

Norwich Town Deals Board
Monday 22 February 21, 10am
Via MS Teams

Notes

Chair:

Andrew Dernie Aviva (AD)

Attendees:

Chris Sargisson Norfolk Chamber Commerce (CSar)
Chris Starkie New Anglia LEP (CS)
Julie Schofield UEA (JS)
Kris Jones Tech Velocity (KJ)
Linn Clabburn Cambridge Norwich Tech Corridor (LC)
Stefan Gurney Norwich BID (SG)
Graham Nelson Norwich City Council (GN)
Phil Courtier SNC/BDC (PC)
Stephanie Beggs MHCLG (SB)
Heidi King DWP (HK)

In attendance:

Ellen Tilney Norwich City Council
Amy Dunham Norwich City Council

Apologies:

Chloe Smith MP
Vince Muspratt Norfolk County Council
Stephen Evans Norwich City Council
Jerry White City College Norwich
Cllr Alan Waters Norwich City Council
Sarah Steed NUA
Juliana Meyer Supapass

Ref	Item	ACTION
1	<p>Welcome and Apologies</p> <p>Minutes of last meeting AGREED</p>	
2	<p>Programme Update</p> <ul style="list-style-type: none"> • Both fast track business cases were signed off and sent to MHCLG – these have been acknowledged • The other business cases are being developed now, working with Metro Dynamics, these should be complete for comments mid-April, all currently stand at different stages – submission date for these is November, however until these are signed off we are unable to draw down funding. Therefore the target is to complete and submit by May, giving a full year of delivery. • AD – some information around key project highlights would be 	

	<p>helpful for members of the board to ‘evangelise’ the aims and outcomes of the project as a whole ACTION: ET to put something together</p> <ul style="list-style-type: none"> • Still to start recruitment for a project manager – this is due to commence soon, now there is a confirmed budget to pay staffing costs • ACTION: Develop a Communications Plan in partnership with NCC comms, which also acknowledges the need to connect /consult on key messages with the Branding workstream so that to someone outside the Board we have a seamless, consistent approach to our ambition • GN – in terms of resources, they requirement for these is significant and there is a paper going to the CLT this week to propose project management staffing. There are certain risks associated in terms of funding certainty, however given the context of the project these are acceptable. 	<p>ET</p> <p>ET</p>
<p>4</p>	<p>Next Steps</p> <ul style="list-style-type: none"> • ET proposes a closer look at projects over the next two board meetings – AGREED • GN – Suggests inviting Metro Dynamics to following board meeting 	<p>ET</p>
<p>5</p>	<p>AOB & Updates/comments</p> <ul style="list-style-type: none"> • SG – working on aspects around city wide marketing and looking at commissioning these pieces, balancing act between undertaking the work and drawing down funding. Would be helpful to have site of the Green Book requirements. • GN stressed the connection to the Branding work to the rest of the Towns Deal project, in terms of attracting investment and businesses to Norwich and greater Norwich, and positioning Norwich to maximise this. The wider comms issues need careful planning and thought. • CS – there are companies who are interested in investing in Norfolk/Norwich. A strong brand and offering is crucial to obtaining this inward investment. • KJ – is there potential with the tech hub to have a commercial operator involved in this project? Is this something which the Council would consider? GN – in terms of managing the facility there are challenges here for the council so a managing body would be needed. It is the council’s intention to hold the ownership of building to safe guard its future. The Council would be interested in looking a working with organisations that would support the development of the Digital Hub and is open to conversations around this with external partners. • CSar – conversations are under way around the Digital Hub, hoping to get the survey out to the right groups this week, to ensure how we shape the hub and the key requirements to the offering. ET – this survey will be key to supporting the business case going forward. 	

	<ul style="list-style-type: none"> • LC – happy to share the survey to other tech groups, perhaps from the Cambridge side, perhaps an opportunity for shared learning. AD suggests that this would be very beneficial. • LC – Media City in Manchester have managed to access some funding through the DoE so would be a worthwhile conversation. • JS – interesting to get the perspective from the Bradfield Survey • ET – working closely with James at the Bradfield Centre for some time, and they have expressed an interest in the digital hub. • SB – confirmed received the first two documents, and are hoping to get payments out this financial year if possible. <p>ACTION: to acquire and consolidate learnings from Bradfield Centre, Cambridge Innovation Park, Media City, international desktop research etc as we shape up the Digital Hub and projects.</p>	ET
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