

NORWICH TOWN DEAL BOARD
MONDAY 28 FEBRUARY 2022, 2PM

Via MS Teams

Attendees:

Andrew Dernie (CHAIR) (AD) – Aviva
 Chris Sargisson (CSa) – Norfolk Chamber of Commerce
 Chris Starkie – New Anglia LEP
 Sarah Steed – NUA
 Tim Bishop – The Forum
 Roisin Buckley (RB) – Office of Chloe Smith MP
 Jerry White (JW) – City College Norwich
 Sarah Collins (SCo) – Norwich City Council
 Cllr Alan Water (AW) – Norwich City Council
 Graham Nelson (GN) – Norwich City Council
 Stefan Gurney (SG) – Norwich Bid
 Rosemary Hood (RH) minutes – Norwich City Council

Apologies:

Chole Smith MP
 Julie Schofield – University of East Anglia
 Ellen Tilney – Norwich City Council

Ref	Item	ACTION
1	<p>Welcome, Apologies and last Minutes</p> <p>AD gave a summary of last meeting minutes and Actions, and the minutes were approved.</p> <p>CSa Referenced the Shared Prosperity Fund (SPF) and gave some details. It was suggested that NCC develop investment plans to support a funding application.</p> <p>GN confirmed that the SPF was to be discussed at CLT.</p> <p>AD suggested that the SPF was added as a regular TD Board Agenda item. GN agreed</p> <p>GN has discussed possible opportunities with South Norfolk DC as the Town Deal boundaries include some of South Norfolk DC area.</p> <p>JW – during the Board meeting in January JS referred to potential Lottery funding for The Halls, this is an option to be followed up, and JW for further information.</p>	RH

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2	<p>Update on Cabinet Meeting and DLUHC Reporting SC said the cabinet meeting on Wednesday went well.</p> <p>GN was delegated authority to purchase sites within the Revolving Fund project.</p> <p>SC confirmed that The Board will be kept informed of progress and informed of any possible purchases in advance.</p> <p>The Cabinet papers will be circulated to the Board. SG asked what the selection criteria was for choosing Revolving Fund sites, and if it was possible to use the RF to unlock stalled sites/units within the city centre. SC explained that there is nothing to preclude sites which are significant to the city, however they must be stalled and fit the selection criteria.</p> <p>Sites such as The Open were discussed, GN explained that the RF was to be used for several sites, especially sites that have become a blight on their community, therefore The Open, for example, could be too expensive.</p>	RH
3	<p>Branding Update SG There are 3 areas being focused on:</p> <ol style="list-style-type: none"> 1. Inward Investment 2. Bringing in employees 3. Scaling existing businesses <p>SG updated the Board on the Excel Business Show he attended in November 21. At the show BID staff talked to businesses (photos were shown to the Board) to test their interest in Norwich. There seemed to be 3 categories as shown below:</p> <ol style="list-style-type: none"> 1. Those who already have knowledge of Norwich and are advocates. 2. Those who have basic knowledge of streets and aware of Alan Partridge etc. 3. Those with lack of awareness. No idea where, or even which part of Europe it is in. <p>It was agreed that continuing to promote the positive image of the City was important, and the development of the Branding project will assist this.</p> <p>CSa congratulated BID on their excellent work, and felt the website and links, were easily navigated. AD agreed with CSa and expressed that the amount of collaboration within the project will really be effective.</p>	

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4	<p>Digital Hub Sub-Committee Update</p> <p>This is being well supported.</p> <p>There has been one meeting with the design team to restart the project. It has been explained that there is no additional budget however SC will consider possible options if needed to ensure the project is viable as a Digital Hub.</p> <p>CSa discussed the need to consider the current design layouts within the sub-committee.</p> <p>AD expressed that this project is different to others in the Town Deal Programme and understood the challenges it may face.</p>	
5	<p>Projects Updates</p> <p>ACE</p> <p>CCN have appointed design consultants and the project is in the final planning stage.</p> <p>Arrangements are being made for the contractor appointment.</p> <p>Halls</p> <p>SC confirmed a meeting has been arranged with Tom Flemming scoping consultant, to discuss their progress.</p> <p>SC informed the Board that a sub-committee for The Halls would also be helpful. SS confirmed, as Advisory Sponsor for the project, that she was happy to be part of the sub-committee.</p> <p>SC confirmed that contact is being made with David Hines of Norwich Charitable Trusts, to further discuss and the possibility of additional funding for Phase 2 of The Halls. We have been told that their Trustees meet in April to discuss the possible projects.</p> <p>New Carrow House</p> <p>This is moving along well.</p> <p>Contractor resolved issue with supplier, Contractor and subcontractor could not get terms needed. They will be reporting in 2-4 weeks.</p>	

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	<p>Old Carrow House</p> <p>We can now move on with Old Carrow House. SC confirmed that the procurement process for the design consultants was almost complete, and all the preferred consultants will be notified by the end of March 22.</p> <p>It is hoped that the procurement for a contractor will start at the end of April. SC confirmed the carpark resurfacing and improved lighting had been added to the Mitie contract and will be completed by the end of April. SC confirmed that the marketing agent procurement process has been completed and the successful agent will be notified by the end of the week. The building will be marketed as either, separate offices on each floor or as a complete building.</p> <p>SC said the marketing material will be shared with the Board members once it had been produced.</p> <p>SC – Will organise a site visit for Board Members once the works have been completed, anticipate this is likely to be end of April/May.</p> <p>Public Realm</p> <p>SC confirmed that the Hay Hill public consultation will commence by the end of 28th February. The majority of the consultation will be via the online portal, however, to have a market stall has been hired for the public to visit, ask questions, and give comments on 10 and 16 March. Letters to stakeholders have been sent today and signage will be erected to advertise the dates officers will be in the market.</p> <p>The public will be asked for their opinion on the removal of the sculptures</p> <p>The Thomas Browne Society supported the relocation of the sculptures to the Cathedral. A meeting is due to be held by Cathedral staff at the end of March and the sculptures are due to discussed.</p>	

	<p>SG asked whether– other locations for the sculptures are being considered. SC explained that alternatives are being considered by the PMS, and there will be continued discussions with the Thomas Browne Society regarding these.</p> <p><u>Revolving Fund</u></p> <p>Avison Young have been asked to look at the first phase of possible sites. They will present their report to the Revolving Fund project team.</p> <p><u>East Norwich Masterplan</u></p> <p>GN explained that Cabinet were very positive towards the Masterplan and that Homes England are looking at possible options to move the progress onto the next stage.</p>	
6	<p>AOB</p> <p>SC proposed that a sub-committee be created for The Halls project. As sponsor and Advisory Sponsor, GN and SS would be invited to be part of the group. Louise Rawsthorne would also be involved.</p> <p>Sarah Steed confirmed she would be happy to be part of the new sub-committee.</p> <p>SC confirmed she would send out some information and issue invitations.</p>	

Meeting Dates:

- Monday 28 March – 10am
- Monday 25 April – 2pm
- Monday 23 May – 10am
- Monday 27 June – 2pm
- Monday 25 July – 10am