

Newhaven Town Deal Board

Minutes of Board Meeting

Friday 12th February 2021

3.00 – 4.30pm via MS Teams

Attendees

- **Chair:** Chris Ketley (CK), Knill James LLP
- **Towns Coordinator for Newhaven:**
 - Rebecca Collings (RCol), Nichols Group
- **Lewes District Council:**
 - Cllr James MacCleary (JM), Leader of the Council
 - Rob Cottrill (RCot), Chief Executive
 - Peter Sharp (PSha), Head of Regeneration
- **East Sussex County Council:**
 - James Harris (JH), Assistant Director - Economy
- **Members of Houses of Parliament and Lords:**
 - Maria Caulfield MP (MC)
 - Baroness Janet Whitaker (JW)
- **Department of Business, Energy & Industrial Strategy:**
 - Nigel Stewardson (NS), Cities and Local Growth Unit
- **Local Enterprise Partnerships:**
 - Adam Bryan (AB), Chief Executive, SELEP
 - Graham Peters (GP), Chair, Team East Sussex (SELEP)
- **Newhaven Enterprise Zone:**
 - Corinne Day (CD), Programme Director
- **Community and Business Representatives:**
 - Dan Shelley (DShe), East Sussex College Group
 - Duncan Kerr (DK), Wave Leisure
 - Penny Shimmin (PS), Sussex Community Development Association
 - Dick Shone (DS), Boutique Modern
 - Chris Rasmussen (CR), Jasfic Ltd
 - Dave Collins-Williams (DCW), Newhaven Port & Properties
 - Patrick Warner (PW), Brighton & Hove Buses

Guest Speakers

- Eduardo Hernandez (EH), Sussex Innovation Centre

Secretariat (provided by Lewes District Council):

- Lisa Rawlinson (LR), Strategy & Partnerships Lead for Growth & Prosperity
- Guy McQueen (GM), Regeneration Project Manager

Apologies

- Cllr Zoe Nicholson, Lewes District Council
- Ian Fitzpatrick, Lewes District Council
- Cllr Graham Amy, Newhaven Town Council

- Susie Mullins, Newhaven Town Council
- Max Woodford, Greater Brighton Economic Board
- Trevor Beattie, South Downs National Park Authority
- Mike Shorer, Newhaven Chamber of Commerce
- Martin Harris, Brighton & Hove Buses
- Keith Hoare, NHS East Sussex Clinical Commissioning Group

Agenda item		Action
<p>1.0</p>	<p>Welcome, Introductions & Apologies</p> <p>CK welcomed all to the meeting. Our Town Investment Plan (TIP) was submitted for assessment on 29/01/21 as part of Cohort 3. Submission marks the end of the first stage of the Towns Fund process.</p> <p>CK reported on his attendance at a national Town Deal Board Chair’s Forum with approx. 40 chairs on the conference call. Many towns from earlier cohorts who submitted as early as July 2020 (Cohort 1) are still awaiting a decision with an expectation that this will be received by the end of April.</p> <p>Other towns also felt there was a lack of sufficient revenue funding available within the bids and there has been subsequent funding made available for this which PSha discussed as part of Agenda item 4.</p> <p>CK also highlighted the fact that the composition of the Board, in terms of membership, may well change over the long period of Town Deal implementation although it was hoped members would be staying in place for the duration. Terms of Reference (ToR) may need to be amended at intervals and officers will report back once this is deemed necessary so revised ToR can be agreed with the Board.</p>	
<p>2.0</p>	<p>Minutes of Last Meeting</p> <p>The previous minutes were agreed.</p>	
<p>3.0</p>	<p>Sussex Innovation Centre</p> <ul style="list-style-type: none"> ● CK introduced guest speaker, Eduardo Hernandez (EH) from the Sussex Innovation Centre (SINC). 	

	<ul style="list-style-type: none"> • EH informed the Board of an emerging scale-up programme for East Sussex which could offer opportunities for businesses in Newhaven. The programme will seek to support ambitious, high growth businesses to help build resilience amongst businesses across East Sussex, enabling them to position themselves for long term sustainability and success. It is expected to take the form of SINC-supported peer to peer workshops, masterclasses and one to one mentoring. The programme will have three cohorts and Board members were encouraged to contact SINC with details of any suitable businesses which may wish to be involved. ➤ JH suggested there might be particular use in contacting Newhaven businesses who have been working with ESCC to secure economic intervention and capital funding. ➤ CK asked EH if he might be able to supply some further information in written format for Board circulation. 	<p>Action: Board to provide business contacts to SINC or PSha who will act as an intermediary</p> <p>Action: EH to share further details to PSha for circulation</p>
<p>4.0</p>	<p>Towns Fund Timescales</p> <ul style="list-style-type: none"> • PSha provided some clarity over the discussions being had to obtain further revenue funding. All 101 towns have been offered the opportunity to submit a bid for additional capacity funding within a short timeframe (deadline - 17th February). We are asking for additional financial resource in order to develop robust business cases in preparation for Stage two of the Towns Fund process. This would allow all projects to be 'shovel-ready' for the Towns Fund or any other future sources of funding. A short bid based on the template provided by government has been drafted and will be submitted promptly. ➤ NS had been involved in talks with colleagues earlier in the day and the view being taken was that bids must be for essential work to ensure programmes are deliverable - emphasis on the word essential. CK & PSha acknowledged this additional information and agreed that further work will be carried out before submission. • The Board agreed that a bid for additional revenue funding should be made as suggested. • NS provided a brief summary of the timescales being worked to for Towns Fund bids. MHCLG are aiming to assess submitted TIPs within seven weeks although the 	

	<p>central team responsible for assessment are spread thinly. Newhaven's TIP has started to be assessed. The aim is to complete assessment by 22/03/21. NS will keep PSha updated regularly.</p>	
<p>5.0</p>	<p>Newhaven Project Updates</p> <p>Railway Quay - PSha provided a progress update on the Accelerated Towns Fund Project being carried out at Railway Quay:</p> <ul style="list-style-type: none"> ○ Planning consent was received 17/12/20 for up to 10 temporary shipping containers in order to future-proof the scheme, as the success of a lower number of containers could then lead to further units being added to the site. ○ One outstanding pre-commencement planning condition relating to the boundary fencing needs to be satisfied and discharged before work starts. ○ Features of note include raised decking with outside seating. A unit is being provided for local rowing clubs to store equipment and there is an Active Travel and Welcome Hub. There will also be considerable planting on the site. ○ Despite detailed surveys, the site/ground conditions have been much worse than expected. As such, the need to undertake major ground remediations has caused both delay and additional spend. Water and electrical services have also needed to be provided including the installation of a septic tank. Additional funding has been secured from the Community Infrastructure Levy (CIL) to support delivery. ○ There is still a need to secure funding from external sources for parts of the Active Travel and Welcome Hub including bicycles for hire. LDC are working with PS and colleagues from SCDA to look at ways to source funding for this element of the scheme. ○ LDC are also working closely with the rowing clubs and there is a desire to secure funding in the future to increase storage capacity as well as a clubhouse and community facilities over the next five years ideally. ○ The intention is to set up a creative, wider user group for the site with relevant ToR and constitutional documents drawn up with LDC and Newhaven EZ helping with stewardship. The intention is to ensure this site develops as effectively as possible and cohesively with wider development including FHSF and Towns Fund interventions. 	

	<ul style="list-style-type: none"> ○ Work is due to start on site once the outstanding pre-commencement condition has been discharged. Restrictions in place owing to COVID-19 may mean the site is not fully operational but the café facilities will be prioritised. In terms of formal opening, there is also a need to consider the purdah period which will be in effect from 29/03/21 in the run up to the scheduled county council elections in May. ➤ JW sought to ensure that any planting design and installation was of an exceptional standard as this could really add to the character and aesthetics of the site. Much of the planting which has been provided in Newhaven to date is seen to be of a low standard and this would hopefully improve on previous interventions. JW pointed to recent planting which has been provided in the London borough of Lambeth as a good example. PSha will speak to NA regarding this matter and relay to JW. ➤ JW also wondered why electrical and water supply could not be sourced given the Railway Club and UTC evidently have existing provision. PSha confirmed that the Railway Club has no mains sewage and it would be too costly to provide service spurs from the UTC. ➤ JM emphasised the difficulties which have presented themselves on site. Also, the fact that the project is being co-funded, so any additional costs are needing to be carefully discussed. JM also mentioned the planned opening of The Range store, which is scheduled to occur at a similar time. It is hoped that footfall at The Range could be of benefit to Railway Quay as the sites are relatively close to each other. ➤ GP expressed some concern over the long-term ambitions for what is currently a 'meanwhile use' e.g. the inclusion of the gig rowing club storage facilities. Given this is a Newhaven Enterprise Zone site in a key area of the town, would such uses be the most suitable long-term use of the site? PSha acknowledged GP's points and looked to assure all that long-term use of the site is being carefully considered to ensure the best use is made of it and that it meets the objectives of the EZ. ➤ CD added to discussion by explaining that the EZ is exploring site phasing with meanwhile use (Phase 1), re-opening of the former UTC building (Phase 2), and finally the long term and wider development of Railway Quay 	<p>PSha to provide JW with further details of planned planting</p>
--	--	---

(Phase 3). This includes design principles and the nodal position within the town and how it connects to other key areas. An economic appraisal is being carried out based on current and projected demand particularly linked to creative and marine sectors. In response to GP's comments, this will also help to assess both land value and the potential rateable value which could be achieved and should help fund further regeneration of the town. Such exploratory work into the feasibility and long-term future of Railway Quay is ongoing and being led and funded by EZ.

- MC highlighted the scale and impact of the rowing clubs and related activities which is established in Newhaven. Most directly, it would be expected to provide considerable footfall to Railway Quay and help support additional uses.
- PS echoed MC's comments and pointed to the impact of the more community-focused aspects of the scheme as a holistic and complementary aspect of Railway Quay and the town's wider development.
- DS asked whether access to the water from Railway Quay was currently in place. PSha confirmed that this was not currently the case, but that work was ongoing to address this and find viable solutions.
- DS also asked what the cost of groundworks has been for the project. PSha confirmed that the laying of a concrete membrane and water and electricity provision has consumed roughly £200k of funding so far. The initial £500k which was secured has been bolstered by £350k of CIL funding.
- CK asked if there had been any ongoing discussion with the Railway Club, particularly to consider whether their licensed premises might augment the offer on site. PSha confirmed that initial discussions took place last year, but further will be undertaken prior to launch.

Future High Street Fund (FHSF) – PSha provided an update on LDC's revised FHSF bid which was required to address the shortfall after receiving a reduced funding award:

- As part of our previous Board meeting (08/01/21), members had been provided with an update on LDC's FHSF

	<p>bid following the government’s announcement that Newhaven had been successful but were offered a reduced funding award.</p> <ul style="list-style-type: none"> ○ LDC’s preferred option for a revised bid is due to be submitted for government consideration by the end of February. ○ In order to meet the shortfall of £2.2m, LDC considered three options: <ul style="list-style-type: none"> 1. Removing / reducing elements of the bid to deliver a smaller scheme. 2. Secure additional LDC co-funding / value engineer (VE) to meet shortfall. 3. Borrow against future EZ rates income to meet shortfall. ○ After careful consideration of strategic fit, impact on FHSF business case, and additional cost to LDC – council members have agreed to pursue option 2. ○ The Board were shown a tabled summary of savings, additional funding sources and details of the elements being revised as part of the VE. ○ LDC are now proposing to provide co-funding towards the Urban Living Room or Creative Hub instead of the Acquisition Fund and have increased co-funding by LDC £508k, part of the Wayfinding & Access budget has been transferred into the Town Deal, VE has also been carried out for the Creative Hub and Urban Living Room which has provided a further reduction totalling £586k. The Newhaven Enterprise Zone have also pledged to provide £125k to cover the delivery of an events programme to help animate the town centre and drive footfall. <p>Next steps:</p> <ul style="list-style-type: none"> ○ Submit updated business case and related clarifications to government. ○ FHSF funding decision confirmed by end of March. ○ All FHSF funding must be spent by March 2024. <ul style="list-style-type: none"> ➤ CK thanked LDC officers for their work in amending the FHSF bid and extended sincere thanks to both LDC members and the EZ for agreeing to provide additional co-funding. ➤ NS commended PSha and his team for managing to meet the shortfall. This has not been achieved by all towns who were offered reduced funding. 	
6.0	Newhaven Port Update	

	<ul style="list-style-type: none"> • DCW confirmed receipt of a £6.2m grant funding agreement for new border facilities from the Port Infrastructure Fund which has been signed and returned to the Department for Transport. ○ Initial work has already been completed within the freight sheds to improve facilities for Border Force. This provides extra inspection capability, holding areas, interview rooms and offices. Additional structural building improvements will take place, as will some of the statutory security facilities. ○ The funding also covers the Port Access Road but only the northern link as work required for the southern link was removed from the TIP. Work will commence in the next few weeks. ○ Improved freight driver facilities are being provided in the form of showers and toilets – limited by funding award. ○ A considerable amount of the funding will be used for the border control post itself with structural works, storage, water supply, sewage etc. This work specifically will take a minimum of four months. Meeting the deadline of 1st July for full operation will be difficult but the Port is endeavouring to meet it. 	
7.0	<p>Date of Next Meeting</p> <p>Board agreed to schedule next meeting 26/03/2021 at 3.00pm.</p>	
8.0	<p>Any Other Business</p> <ul style="list-style-type: none"> • LR shared details of The Rampion Fund which is being managed and administered by the Sussex Community Foundation. The fund supports organisations working for the benefit of the people of Sussex. Grants are between £1,000 and £10,000. The deadline for applications 26/03/21: https://sussexgiving.org.uk/give-to-your-community/our-funds/named-funds/rampion-fund/ • CD shared details of the next Newhaven Champions meeting which will be taking place on 24/2/21: https://newhavenenterprisezone.com/2021/02/08/our-third-newhaven-champions-meeting/ • CK thanked all for attending and contributing and brought the meeting to a close. 	