

Norwich Town Deals Board
Monday 27 September 2021, 10am
Via MS Teams

Attendees:

Andrew Dernie(AD)	Aviva CHAIR
Ellen Tilney (ET)	Norwich City Council
Sarah Collins (SC)	Norwich City Council
Amy Dunham (ADun)	Norwich City Council
Alan Waters (AT)	Norwich City Council
Vicky Boorman (VB)	Norwich City Council
Kris Jones (KT)	Tech Velocity
Roisin Buckley (RB)	Office of Chloe Smith MP
Chris Starkie (CS)	New Anglia LEP
Jerry White (JW)	Norwich City College
Tim Bishop (TB)	The Forum Trust
Vince Muspratt (VM)	Norfolk County Council
Phil Courtier (PC)	Broadland & South Norfolk Council

Apologies:

Graham Nelson	Norwich City Council
Stephen Evans	Norwich City Council
Sarah Blackledge	JCP
Stefan Gurney	Norfolk Chamber
Chris Sargisson	Norfolk CoC

Ref	Notes	Action
1	<p>Welcome, apologies, minutes</p> <p>AD welcomed Sarah Collins as the Norwich Town Deal Programme Manager</p> <p>AD confirmed that all the full Business Cases had been approved we would receive £15.5m from LUHC (Levelling Up Housing and Communities, formerly MHCLG) by the end of September</p>	
2	<p>Introduction to Sarah Collins & new reporting format</p> <p>SC introduced herself and her background</p>	

Ref	Notes	Action
	<p>SC outlined changes to programme and project reporting – the new project reporting format will be used for all projects starting in October, this will include projects where the management is outside Norwich City Council.</p> <p>SC suggested an Advisory Sponsor for each project to act as an advocate and sounding board for each project. SC will forward the governance and discuss further with each individual project sponsor.</p>	
3	<p>Programme Update</p> <p>Digitech – JW Digitech is open the students are in the building. There are still ongoing issues with the supply chain. The formal opening event is the 20th October. JW is working in conjunction with relevant press updates.</p> <p>ACE – JW The 31st October completion date is not going to be achieved and will need to be extended in to Summer 2022. Discussions are ongoing to reprofile the project. Delays are attributed to C19, procurement and securing of the workforce, inflation of costs in the construction industry.</p> <p>Branding – update sent by SG The CLIC have been award the creative tender. This side of the work is progressing well.</p> <p>Carrow House – SC The purchase is complete The contract is awarded to Mitie – preconstruction meeting has taken place. There is a site meeting this week. Asbestos survey and work to dry rot is taking place</p> <p>East Norwich – SC The SD panel are being presented with work so far. Final sign off on the 10th November on Stage one works. Next public engagement event is scheduled for the 15/16th October. Utilities companies are in final negotiations for funding and looks very positive.</p> <p>ET – a study has been commissioned to explore the potential of installing a twin track for Trowse rail bridge. This is not funded by the East Norwich project.</p> <p>Digital Hub – SC Negotiations are ongoing with the current tenant.</p>	

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	<p>A meeting to discuss the project further will be made when necessary.</p> <p>Public Realm – SC The project is still moving forward, consultation has taken place and feedback is due shortly. Consultants have been approached. Discussions are ongoing regarding planning and listed monument consent. Road works currently underway at the top of St Giles are part of the Transforming Cities work with sits along the TD phase of the project.</p> <p>Revolving Fund – SC Sites have been selected and will be further narrowed down in a piece of work supported by consultants, which will be appointed through tender in October. Consultants will also help support the viability work for the projects</p> <p>The Halls – SC Seating has been installed and work is underway on the acoustic curtains. The brief for a consultant is being progressed who will consult with current/future stakeholders to ensure a clear scope of works is defined for the project.</p>	
4	<p>Comms</p> <p>VB gave a brief overview of the comms recently produced for the Norwich Town Deal and planned actions. VB advised the board that Norwich has been asked by the District Council Network to take part in a case study on the Town Deal projects and how we managed to be successful. VB is liaising with SG over branding and potential use of existing branding</p>	
5	<p>AOB</p> <p>There is no update from the Community Renewal Fund– VM</p>	

Forward meeting dates:

25 Oct 2021, 10am-11.30am

29 Nov 2021, 10am-11.30am

4 Jan 2022, 10am – 11.30am

31 Jan 2022, 10am – 11.30am