

NORWICH TOWN DEALS BOARD

MONDAY 22 September, 12.30PM

Via MS Teams

Attendees:

Andrew Dernie (CHAIR) (AD) - Aviva
Chris Sargisson (CSa) – Norfolk Chamber of Commerce
Graham Nelson (GN) – Norwich City Council
Roisin Buckley (RB) – Office of Chloe Smith MP
Sarah Collins (SC) – Norwich City Council
Ellen Tilney (ET) – Norwich City Council
Jerry White (JW) – CCN
Stefan Gurney (SG) – Norwich BID
Cllr Alan Waters (AW) – Norwich City Council
Tim Bishop (TB) – The Forum
Vince Muspratt (VM) – Norfolk County Council
Gill Mason (GM) – DWP
Vicky Boorman (VB) – Norwich City Council
Ellie Hardy (EH) – Norwich City Council

Apologies:

Clive Lewis MP
George Denton– South Norfolk & Broadland Council
Chris Starkie – New Anglia LEP
Julie Schofield – UEA
Phil Courtier – South Norfolk and Broadland District Councils
Chloe Smith MP
Sarah Steed – NUA
Julia Nix – Jobcentre Plus
Cllr Mike Stonard – Norwich City Council
Juliana Meyer – Supapass
Julia Nix – Jobcentre Plus

Ref	Item	Action
1	Welcome, Actions, Apologies, Minutes AD gave a summary of the 25 July Board meeting minutes and actions. The minutes were approved. Grow on space to be taken back to Digital Hub Action Group. A Board meeting to Carrow House will be organised for the near future. GN recommended for meeting at Carrow House to take place in new year when a new tenant may have moved in. In the meantime visits to Carrow House for Board members could be arranged.	AD

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2	<p>ACE Project Presentation</p> <p>JW gave a presentation on the ACE project.</p> <p>Aim of ACE centre was to produce a high quality and well equipped advanced, construction and engineering facility.</p> <p>Project is not quite complete – still waiting on some equipment which is expected to arrive at the end of October 2022. However, facility is currently in use.</p> <p>Project has allowed for the infrastructure, lighting and PC's to be upgraded.</p> <p>A large electric orientated vehicle workshop has been built. This is a new dedicated EV and hybrid facility. Cars are being purchased and ramps being installed to for students. Allowing students to work on latest technology.</p> <p>Outside local garages and dealerships have been in contact as they are struggling to find training facilities for their staff.</p> <p>There is hope to invite Board members to see the project before Christmas.</p> <p>JW photos of the project:</p> <p>Classroom 1 photo (pdf) Classroom 2 photo (pdf) EV workshop photo (pdf)</p> <p>ACTION: There was potential for a ministerial visit. This did not happen due to change of Prime Minister. There is potential for a rescheduled ministerial visit so we should prepare for this.</p> <p>GN – we should try and get the Norwich Town Deal Fund on the radar for future bids. We need to highlight the output of students who have benefited from ACE project. We also need feedback about supporting local industry. This will allow us to demonstrate the delivery of the project and celebrate successes.</p> <p>JW – currently have not been able to utilise facility for students. There are open days coming up to show parents and potential students both the ACE and Digitech projects.</p> <p>ACTION: A Post-investment review about if the money has delivered for the project and promoting the project.</p> <p>SG would like to invite ministers to Branding project launch on 6 October.</p>	<p>ET</p> <p>SC</p>

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	<p>ET – we cannot instigate visits from DLUHC only they will. Unlikely a visit will happen until LUF bid announcements have been made. Visits may start happening from November.</p> <p>SC – congratulations to JW in delivery of ACE project within budget and on time.</p>	
3	<p>Town Deal Projects, predicted completion dates</p> <p>SC gave an overview of Norwich’s eight Towns’ Fund projects and their predicted completion dates.</p> <p>ACE – complete but still awaiting equipment due October 2022.</p> <p>Branding – completed and will be launched in October 2022.</p> <p>ENMP – completed June 2021</p> <p>The Halls – due for completion June 2024, maybe March 2024.</p> <p>Carrow House – due for completion January 2023.</p> <p>Public Realm – Hay Hill on schedule for December 2023.</p> <p>Revolving Fund – on schedule for March 2024.</p> <p>DigiTech Factory – completed September 2021.</p> <p>The Digital Hub – on schedule for March 2024.</p>	
4	<p>Branding Project Update</p> <p>SG gave a presentation on the Branding Project.</p> <p>Branding Project Presentation</p> <p>SG – all resources are open source and available to everyone.</p> <p>VB would like to work closely with the Branding team to plan promotion of the project. SG recommended contacting Isabel.</p> <p>Promotion of the project will be procured through media partners and release of 30 second videos shown in presentation.</p> <p>GN enquired about other media partners to maximise the project. SG advised that UKTI could help drive the project.</p> <p>AD would like as many people to attend WiN launch event if they can and for invitations to be extended to networks.</p> <p>VM enquired about sustainability of the project and transitioning to long-term after use of Town Deal funding. SG explained the next bid relates to the sustaining of the project after the Towns Deal funding ends.</p>	

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5	<p data-bbox="296 264 544 300">Project Updates</p> <p data-bbox="296 338 435 374"><u>The Halls</u></p> <p data-bbox="296 412 1227 560">There was an Inception Design meeting on 22 September. Architects appointed are Purcell. NCS have been taken on as Quantity Surveyor and Project Manager. A site meeting has been arranged for the week commencing 26 September.</p> <p data-bbox="296 598 1238 779">Condition Survey has been returned. There are £800k of repairs that are required. These are not Town Deal Fund issues but this may affect Town Deal Fund works. Need to resolve how to reduce downtime for repairs where the building will be unavailable to the public.</p> <p data-bbox="296 817 1243 887">There has been no progress with phase 2 of the project as there is currently no funding for it.</p> <p data-bbox="296 925 456 960"><u>Digital Hub</u></p> <p data-bbox="296 999 1152 1108">Moving well. There have been two walkarounds. We have engaged with Digital Hub schemes elsewhere and looked at layouts.</p> <p data-bbox="296 1146 1085 1216">Sub-committee will have a walkaround of the site on 23 September.</p> <p data-bbox="296 1254 1211 1364">ET has been having conversations with Digital Hubs elsewhere regarding the layout which can be replicated as they are already seen as successful.</p> <p data-bbox="296 1402 1185 1471">Spaces will go out to tender. There has been firm interest from three businesses who operate similar buildings.</p> <p data-bbox="296 1509 504 1545"><u>Carrow House</u></p> <p data-bbox="296 1583 1235 1693">New Carrow House – there is a possibility a first tenant will move into the building by December 2022. It is hoped this will increase interest for other new tenants.</p> <p data-bbox="296 1731 1158 1800">Old Carrow House – ND Willan are progressing with works. Asbestos survey.</p> <p data-bbox="296 1839 1090 1874">VB would like to promote the success of Carrow House.</p> <p data-bbox="296 1912 488 1948"><u>Public Realm</u></p> <p data-bbox="296 1986 1240 2096">Meetings with DLUHC have been encouraging. Request to reduce the scope of the project have been submitted. So far there has been no response.</p>	

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	<p>The halting of St Giles cannot currently be publicised as it has not been confirmed by DLUHC. Therefore, money for St Giles cannot currently be moved to Hay Hill. Work on St Giles has been paused.</p> <p>VB has been in communication with Norfolk County Council about publicising the freeze on St Giles.</p> <p>Mike Todman has agreed to reducing the scope of the project, however official confirmation is still needed.</p> <p>Budget proposal in 3-4 weeks.</p> <p>A meeting offline was requested with SG regarding engaging local businesses for financial help in order to maintain the site.</p> <p><u>Revolving Fund</u></p> <p>This is progressing. Offer letters have been sent out and negotiations have started on three sites. Letters include the possibility of CPO action. However, there is a Nutrient Neutrality issue.</p> <p>There has been one response and they have stated they are open to negotiation.</p>	
6	<p>Update on LUF and Community Renewal Fund</p> <p>LUF</p> <p>LUF bids are currently being looked at and assessed. Queries have been received from DLUHC. This includes on subsidy control. NPlaw have been approached regarding this. They stated there was no subsidy on either bid.</p> <p>Various other minor queries have been received indicating both Norwich North and Norwich south bids are being looked at.</p> <p>GN – match funding for both bids is from the Infrastructure Investment Fund. There is a meeting of the Greater Norwich Growth Board on 6 October. This is the board that oversees the use of the money and will be offering a recommendation of the use of the money.</p> <p>Community Renewal Fund</p> <p>All projects on track and funding due to be spent by end of 2022.</p> <p>VM – Through Norfolk Investment Framework and workshops there is some money against framework that will be made available in the year.</p>	
7	AOB	

Ref	Item	Action
	<p>It was agreed by the Board that the meeting in December will only go ahead if necessary.</p> <p>ACTION: EH will email the Board a week in advance to ask if the December meeting should go ahead.</p> <p>SC – DLUHC are due to carry out Assurance and Performance Management checks. They will be checking details submitted to the public, our performance and how this is being monitored. We need to ensure details on website are correct. This also includes members of the Board and that the conflict of interest is in place. The register of interest for each Board member needs to be up-to-date.</p> <p>Process will start at the end of November.</p> <p>ACTION: EH to email Board members if register of interest is needed or needs to be updated.</p>	<p>EH</p> <p>EH</p> <p>EH</p>

Next Meetings

Monday 31 October – 2pm