




We are Colchester

WE ARE COLCHESTER BOARD MEETING

19 August 2021 – 4pm
Microsoft Teams





AGENDA

- 1. Chairman's Welcome, Apologies & Declarations of Interest – Simon Blaxill (5 mins)**
- 2. MHCLG Update – Iain McNab (BEIS) (5 mins)**
- 3. Progress Report – Simon Thorp & Matthew Brown (10 mins)**
- 4. Levelling Up Fund – Adrian Pritchard (5 mins)**
- 5. Engagement Update – Clare Ratcliffe (10 mins)**
- 6. Decisions, Closing remarks & future meetings – Simon Blaxill (5 mins)**



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1. CHAIRMAN'S WELCOME

Simon Blaxill
Chair



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2. MHCLG UPDATE

Iain McNab
BEIS



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3. PROGRESS REPORT




Simon Thorp
Programme Manager

Matthew Brown
**Economic Development Projects
Manager**



- **Programme Report circulated in advance**
- **Risks and Mitigations**
- **Standard track and fast track projects**
- **All Team Launch Event – 13 July**
- **Recruitment – Heart of Greenstead & Transformed Youth Facilities**
- **Getting involved – Board members and networks**
- **Business Case Assurance – scope of roles**
- **Project Sponsors and Owners**

PROGRAMME OVERVIEW

KEY  Independent assurance/approval
 Business case complete
 Summary documents submitted

Project	RAG		July-Sept			Oct-Dec			Jan-March			April-June		
	Last month	This month			Draft complete									
Fast track only - Essex County Hospital, Holy Trinity Church, Jumbo, Digital Working Hub, 5G														
Project 1: Town Centre & Gateways														
Project 2: Heart of Greenstead														
Project 3: Transformed Youth Facilities														
Project 4: Digital connectivity														
Project 5: Physical connectivity														
Summary documents to MHCLG														
Engagement Plan														
Monitoring outcomes														

Top programme risks	RAG	Mitigations	
Vineyard Gateway - consultation		Consult Historic England and supply evidence in writing. Update deliverables.	CBC - Mandy Jones, Matthew Brown
Essex County Hospital - public benefit		Provide specific evidence of public benefit including outputs and outcomes.	ECC - Steve Evison, Robert Willis
Jumbo - ownership		Confirm transfer from private ownership in writing.	CBC / Buildings Trust - Mandy Jones, Matthew Brown David
Transformed Youth Facilities - consultation and outcomes		Final clarity regarding Youth Zone and Town Deal required, Consultation plan for engaging young people must be provided. Outputs and outcomes to be carefully reviewed and met. Identified ECC lead required.	CBC / ECC - Lucie Breadman, Steve Evison, Essex Youth Service

Milestones	
Achieved since last Board	Upcoming milestones
Project confirmations submitted. Governance and Operational Structure confirmed with Sponsors and Owners.	Commence Business Cases, Define scope of projects and PIDs, feasibility work to meet conditions.

Budget		
Actual spend	Budget	Forecast outturn
£0	£18,200,000	£18,200,000
Overall programme rating		

Accountable Body - Operational Management

TOWN DEAL PROGRAMME

Sponsor – Adrian Pritchard

Owner – Lindsay Barker

PA support – Yvonne Towndrow

PROGRAMME OFFICE Programme Manager – Simon Thorp

Programme Engagement Officer – Clare Ratcliffe

PA Support – Tori Hanley (Programme & Projects) & Yvonne Towndrow (Town Deal Board)

UMBRELLA THEMES – CBC LEADS - 5 umbrella themes encompassing 16 capital projects

Note: Additional Project Management resources budgeted for from June 2021-March 2026 or sooner)

Youth Facilities

Sponsor -

Pam Donnelly

Owner –

Lucie Breadman

PA support - Jessica
Philp

Town Centre

Sponsor –

Lindsay Barker

Owner –

Mandy Jones

PA support – Yvonne
Towndrow

Heart of Greenstead

Sponsor –

Dan Gascoyne

Owner –

Rory Doyle

PA support – Louise
Coe

Digital Connectivity

Sponsor –

Lindsay Barker

Owner –

Leonie Rathbone

PA support – Marie
Smith

Physical Connectivity

Sponsor –

Lindsay Barker

Owner –

Mandy Jones

PA support – Yvonne
Towndrow

Essex County Council-led projects - Jumbo (Buildings Trust), Transformed Youth Facilities, Essex County Hospital, Liveable Neighbourhood and Big Bikes, walking cycling route (Town Centre – University) & Wilson Marriage Digital Skills Hub.

OPERATIONAL PROGRAMME BOARD

Membership (proposed)

Adrian Pritchard – Programme Sponsor

Lindsay Barker – Programme Owner & Sponsor – Town Centre, Physical Connectivity, Digital Connectivity

Dan Gascoyne – Sponsor – Heart of Greenstead

Pam Donnelly – Sponsor – Transformed Youth Facilities

Steve Evison – Director Sustainable Growth, Essex County Council

Louise Denyer / Amie Hall – Essex County Council

Mandy Jones – Assistant Director – Place and Client Services

Paul Cook – Section 151 Officer

Matthew Brown – Economic Development Projects Manager

Simon Thorp – Programme Manager – Town Deal

Clare Ratcliffe – Engagement Officer – Town Deal

Project viability and project mobilisation

- **Project/umbrella kick-off meetings and boards held or imminent**
- **Seeking partner funding agency/developer engagement (Greenstead)**
- **5% 'up front' payment from MHCLG for project feasibility funding: immediate funding releases being made to projects**
- **This will enable viability-phase work to inform business cases, and is now underway**
- **Note: upto 18-weeks required for feasibility work and upto 4 weeks for business case where engaging Architect, QS, formal consultees**
- **Proportional approach to business cases.**



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4. LEVELLING UP FUND

Adrian Pritchard
Chief Executive
Colchester Borough Council



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5. ENGAGEMENT UPDATE

Clare Ratcliffe
Engagement Officer





- **Engagement event 31st July – postponed**
- **'Plan B' - Signals/ young people project**
- **Ward Cllrs – presentations/ meetings**
- **Short film – part 2 of the We Are Colchester story**
- **Engagement Strategy**
- **Webinar with One Colchester (September)**
- **Engaging with other stakeholders**
- **Public realm boards**





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6. DECISIONS, CLOSING REMARKS & FUTURE MEETINGS

Simon Blaxill





- **Note Progress Report**
- **Note Internal Business Case assurance update**
- **Suggest Board members and others to support project delivery teams**
- **Note Engagement Strategy**

To note:

- **Provisional 2021 Board meeting dates:**
 - **21 October**
 - **16 December**