

NORWICH TOWNS DEAL BOARD

MONDAY 29 JANUARY, 2.00PM

Via MS Teams

Attendees:

Chris Sargisson (CSa) (VICE-CHAIR) –
Norfolk Chamber
Graham Nelson (GN) – Norwich City
Council
Sarah Collins (SC) – Norwich City Council
Ellen Tilney (ET) – Norwich City Council
Ellie Hardy (EH) – Norwich City Council
Sarah Steed (SS) – Norwich University of
the Arts
Stefan Gurney (SG) – Norwich BID

Christie Waddington (CW) – DWP
Alice Saunders (AS) – Office of Chloe
Smith MP
Chris Starkie (CSt) – Norfolk County
Council
George Denton (GD) – South Norfolk
& Broadland Council
Chris Dashper (CD) – New Anglia
Mike Todman (MT) – DLUHC

Apologies:

Clive Lewis MP
Andrew Dernie – Aviva
Julia Nix – Jobcentre Plus
Cllr Mike Stonard – Norwich City Council
Jerry White – CCN
Juliana Meyer – Supapass
Chloe Smith MP

Julie Schofield – UEA
Rosanne Wijnberg – New Anglia
Michael Pedder – DLUHC
Kris Jones – Tech Velocity
Nova Fairbank – Norfolk Chamber
Phil Courtier – South Norfolk and
Broadland

Ref	Item	ACTION
1	Welcome, Actions, Apologies, Minutes The 27 November 2023 Board minutes were approved, and actions covered.	
2	Update on LUF 3 Funding Following the last Board meeting, ET has reviewed the previous bid to ensure it was still deliverable and is speaking to partners about aspects of the bid. A conditional offer was received on the Norwich North bid in November 2023 for the same value as 18 months earlier. We confirmed to DLUHC it was still deliverable.	

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	<p>A letter was received on 22 December 2023 where we entered in a validation process to draw down LUF monies for the bid, which is currently being worked on. Oxbury are revisiting all the costs in the bid and Metro Dynamic have updated the cost-benefit ratio. This information will be included in a form to DLUHC with a deadline of 2 February. ET has a sign-off meeting with the s151 Officer before the deadline.</p> <p>We have received a letter from Chloe Smith MP renewing and confirming her support.</p> <p>ET believes that when the documentation is submitted, DLUHC will then confirm if they require further clarification or if they want to meet with NCC. Following this there will be a process for receiving a final offer letter or confirmation of the final funding and commencing the project.</p> <p>ET provided a reminder overview of the project, it is a package of health, wellbeing and sport projects at Sloughbottom Park. This includes-</p> <ul style="list-style-type: none"> • a 3G football pitch with league standard changing rooms; an upgraded BMX track; • new storage facilities for equipment shared with the Norfolk Wildlife Trust; • an upgrade to the pavilion which includes a community room for hire and a café; • a new play area; • all paths to be resurfaced and relit; • the Dolphin Path cycleway to be resurfaced, lit with signage and cycle repair stations. <p>Sports clubs and community groups who regularly use the park are engaged with the bid and its vision. The aim is to increase the footfall of those who use the park.</p> <p>Oxbury have revised the cost of the project. As there will be no increase in income from Levelling Up, there is a shortage of resources due to costs going up. It is hoped that more matching funding can be gained from the Greater Norwich Growth Board and the Football Association. Other match funding options are being examined.</p> <p>If the funding gap cannot be closed there is an option to suspend works to resurface the paths and seek alternative funding to complete.</p> <p>Regarding the crossing on the Dolphin Path cycleway over Hyams Street, there is an option that this is delivered by the</p>	

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	<p>Norfolk County Council Highways Department. The costs for delivery of this item have not been included as there is no funding within the budget. There is reasonable confidence that Norfolk County Council will deliver as they are aware of it.</p> <p>ACTION: GN asked for information about the nature of the project to be shared with the Board. EH to circulate the outline of the bid to the Board.</p> <p>SC added we intend to keep the same governance as with the Town Deal. This includes the same Internal Town Deal Board. SC will be the Programme Manager and the internal Project Manager will run the scheme.</p> <p>The project will come to the Town Deal Board for decisions. This can be considered further at the next Board meeting. ET advised adding this as an agenda item for the next meeting.</p> <p>MT explained there will be no further rounds of the Levelling Up Fund. Future bids will not be assessed in the same way as the recent bids therefore they need to be tailored to future funding opportunities.</p> <p>MT advised looking at future funding opportunities such as the County Deal. There is still some LUF funding available for cultural projects, this may be revealed at budget. DCMS arm length bodies can be approached regarding other funding routes. The Area Towns Board could visit Norwich to discuss future projects.</p> <p>GN recommended discussing potential funding opportunities at upcoming Board meetings.</p>	<p>ET/EH</p> <p>SC</p>
3	<p>Town Deal Projects, predicted completion dates</p> <p>SC gave an overview of the Norwich Towns' Fund projects and their predicted completion dates. An attachment was provided.</p> <p>ACE – completed and was officially opened on 24 February 2023. The final invoice has been submitted for funding. This relates to purchasing the final items.</p> <p>Branding – completed October 2022.</p> <p>ENMP – completed June 2022.</p> <p>The Halls – due for completion March/April 2025</p>	

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	<p>Carrow House – handover meeting completed 17 February 2023 and practical completion 24 February 2023.</p> <p>Public Realm – Hay Hill due for completion Spring 2024.</p> <p>Revolving Fund – on schedule for March 2025.</p> <p>DigiTech Factory – completed September 2021.</p> <p>The Digital Hub – due for completion December 2024.</p>	
4	<p>Project Updates</p> <p><u>Digital Hub</u></p> <p>This is moving forward, but there have been amendments to the contractual arrangements. IWG have passed the JCT to their solicitors who advised that the JCT should be between IWG and RG Carter. IWG were advised they cannot sign a JCT as they are not a contractor. We have communicated with NPLaw who are happy if there is no JCT between NCC and IWG, however the contract between IWG and RG Carter should still include all NCC amendments.</p> <p>IWG are positive we can move forward and have been working with RG Carter in the background. There should be a meeting week commencing 29 January and the agreements are mostly in place.</p> <p>A legal agreement will be drafted by NPLaw that is between NCC and IWG. CSa asked if there will be any difference between this agreement and the original JCT and if there are concerns with the new arrangement. SC explained there are no procurement issues. The JCT included safeguards which remain in the new legal agreement. IWG must show the new JCT includes all of NCC’s original amendments. The new legal agreement will include all the risks that NCC want to mitigate.</p> <p>CW asked, in relation to risk amendments, if dispute resolution will be included in the new contract. SC confirmed it will.</p> <p><u>Revolving Fund</u></p> <p>The purchased Windmill Road site has been advertised for sale with a development agreement with preferred bidder found. The highest bidder is being recommended. GN is due to brief the Leader of the Council on 30 January to determine if the recommendation will be accepted.</p>	

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	<p>The phase 1 sites are still being pursued.</p> <p>One site is moving through Planning where Nutrient Neutrality has caused delays. Nutrient Neutrality credits have been offered and s106 issued. Planning will update as to when they will sign the s106. A reminder of the timetable and milestones has been issued. Authority to CPO is in place if the milestones are not reached. Avison Young (AY) remain in communication.</p> <p>Another phase 1 site was sold due to liquidation. The new owner has been contacted and notified there is authority to CPO. They are being given time to move the site forward.</p> <p>There are three phase 2 actively being looked at. AY are producing initial reports looking at valuation, proposals of how to move the sites forward and proposals on how they would be sold on. The Board will be updated on the phase 2 sites when it is available.</p> <p><u>Public Realm</u></p> <p>All seating steps have now been received, there is a small amount of damage to some of the stone. It is not significant, and the supplier has offered to come to site to repair.</p> <p>There is an issue with the programme. The originally planned completion date was 17 February. Due to the stone supplier issues, the Hay Hill main works have been extended. The date for the kiosk is 10 May. Tarmac are being asked to find time in their programme to help move the project forward.</p> <p>We are collaborating with Norfolk County Council to communicate with senior management at Tarmac. It is hoped another meeting can be arranged with Tarmac in the week commencing 29 January.</p> <p>Throughout this, the costs have gone up and it is has become difficult to keep within budget. We are working with Tarmac to bring costs down.</p> <p>SG asked if there is a worry the completion date will be pushed back again as the TTRO is until the end of May. SC explained that traffic orders are always in place until a month after the completion date as standard. There is also a slight issue with the kiosk, the team are procuring the build of the kiosk and plant room independently.</p> <p><u>The Halls</u></p>	

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	<p>This is progressing well. There had been concern about the possible presence of bats. An ecology survey was conducted, and this verified there were none on the site.</p> <p>Applications have been submitted for Listed Building and Scheduled Ancient Monument. A decision on the latter is expected in week commencing 29 January and Planning Approval is anticipated in week commencing 5 February.</p> <p>SC and the team have interviewed the three tenderers. The Design and Project teams are now evaluating the tenders. We are on target to make a decision by the end of February. GN has cabinet approval to make an executive decision to award the contract.</p> <p><u>ENMP and Carrow House</u></p> <p>Carrow House and the formation of the Master Plan have both been completed.</p> <p>Work is continuing to write the Master Plan into planning policy. Main modifications have been published by the Planning Inspector.</p> <p>We have been unable to secure a tenant for Carrow House so it remains unoccupied. To counter this there have been informal conversations with social enterprise and art bodies with a view to interim use. Options are being considered to bring forward the improvement of the site to stimulate wider redevelopment of the Carrow Works site.</p> <p><u>DigiTech and Ace</u></p> <p>JW provided an update via email. The project is still moving forward and was being well used and received by businesses and students.</p> <p><u>Branding</u></p> <p>Work is still ongoing. The challenge is the capacity and time as it is reliant solely on Norwich BID resources for work to continue.</p> <p>SG asked if there was possibility of support to allow funding towards Work in Norwich as it is an active website where engagement is growing.</p> <p>Potential funding from the private sector is being examined. There is a meeting with the Finance Industries Group and Aviva</p>	

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	on 2 February. SG is looking for support funding towards a campaign focusing on their industry group.	
5	<p>AOB</p> <p>CSa asked about discussing the Digital Hub in more detail. SC agreed and IWG can be present at a future meeting. CSa also asked about a visit to the Digital Hub for the Board. EH will circulate an email to enquire about potential dates for a visit.</p>	SC/EH

Next Meetings

Monday 26 February – 10am

Monday 25 March – 2pm

Monday 22 April – 10am