

NORWICH TOWNS DEAL BOARD

MONDAY 30 OCTOBER, 10.00AM

Via MS Teams

Attendees:

Chris Sargisson (CSa) (VICE-CHAIR) –
Norfolk Chamber

Graham Nelson (GN) – Norwich City
Council

Sarah Collins (SC) – Norwich City Council

Ellen Tilney (ET) – Norwich City Council

Cllr Mike Stonard (MS) – Norwich City
Council

Ellie Hardy (EH) – Norwich City Council

Michael Pedder (MP) – DLUHC

Christie Waddington (CW) – DWP

Chris Starkie (CSt) – Norfolk County
Council

Julie Schofield (JS) – UEA

Chris Dashper (CD) – New Anglia LEP

Sarah Steed (SS) – Norwich University
of the Arts

Apologies:

Clive Lewis MP

Andrew Dernie – Aviva

Julia Nix – Jobcentre Plus

Juliana Meyer – Supapass

Gill Mason – DWP

Phil Courtier – South Norfolk and Broadland

Jerry White – CCN

Chloe Smith MP

Kris Jones – Tech Velocity

George Denton – South Norfolk &
Broadland Council

Stefan Gurney – Norwich BID

Rosanne Wijnberg – New Anglia

Ref	Item	ACTION
1	Welcome, Actions, Apologies, Minutes The 25 September 2023 Board minutes were approved, and actions covered.	
2	Town Deal Projects, predicted completion dates SC gave an overview of the Norwich Towns' Fund projects and their predicted completion dates. An attachment was provided. ACE – completed and was officially opened on 24 February 2023. Branding – completed October 2022. ENMP – completed June 2022.	

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	<p>The Halls – due for completion March/April 2025</p> <p>Carrow House – handover meeting completed 17 February 2023 and practical completion 24 February 2023.</p> <p>Public Realm – Hay Hill due for completion Spring 2024.</p> <p>Revolving Fund – on schedule for March 2025.</p> <p>DigiTech Factory – completed September 2021.</p> <p>The Digital Hub – due for completion December 2024.</p>	
3	<p>Project Updates</p> <p><u>Digital Hub</u></p> <p>Following an extensive evaluations process, and in consultation with CSa, NCC have agreed to award the contract to IWG plc. The tenderer has not yet been notified that they are successful. The NCC Project team received authorisation to award from GN in consultation with MS, and IWG will be informed later today after this Board meeting. We were impressed with the tender and their communication. SC noted the other tenderer, Oxford Innovation, were also excellent.</p> <p>The tender was complex, and SC praised the team’s efforts who worked hard to ensure that areas that were non-compliant in each tender, were discussed at length with tenderers to ensure, where possible, the issues were resolved through the evaluation process. However, Oxford Innovation were unable to resolve an issue regarding the lease payment, which ultimately resulted in their submission being non-compliant. Oxford Innovation were only able to offer a profit share income, which we could not accept.</p> <p>For completeness, both tenders were evaluated and IWG’s submission also resulted in a higher score for quality and cost.</p> <p>GN asked that the name of the successful bidder is held in confidence until the notifications have been released.</p> <p>The next step is to get the signed decision to award from GN then we publish the Officer’s decision. A 10-day standstill is then required where we cannot speak with IWG.</p>	

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	<p>CSa congratulated and thanked SC and the team for working on the tender which is positive for Norwich. MS echoed CSa's statement stating it is an important milestone.</p> <p>There have also been brief conversations during the evaluation process with IWG, who would like discuss further co-working provision for medium sized businesses, after they have established the Digital Hub.</p> <p>ET explained there are three elements to what is being developed. The first is the construction and re-design of the building, this will be managed by the council and Oxbury, and funded by the Town Deal Funding. There is also the commercial element, which ensures the income received from the successful tenderer covers the ongoing building maintenance costs of the external fabric of the building. A possible profit share income could enable NCC putting forward money into a regeneration project. The third element is the forward operation of the building as a Digital Hub and the services delivered in the building, and how we drive the digital sector in the city. It is important to engage the wider digital community ensuring the Digital Hub is as successful as it can be. We will set up a Management Board to work with IWG when the building opens, meaning there is important work for Towns Deal Board beyond the completion of the building works.</p> <p>CSa discussed revitalising previous discussions with the tech community around their thoughts for what the building can be, and it is important to build the anticipation.</p> <p><u>Revolving Fund</u></p> <p>SC stated we have completed a purchase at Windmill Road which we are turning round to re-sell. We are working with NPLaw to ensure the agreement of sale guarantees it will not stalled again. The team are trying to cover all aspects. A paper was sent to cabinet and approved in October explaining how we were going to go through the resale process. The site will be advertised on the NCC website and Rightmove from November.</p> <p>Work has started on the phase 2 sites. Avison Young are putting together information on four sites to ensure they are appropriate to move forward with.</p> <p>The option to CPO with the remaining phase 1 sites still remains. Two sites are currently in planning and are awaiting on the planning decision. One site has been sold as the original developer went into administration. The new owner and their</p>	

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	<p>solicitors have been contacted to make them aware of the CPO, and the milestones that are in place for them to meet, they informed the NCC team that a planning application will be submitted.</p> <p><u>Public Realm</u></p> <p>This is going well and is currently still on programme. There has been a supply issue with shipment of stone steps from the EU, but the team is in close contact with the supplier. Tarmac have stated this will not have a major impact and they are re-shuffling their work. This means we have remained on programme.</p> <p>We are in the process of submitting a planning application for the new kiosk. This should be done in the next week.</p> <p>We are aware of the importance of Christmas period for shops in the area of Hay Hill, and speak with them regularly. Over the Christmas period the plan is to pull back the fencing to open up the area adjacent to the shops and to ensure the walkway is kept as wide as possible. The Tunnel of Light will not be put up this year as an alternative location could not be found.</p> <p><u>The Halls</u></p> <p>There has been a lot of activity. The tender documentation is coming together, and the tender is programmed to be issued on 10 November 2023. This will be done via a framework, to ensure additional security and further checks. The contractors who responded to the Expression of Interest have been notified and will signed up to the framework.</p> <p>It is hoped the tenders will be returned by mid-January 2024 allowing for a 7-week tender programme. This is a standard JCT contract with a contractor design element for M&E.</p> <p>Surveys, including intrusive surveys, have been completed to reduce the risk of unknown issues, however due to the nature of building we expect something may still be found, therefore, a healthy contingency is in place to help deal with any issues.</p> <p>The Halls will close on 1 January 2024. The facilities team will remain for two months to clear the building, and it is expected that the contractor will take possession of on the site in March 2024.</p> <p>CSa asked about the plan to communicate the closure of the site. SC explained that Clare Hubery has been in contact with the users of the Halls over the past year ensuring they are fully</p>	

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	<p>aware of the closure and the time period it is due to be closed, this has enabled users to forward plan and find alternative venues for events. A comms plan is being to communicate to stakeholders and the public what is happening during the project. Imagery and information will be created to put on the hoarding.</p> <p>We are also putting together plans to communicated the renewing of SAH roof. The new roof finish is still to be copper, however it will be a completely different colour to the existing roof until the copper has had time to weather and age. Pictures showing the aging of copper will be created for the hoarding and for the website, explaining that copper changes from the vibrant copper colour, through to green with age.</p> <p>MS enquired when the new roof will be installed. SC explained we will have to wait for the programme from the successful tenderer, but it is expected to be mid-programme. The old roof will be removed and a protective scaffolding roof will be put on top meaning it may not be revealed to the public for 6-8 months after work has started. A zinc roof was also considered but this was not practical as the rainwater goods surrounding the roof are copper, and zinc corrodes copper.</p> <p>CW asked if the roof has always been copper, and if not what it may have been prior to this. The answer is unclear, but SC will look at the Heritage Statement to find out. Historic England have not referred to any other roof finish other than copper. ET stated if we find this information it may be worth adding this to the material about the aging of copper.</p> <p>SC explained the team had met with Jeremy and Richard of Norwich University to discuss the project. SC highlighted that the contractors will be informed that the disabled access must not be interrupted during the build works and that the University term times are being included in the ITT. The project team will ensure disruption is avoided as much as possible. SC recorded her thanks to the Norwich University for their help.</p> <p><u>ENMP and Carrow House</u></p> <p>GN reported this project is moving forward with a successful outcome in the Greater Norwich Local Plan (GNLP). This means the Master Plan, funded earlier, had succeeded. This is all subject to further consultation going forward.</p> <p>The next steps are that NCC will prepare a Supplementary Planning Document (SDP) after formal adoption of the GNLP expected next year.</p>	<p>SC</p> <p>SC</p>

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	<p>Preparation for implementation is continuing with discharge of Conditions on the Deal Ground and progress on the planning application.</p> <p><u>DigiTech and Ace</u></p> <p>Jerry White provided an update via email to SC. The projects have made a significant contribution to a strong recruitment period for the College for young people's programmes.</p> <p>In September Amanda Speilman, Ofsted Chief Inspector visited and was impressed by ACE. To supplement the equipment already in there they are working with a Snetterton based company and have a prototype electric racing car in ACE.</p> <p>ET added it is positive most of the local engineering firms have students in the classroom meaning has made a difference to the business community.</p> <p><u>Branding</u></p> <p>SG has not provided an update and SC is not aware of any particular issues with the project. A Branding update will be provided at the next meeting.</p>	SG
4	<p>Update on funding streams into the city</p> <p>The Autumn Statement will be in three works and so an announcement is expected on LUF round 3. It has not been decided if it will be a bid process or allocative. It is expected to be the latter due to the time left in this Parliament. The advice is to look at previous bids and establish if they are still viable and what may need to change. Due to inflation pressures and the economic climate changes a tolerance for cost changes is expected.</p> <p>Through DLUHC there is a three month Levelling Up media campaign and this has used the ACE and DigiTech projects. MP thanked City College for this and it is hoped the media campaign will bring more awareness to the projects.</p> <p>Members of the DLUHC Funding and Assurance teams have been put in contact with ET as they are hoping to use the ACE Centre as a case study of a successfully delivered project, looking at what went well and what could have been improved. This will inform other areas how they can deliver their projects.</p> <p>ET added that the original Levelling Up bids have been reviewed, looking at how they may be delivered or if they are deliverable</p>	

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	<p>should funding become available. ET will speak with Norwich University of the Arts (via Sarah Steed) and also with County Council colleagues to look at what remains that could be delivered depending on timeframes and funding available.</p> <p>SS referred to the Bank Plain building at Norwich University of the Arts explaining it is being delivered in phases. The community facing part of the project is in the further phases of the project and so is a possibility for a LUF bid. However, it was noted that this may be difficult as the project has now begun. SS also noted the Immersive Visualisation Lab which will move into a location closer to the city centre as another opportunity.</p> <p>SC followed up that the Immersive Experience ties in with the cultural side of the Halls and digital side of the Digital Hub and will benefit the city. SC highlighted that if the end date – March 2025 – remains the same this may be a struggle for some projects and would need to be considered.</p>	
6	<p>AOB</p> <p>SC explained that we do not normally hold the December meeting and an update is circulated via email instead. SC asked Board members if they were happy to cancel the meeting on the 18 December 23. This was agreed by the Board.</p>	

Next Meetings

Monday 29 January – 2pm

Monday 26 February – 10am