

OFFICER MAJOR PROJECTS BOARD MEETING NOTES

Borough Council of
King's Lynn &
West Norfolk



Date: 19 th April 2023		Location: Via MS Teams			
Time: 10:45am		Chair: Matthew Henry			
Board Attendees					
Matthew Henry (MH)	Michelle Drewery (MD)	James Arrandale (JA)			
Optional Attendees					
Vanessa Dunmall (VAD)					

Apologies					
Alexa Baker (AB)	Oliver Judges (OJ)	Geoff Hall (GH)	Debbie Gates (DG)	Louise Gayton (LG)	

		Action Log Ref No
1.	Apologies had been received and noted above. There was a conversation around the quoracy of these meetings and JA agreed to discuss this with AB.	11
2.	Action Log discussed and updated accordingly.	
3.	The notes from the last meeting were agreed.	
4.	Project Highlight Reports – March 2023 MH asked that the Town Deal Projects are listed out and that their notes are précised. VAD confirmed that on this occasion 5 reports are missing – Re:Fit 2, 3 Major Housing Projects and West Winch Growth Area. VAD suggested that the ‘missing’ reports be circulated after the meeting and any feedback/queries to be sent to the PMO . There was conversation around the RAG status’ and their differences to the Corporate Risk Register – VAD will speak to Ged Greaves about this as he is meeting with OJ about the Corporate Risk Register. MH confirmed that timescales on the NORA EZ Infrastructure project are being stretched a little due to delays with contractors. He provided some background to the site and the potential issue around the infrastructure needed for other projects coming forward on the site. MH was clear that the Spec units need to be seen as 2 projects and not one. Phase 1 is almost complete, and Phase 2 has come in over budget on the quotes received	12 13

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	<p>so far.</p> <p>Southgates Regeneration has now been through R&D and Cabinet. Cabinet decision was that we transfer small parcels/slithers of land to enable the road works and then masterplan the remaining land. MD questioned having a Project Highlight Report for an NCC led project. VAD confirmed that this is principally about the Southgate area masterplanning. MD did not think that the report was clear enough as to what this project is aiming to do and VAD agreed that possibly until the NCC road project is completed this project may need to come off the list and re-join when the roads are complete. VAD to speak to DH/JC/AR on this point. Subsequent discussion determined that we would split the Southgates Regen project into two Project Highlight reports.</p> <p>3G Sports Pitch – it was felt that the RAG ratings were inaccurate as funding has not been secured and tender prices have not come back. It was felt that the risks to the project are in those areas not yet completed.</p>	<p>14</p> <p>15</p>
5.	AOB - None	
	Date of next meeting: Weds 17 th May 2023, 10:45 via Teams	