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# WE ARE COLCHESTER BOARD MEETING

**21 October 2021 – 10am**  
**Microsoft Teams**



# AGENDA

- 1. Chairman's Welcome, Apologies & Declarations of Interest – Simon Blaxill (5 mins)**
- 2. Progress Report – Simon Thorp & Matthew Brown (10 mins)**
- 3. Partner Spotlight: Essex County Council – Cllr Tom Cunningham (5 mins)**
- 4. Business Case Assurance – Paul Cook (5 mins)**
- 5. Engagement Update – Clare Ratcliffe (5 mins)**
- 6. Check and Challenge Discussion – All (15 mins)**
- 7. 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.PROGRESS REPORT

**Simon Thorp**  
**Programme Manager**

**Matthew Brown**  
**Economic Development Projects  
Manager**

## 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												
Project 1: Town Centre & Gateways								Draft complete			★			
Project 2: Heart of Greenstead								Draft complete			★			
Project 3: Transformed Youth Facilities								Draft complete			★			
Project 4: Digital connectivity								Draft complete			★			
Project 5: Physical connectivity								Draft complete			★			
Summary documents to MHCLG											●			
Engagement Plan														
Monitoring outcomes														

Top programme risks	RAG	Mitigations	
Vineyard Gateway.		Phased approach may be required.	LB / MJ
Walking and Cycling route (LCWIP4).		Confirm Town Centre-Greenstead-Uni route and funding (note project dependencies).	LB / MJ / IT
Townhouse Youth Club and other locations.		Engagement plan, strengthening non-Townhouse elements (e.g., Greenstead, Highwoods, Stanway)manage of Member expectations	PD / LB / GC
Programme wide – costs and permissions.		Develop alternative delivery options, finalise planning and legal positions.	Sponsors / Owners - All

Milestones	
Achieved since last Board	Upcoming milestones
Project initiation documents have been drafted for all projects, business case templates have been created for collaborative drafting between CBC and partners.	Draft business cases to be completed in November in readiness for initial review.

Budget		
Actual spend	Budget	Forecast outturn
£25,000 Jumbo, Holy Trinity Church	£18,200,000	£18,200,000
Overall programme rating		
<b>AMBER</b>		

## DELIVERY TIMELINE – 2021-25 (2025-26 NOT SHOWN – CLOSURE PREPARATION)

KEY:
 Delivery Phase
 Project completion
 Closure

Project	RAG		2021-22			2022-23			2023-24			2024-25		
	Last month	This month												
Project 1: Town Centre & Gateways			Vineyard Gateway, Essex County Hospital, Balkeme Phase 2, Jumbo, Holy Trinity Church, Holy Trinity Square, Kerbless and Green Streets											
Project 2: Heart of Greenstead								Tamarisk Way, Essex Pedal Power, Liveable N/hood						
Project 3: Transformed Youth Facilities						Transformed youth facilities, Town House								
Project 4: Digital connectivity			5G	Digital working hub/Queen St grow on Walking & Cycling (LCWIP4)	Wilson Marriage digital skills hub									
Project 5: Physical connectivity				Town Centre to Greenstead and University										
Engagement Plan														
Monitoring outcomes														



- **Programme Report (circulated in advance)**  
**Summary Overview:**
  - **Heart of Greenstead (Matthew Brown)**
  - **Transformed Youth Facilities (Simon Thorp)**
  - **Digital Connectivity (Matthew Brown)**
  - **Physical Connectivity (Simon Thorp)**
  - **Town Centre & Gateways (Matthew Brown)**
- **Issues, Risks and Mitigations**
- **Project dependencies**
- **Recruitment – Heart of Greenstead & Transformed Youth Facilities Project Manager**



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# Focus on Town Centre Public Realm schemes

## 1) Kerbless Streets



**Reference point: Short Wyre St looking west**







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## 2) Holy Trinity Square



**Design reference: St Nicholas Square**







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# 3.PARTNER SPOTLIGHT

**Cllr Tom Cunningham**  
**Essex County Council**



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# 4. BUSINESS CASE ASSURANCE

**Paul Cook**  
**Head of Finance / Section 151 Officer**  
**Colchester Borough Council**



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# 5.ENGAGEMENT UPDATE

**Clare Ratcliffe**  
**Engagement Officer**





# Tactical Engagement Plan - update

Date	Activity	Summary	Audience	Objective	Resources	Benefit A = Awareness DR = Direct response	Progress
9/21	Plan 'B' film	Interview film made by Signals	All	Alternative info method in light of postponed 31/7 event	Katie Skingle Simon Blaxill Members of YEA	A/ DR	Ready to be launched
8/21 then regularly	Webinar - Cllrs	Updates	Cllrs	Engage Cllrs	N/A	A	Held on 5/10
8/21 then regularly	Ward Cllrs meetings	Keep ward cllrs up to date	Certain Cllrs	Cllr Engagement	N/A	A / DR	Monthly meeting being set up with TY/ JY Castle Cllrs invited to Board site visit
8/21 & 3/22	Short films	Parts 2 & 3 continuing the story	All	Marketing	Blank Space	A	2 <sup>nd</sup> film being shown to stakeholders, on CBC website and ECC Youtube channel
9/21	Project visits	Physical site visits	Board members & Castle Cllrs	Greater understanding of projects	Project staff	A	Town Centre 11/10 and 8/11
19/8 21/10 16/12	One Colchester Board	Regular updates	stakeholders	Dissemination network	N/A	DR	Webinar 16/9
Ongoing	One Colchester Delivery Board	Insight and advice		Consultation/ co-design/ feedback		A / DR	Booked for ???
10/21 then ongoing	SAINT gp	Greenstead community	stakeholders	Begin to build relationships	?	A/DR	TD focussed meeting 18/10
9/21 then ongoing	Informal Youth Network	Transforming Youth Facilities	stakeholders	Relationship building	N/A	A	Attended session gave short PP and answered questions
11/21	Project visits	Give overview of 3 or 4 TC project sites	Civic Society	Relationship building	Project managers – Jumbo/ HT/ kerbless streets	A	Invitations to go out ASAP
22	Open days	Essex County Hospital, See the archaeological finds and plans for the site	Wider community	Awareness	Finds	A	Dates yet to be fixed



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An amazing history and a brighter future

## £19.2 million



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# 6.CHECK & CHALLENGE DISCUSSION





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# 7. DECISIONS, CLOSING REMARKS & FUTURE MEETINGS

**Simon Blaxill**







- **Note Progress Report**
- **Note Business Case Assurance update**

## **To note:**

- **Provisional Board meeting dates:**
  - **16 December 2021**
  - **17 February 2022**
  - **17 March 2022**
  - **26 May 2022**