

Norwich Town Deals Board

Monday 27 June 2022, 2pm

Via MS Teams

Attendees

Andrew Dernie (CHAIR) (AD) – Aviva
Roisin Buckley (RB) – Office of Chloe Smith MP
Ellen Tilney (ET) – Norwich City Council
Sarah Collins (SC) – Norwich City Council
Graham Nelson (GN) – Norwich City Council
Ellie Hardy (EH) – Norwich City Council
Tim Bishop (TB) – The Forum
Phil Courtier (PC) – South Norfolk and Broadland District Councils
Julie Schofield (JS) – UEA
Jerry White (JW) – City College Norwich
Lara Hall (LH) - CMLI
Zoe Tebbutt (ZT) – CMLI
Chris Dashper (CD)
Larra Anderson (LA)

Apologies

Julia Nix – Jobcentre Plus
Cllr Mike Stonard – Norwich City Council
Juliana Meyer – Supapass
Clive Lewis MP
Stephen Evans – Norwich City Council
Vince Muspratt – Norfolk County Council
Kris Jones – Techvelocity
Cllr Alan Waters (AW) – Norwich City Council
Shan Lloyd – DLUHC
Chris Sargisson (CS) – Norfolk Chamber of Commerce
Chloe Smith MP
Sarah Steed (SS) – NUA
Chris Starkie (CS) – New Anglia LEP
Tony Jones (TJ) – Norwich City Council
Alexandra Curran (AC) – Avison Young
George Denton (GD) – South Norfolk & Broadland Council
Stefan Gurney (SG) – Norwich BID
Nathan Wallwork (NW) – Metro Dynamics

Ref	Item	Action
1	Welcome, Actions, Apologies, Minutes AD gave a summary of the 6 June board meeting minutes and actions. The minutes were approved.	

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2	<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>DigiTech Factory – completed September 2021. This will remain on the schedule so this can be discussed going forward.</p> <p>ENMP – whilst work will continue, the delivery of the Town Deal part will be complete.</p> <p>Branding – on schedule for September 2022.</p> <p>ACE – on site and on track for October 2022.</p> <p>Carrow House – on schedule for December 2022.</p> <p>Revolving Fund – on schedule for March 2024. The nature of this means it is difficult to state how and when the money will be spent.</p> <p>Public Realm – on schedule for September 2023.</p> <p>The Digital Hub – on schedule for March 2024.</p> <p>The Halls – June 2024.</p> <p>No significant changes aside from ENMP which is now complete.</p>	
3	<p>Public Realm – Hay Hill Presentation / St Giles Discussion</p> <p>Hay Hill LH and ZT gave a presentation on the progress of Hay Hill to date. The consultation has been completed with a design team appointed. Tarmac have been appointed as the delivery team.</p> <p>A Stopping Up Order has been started with Norfolk CC as Hay Hill has Highways status allowing site to be brought into Public Realm.</p> <p>Work with stakeholders still ongoing and will be ongoing until project is completed.</p> <p>Discussions have been had with surrounding businesses to see how works could impact day-to-day running of the business.</p> <p><u>Questions</u></p>	

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	<p>If we lose trees, could we design replacement of trees? Looking to put soft landscape to allow easier removal. Limitation to put trees back in as already other trees in place and underground utilities.</p> <p>Are there litter solutions as part of the design? Already considering bin locations and surrounding businesses emptying their own bins.</p> <p>What is the consideration for lighting? There are features on site that can be used to integrate lighting.</p> <p>Adjoining areas, William Booth Street and Weavers Lane, particularly bins. Push with County Council regarding screens, how access points are used? Liaising with County Council Waste Team who are looking at waste strategies. Currently fact finding.</p> <p>Look and feel to match surrounding areas? Material choices are crucial, these have to be robust, but light and inviting.</p> <p>SC – there are ongoing maintenance costs due to additional planting and water feature. Propose to speak to BID to see if surrounding businesses could sponsor costs. Other options are being considered such as advertising. Not currently sure how much we are asking for so it will be at least a month before these options can be considered.</p> <p>JW – Asked about infrastructure to facilitate performances. ZT has spoken to events team at locations. Looking at what is needed for this to be possible.</p> <p>No planning permission in place for Next, concern regarding overshadowing.</p> <p>The board agreed to proceed with design shown in presentation.</p> <p>St Giles Costs are going up for the schemes. A financial summary was included in the papers for the board. Forecasting that the project is overbudget by approximately £500,000. This came back after Tarmac reviewed the scheme. Tarmac are now reviewing costs monthly.</p> <p>Hay Hill is the most important of the two Public Realm schemes. Preference is for Hays Hill to continue. Waiting for QS to come back with preliminary. budget costs. There is a possibility we will need to reduce St Giles scheme or not do the scheme within</p>	

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	<p>Town Deal funding. There is the possibility of looking at alternative funding.</p> <p>Board agreed to prioritise Hay Hill scheme.</p>	
4	<p>Digital Hub</p> <p>We have had the first meeting at Townshend House for the sub-committee. Positive to get good feedback. Sub-committee envisage Digital Hub to be for small start-up businesses.</p> <p>Limited space in building, discussion about another space so, as businesses grow, they could move on, allowing space for new start-up businesses in the Digital Hub.</p> <p>SC with ET have been investigating the possibility of tending the Digital Hub as a complete package which would include design, build, specialist management and lease. The management company would be best placed to advise on building requirements, and this tender process ensures they are involved from the detailed design stage.</p> <p>AD – Action needs to be taken regarding grow on space.</p>	
5	<p>Project Updates</p> <p>Update on Branding:</p> <p>ACE – JW – going well. Working to handle cost pressures. Spend may be pushed backwards as awaiting orders.</p>	
6	<p>Levelling Up Fund and Shared Prosperity Fund</p> <p>Putting together final drafts to be circulated to the Board to be reviewed and secure sign-off. Internal sign-off to follow. Asking for letters of support including from MP's to be included in bid.</p>	
7	<p>Any Other Business</p> <p>AD – Princes Business in the Community is running place visit on 28 June.</p>	

Next meetings

- Monday 25 July – 10am
- Monday 26 September – 10am
- Monday 31 October – 2pm