

## NORWICH TOWNS DEAL BOARD

MONDAY 30 January, 2.00PM

Via MS Teams

### Attendees:

Andrew Dernie (CHAIR) (AD) – Aviva	Ellie Hardy (EH) – Norwich City Council
Graham Nelson (GN) – Norwich City Council	Stefan Gurney (SG) – Norwich BID
Sarah Collins (SC) – Norwich City Council	Craig Baldwin (CB) – NCS
Ellen Tilney (ET) – Norwich City Council	Oliver Chinn (OC) – Purcell
Chris Starkie (CSt) – New Anglia LEP	Clare Hubery (CH) – Norwich City Council
Cllr Alan Waters (AW) – Norwich City Council	Julie Schofield (JS) – UEA
Tim Bishop (TB) – The Forum	Clint Kent (CK) – DWP
Phil Courtier (PC) – South Norfolk and Broadland	Jenni Pope (JP) – DWP
Sarah Steed (SS) – NUA	Gill Mason (GM) – DWP
	Chris Sargisson (CSa) – Norfolk Chamber of Commerce

### Apologies:

Clive Lewis MP	Juliana Meyer – Supapass
Stephen Evans – Norwich City Council District Councils	Cllr Mike Stonard – Norwich City Council
Roisin Buckley – Office of Chloe Smith MP	Vince Muspratt – Norfolk County Council
Shan Lloyd – BEIS	Kris Jones - Techvelcity
George Denton – South Norfolk & Broadland Council	Jerry White – CCN
Chloe Smith MP	
Julia Nix – Jobcentre Plus	

Ref	Item	ACTION
1	<b>Welcome, Actions, Apologies, Minutes</b>  The 28 November 2022 Board minutes were approved, and December update acknowledged.	
2	<b>The Halls Presentation</b>  CH, CB and OC gave a presentation on the current concept design and RIBA Stage 1 for The Halls.  Following the presentation, the Board asked questions regarding the project.  It was enquired what difference the low, medium and high priority options for the Halls made to the budget. It was explained, the	

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	<p>budget on the Highlight Report is an initial budget, this cost included everything we would want ideally, not the absolute minimum scheme requirements.</p> <p>Once we have established everything that allows the project to be successful, we will then select items from the priority list to include that are within the budget. There is also a possible option to vire funding within town deal projects if required. We are currently at RIBA Stage 1 where we are looking at all the options.</p> <p>TB shared concern regarding the impact of competition in the commercial sector, and concern from other cultural organisations about the Hall's future use. AW stated he has been exploring this with the sector, and this needs to be considered however the town deal project expands opportunity in the sector.</p> <p>It was enquired if research had been done previously to mitigate challenge of competition and if the decision to work on the Halls considered alongside other sites. AW stated the Halls has been considered as a site to be improved for some considerable time, and what can be done in the multi-functioning building has been discussed.</p> <p>SS stated questions regarding complementarity is difficult to answer as partially dependent on if there is subsidy for the Halls moving forward. If it supports early stage artists there will be complementarity but this comes with a cost. SS also requested a copy of the RIBA Stage 1 report as a neighbour to the Halls. EH to issue.</p>	EH
3	<p><b>Town Deal Projects, predicted completion dates</b></p> <p>SC gave an overview of Norwich's Towns' Fund projects and their predicted completion dates. An attachment was provided.</p> <p><b>ACE</b> – completed and to be officially opened on 24 February 2023.</p> <p><b>Branding</b> – completed October 2022.</p> <p><b>ENMP</b> – completed June 2022.</p> <p><b>The Halls</b> – due for completion June 2024.</p> <p><b>Carrow House</b> – there has been a small delay meaning completion will be 10 February 2023.</p> <p><b>Public Realm</b> – Hay Hill due for completion Spring 2024.</p>	

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	<p><b>Revolving Fund</b> – on schedule for March 2024.</p> <p><b>DigiTech Factory</b> – completed September 2021.</p> <p><b>The Digital Hub</b> – on schedule for March 2024. What contractor or operator on top of what is included in the tender may extend the end date.</p>	
4	<p><b>Project Updates</b></p> <p><u>Carrow House</u></p> <p>Going well. We are still in the process of completing Old Carrow House. There has been a delay to handover due to part of the drainage collapsing requiring a survey and for work to be done.</p> <p><u>Revolving Fund</u></p> <p>This has been successful as proceeding with a CPO has been causing developers to work on sites. This results in CPO action stopping.</p> <p><u>Digital Hub</u></p> <p>Going well. The site is going out to tender at the beginning of March. Team has worked hard to put a complicated tender package together. Hoping this will go out to tender at the end of February/beginning of March. After this we will evaluate proposals and the management proposals.</p> <p>We will ask CSa to be part of the evaluation.</p> <p>SC to propose a virement of £400k from the Public Realm project due to changing costs.</p> <p><u>Public Realm</u></p> <p>Project has been delayed until April as the planning application to relocate the sculptures to Elm Hill received an objection, which has meant that the team have amended the application to allow for removal of the sculpture from Hay Hill into temporary storage until a suitable location can be found. This means it is going to planning committee on 8 March.</p> <p>Tarmac have had a delay on a previous project. There is an agreement with Norfolk County Council to allow hoarding to stay up over the Christmas period, stop works and recommence after Christmas.</p>	

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	<p>TB expressed concern regarding the impact on the city centre events due to the delay. SC stated there will be a monthly update with stakeholders and keeping the council events team up-to-date.</p> <p><u>ACE</u></p> <p>Going well. Still waiting on some kit but most of the cars have been received.</p> <p><u>Branding</u></p> <p>SG provided statistics on the use of the WiN website showcasing its success-</p> <ul style="list-style-type: none"> <li>• WiN is currently the number one organic listing for 'Work In Norwich' on Google;</li> <li>• Google search campaign click-through rate is 7.08% above the benchmark for travel campaigns;</li> <li>• Google display network generated 18,000 clicks to the website in the week commencing 23 January;</li> <li>• Facebook and Instagram campaigns are at 3.46% against the bench mark travel campaigns at 0.9%;</li> <li>• All creatives are above benchmark.</li> </ul> <p>The top performing pages are the landing page; the sectors; and the creative, digital and tech page.</p>	
5	<p><b>Update on LUF</b></p> <p>Board agreed the bid was good and we learned a lot. We are still waiting on feedback.</p> <p>There will be another opportunity to make a LUF bid. At this time, we are unsure when this may be.</p>	
6	<p><b>AOB</b></p> <p>A new Project Manager has been appointed. They will start on 27 February.</p>	

### Next Meetings

Monday 27 February – 10am

Monday 27 March – 2pm

Monday 24 April – 10am