

## Norwich Town Deals Board

### Monday 28 June 2021, 10am Via MS Teams

#### Attendees:

#### Chair:

Andrew Dernie            Aviva (AD)

#### Attendees:

Vince Muspratt	Norfolk County Council
Stefan Gurney	Norwich BID (SG)
Chris Sargisson	Norfolk Chamber of Commerce
Graham Nelson	Norwich City Council (GN)
Ellen Tilney	Norwich City Council
Amy Dunham	Norwich City Council
Vicky Boorman	Norwich City Council
Don McCallum	Norwich City Council
Sarah Blackledge	JCP Peterborough
Roisin	office of Chloe Smith
Cllr Alan Waters	Norwich City Council

#### Apologies:

Chris Starkie	New Anglia LEP (CS)
Phil Courtier	SNC/BDC
Tim Bishop	The Forum Trust
Sarah Steed	Norwich University of the Arts
Helen Lewis	UEA
Kris Jones	Techvelocity
Juliana Meyer	Supapass
Clive Lewis MP	
Stephen Evans	Norwich City Council
Jerry White	City College Norwich
Stephanie Beggs	MHCLG
Linn Clabburn	CNTC
Cllr Mike Stonard	Norwich City Council

#### Minutes

Ref	Notes	ACTION
<b>1</b>	<p><b>Welcome, apologies, minutes</b></p> <p>Minutes of 24 May are agreed.</p> <p>7 Projects from the CRF submission have achieved 80% or over</p>	
<b>2</b>	<p><b>Programme Update</b></p> <p>The programme is green</p> <p>The deadline for signing off the final business case is mid July (Digital Hub) – this may require a special board meeting or could be achieved via email sign off.</p> <p>Recruitment is now being actively pushed for a Project Manager – further updates at July meeting.</p> <p>Issues around the purchase of Carrow House have been resolved – exchange should be taking place shortly.</p>	

Ref	Notes	ACTION
3	<p><b>Project Business Case:</b></p> <p>Digital Hub</p> <p>The Board reviewed the Digital Hub business case and returned some comments to the project team. These will be updated via email.</p> <p>VM suggested that in terms of funding, the project may wish to consider using TD funding before using match funding from theBRP – which can be re profiled or varied.</p>	ET/CS/DM
4	<p><b>Comms Plan</b></p> <p>VB gave an overview of the comms role and presented the comms strategy</p> <p>VB noted there is further work to be undertaken on the comms strategy.</p> <p>VB updated the board as per her comms actions</p>	
5	<p><b>AOB</b></p> <p>AD thanked the Board for all their work and efforts putting together a solid set of projects.</p> <p>AD has agreed to provide some information to support other Town Deal areas around how Norwich's approach has been successful – AD will distribute this to the board.</p>	

**Forward meeting dates:**

26 July 2021, 10am-11.30am

27 Sept 2021, 10am-11.30am

25 Oct 2021, 10am-11.30am

29 Nov 2021, 10am-11.30am