates a similar arrangement which operated under the LEADER Programme through Local Advisory Groups.

9. Risk

Risk	Risk Implications and Mitigation	Level of Risk
SPF allocation not secured in 23/24/25	<p>Risk Delivery of agreed priorities in 22/23 not achieved to secure funding for future years.</p> <p>Consequences/Mitigation Allocation not secured and investment not achieved for West Norfolk</p> <p>Ability to deliver in time frames key criteria of projects for 22/23.</p>	Low
REPF Addendum not approved and allocation not secured for 2023-25	<p>Risk The addendum not approved by government</p> <p>Consequences/Mitigation Allocation not secured and investment not achieved for west Norfolk. Detailed analysis and consultation and engagement completed to inform developed of the Addendum.</p>	Low
Investment Delivery	<p>Risk If successful, the Council will need to commit to spend the allocation in accordance with the spending profile set out by government.</p> <p>Consequences/Mitigation Insufficient resources and support to implement and deliver the WNIP leads to in ability to spend the allocation and the funding is lost.</p> <p>Project programmes resources will need to be built into each project to ensure sufficient resource for delivery. Use of experienced third-party providers expertise and existing networks to deliver grant programmes and specialist support will expediate delivery.</p>	Low
Stakeholder Support	<p>Risk Stakeholders do not support the priorities identified in the WNIP.</p> <p>Consequences/Mitigation WNIP does not reflect the needs of the local area and deliver the required outputs/outcomes or meet the objectives of the SPF due to lack of stakeholder support.</p> <p>Development of the WNIP has considered previous engagement under the King's Lynn Town Investment Plan and has engaged wider stakeholders in the development of the WNIP.</p>	Low

9. Environmental Considerations

- 9.1 The SPF framework & REPF priorities specifically includes interventions which supports the government's clean growth policies.

10. Policy & Personnel Implications

- 10.1 Local authorities can use a % of the allocation to undertake the necessary fund administration, such as fund assessing, project assessment, contracting, monitoring and evaluation and ongoing stakeholder engagement. Cabinet approved the recruitment of a full time Programme Officer to lead the implementation of the UKSPF for West Norfolk, part funded by the programme management allocation included within the funding allocation. The position has been filled with commencement at the start of November 2022.

- 10.2 The priorities identified in the WNIP, UKSPF project and REPF priorities align with the Council's corporate business plan.

Appendices

Appendix 1: UKSPF King's Lynn & West Norfolk Programme Budget EXEMPT

Appendix 2: REPF West Norfolk Programme Budget EXEMPT

Appendix 3: REPF Addendum

Background Papers

[UK Shared Prosperity Fund Prospectus](#)

[Rural England Prosperity Fund Prospectus](#)

UKSPF West Norfolk Investment Plan Cabinet Report, 21 July 2022

SPF & REPF Stakeholder Engagement slide packs REPF Survey Results, October 2022

West Norfolk Investment Plan, August 2022

WNIP Evidence Pack, July 2022

**Pre-Screening Equality Impact
Assessment**

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



Name of policy/service/function	Regeneration & Economic Development				
Is this a new or existing policy/service/function?	New				
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service is rigidly constrained by statutory obligations	Delivery of the Shared Prosperity Fund and REPF to support the identified priorities in the West Norfolk Investment Plan. N/a				
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		√		
	Disability	√			
	Gender		√		
	Gender Re-assignment		√		
	Marriage/civil partnership		√		
	Pregnancy & maternity		√		
	Race		√		
	Religion or belief		√		
	Sexual orientation		√		
Other (eg low income)	√				

Question	Answer	Comments
<p>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 favouring a particular community or denying opportunities to another?</p>	No	
<p>3. Could this policy/service be perceived as impacting on communities differently?</p>	No	
<p>4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</p>	Yes	<p>Projects to be delivered under the funding programmes will improve accessibility of community facilities, cycle paths & footways, support energy efficiency measure for residents.</p>
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</p> <p>If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	No	<p>Actions:</p>
		<p>Actions agreed by EWG member:</p> <p>.....</p>
<p>If 'yes' to questions 2 - 4 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:</p> <p>Decision agreed by EWG member:</p>		
<p>Assessment completed by:</p> <p>Name Jemma Curtis</p>		
<p>Job title Regeneration Programmes Manager</p>		
<p>Date 04/01/2023</p>		

