

Newhaven Town Deal Board

Minutes of Board Meeting

Friday 4th June 2021

3.00 – 4.00pm via MS Teams

Attendees

- **Chair:** Chris Ketley (CK), Knill James LLP
- **Towns Coordinator for Newhaven:**
 - Rebecca Collings (RCol), Nichols Group
- **Lewes District Council:**
 - Cllr Zoe Nicholson (ZN), Lewes District Council
 - Rob Cottrill (RCot), Chief Executive
 - Peter Sharp (PSha), Head of Regeneration
- **Newhaven Town Council:**
 - Cllr Graham Amy (GA), Mayor of Newhaven
 - Ken Dry (KD), Clerk
- **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:**
 - Graham Peters (GP), Chair, Team East Sussex (SELEP)
 - Jo Simmons (JS), SELEP
- **Community and Business Representatives:**
 - Penny Shimmin (PS), Sussex Community Development Association
 - Dick Shone (DS), Boutique Modern
 - Chris Rasmussen (CR), Jasfic Ltd
 - Martin Harris (MH), Brighton & Hove Buses
 - James Morton (JMo) NHS East Sussex CCG
 - Captain Dave Collins-Williams (DCW), Newhaven Port & Properties

Secretariat (provided by Lewes District Council):

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

Apologies

- Cllr James MacCleary, Lewes District Council
- Ian Fitzpatrick, Lewes District Council
- Susie Mullins, Newhaven Town Council
- James Harris, East Sussex County Council
- Adam Bryan, SELEP
- Corinne Day, Newhaven Enterprise Zone
- Dan Shelley, East Sussex College Group
- Duncan Kerr, Wave Leisure

- Max Woodford, Greater Brighton Economic Board
- Trevor Beattie, South Downs National Park Authority
- Mike Shorer, Newhaven Chamber of Commerce

Agenda item		Action
1.0	<p>Welcome, Introductions & Apologies</p> <ul style="list-style-type: none"> ● CK welcomed all to the meeting. ● CK had visited The Sidings at Railway Quay (accelerated project) with JM, MC and RC. All reported positively on progress on site (more information in Agenda Item 3). ● The main purpose of the meeting was to prepare the Board for the next stages of the Towns Fund, with an announcement likely to be received in the coming weeks. 	
2.0	<p>Minutes of Last Meeting</p> <p>The previous minutes were agreed.</p>	
3.0	<p>Railway Quay Update</p> <ul style="list-style-type: none"> ● PSha shared presentation slides and updated the Board on progress: <ul style="list-style-type: none"> ○ The café and bistro (also named ‘The Sidings’) is operational. ○ Murals are currently being painted on the buildings using graphic design work from the Newhaven Story, although wet weather has slightly delayed progress. ○ Lewes District Council (LDC) is seeking to agree terms with Newhaven Gig Rowing Club for use of one of the container units for their club house. ○ Discussions with other prospective operators are taking place and a process is being developed to fairly assess proposals for occupation. It will be important to consider how the ongoing work can continue alongside phased occupation and ensure that the site best serves the community and local economy. ○ Planning application LW/21/0237 for variation of the approved development will go to June planning committee. [Application approved 10/06/21]. Amendments include a change to the number and size of containers, but overall floorspace remains the same. ○ A formal launch party is being planned for mid-July, subject to COVID-19 restrictions. Invites will be sent to Board members in due course. 	

	<ul style="list-style-type: none"> ➤ CK was very pleased to see the site brought to life and congratulated the team and contractors for the achievement. ➤ GA noted that there had been some concern that the geodomes were being ruled out as they had been a popular aspect of the scheme. However, he and the Town Council were strongly supportive of the scheme and the creative use of limited funds. PSha explained that the geodomes were still being considered for the site and would preferably be in place by winter to increase use of the site in colder months but are dependant on funding. ➤ CK asked if signage was being developed to raise awareness of the site. PSha explained that some of the artwork currently being installed was positioned to aid visibility and that the wayfinding being planned for the town (via both the Future High Streets Fund and the Towns Fund) would incorporate The Sidings. There are also discussions taking place with the Port. ➤ GA also asked whether the information located at the Welcome Hub will be universally recognisable i.e. recognisable for foreign tourists. It was also hoped that the signage linked between the older and newer parts of the town. PSha noted GA’s comments and welcomed ongoing feedback on design while highlighting the decision to align with Newhaven Enterprise Zone branding. ➤ MH suggested there might be opportunities to utilise B&H buses to help signpost The Sidings. Discussion will take place. 	<p>MC and PSha to explore publicity on B&H buses.</p>
<p>4.0</p>	<p>Towns Fund Announcement and Next Steps</p> <ul style="list-style-type: none"> ● NS acknowledged the delay and assured the Board that Newhaven will receive a decision, but the announcements of Cohort 3 towns will be staggered. ● PSha shared Next Steps: <ul style="list-style-type: none"> ○ The Board were reminded of the seven Strategic Programmes comprising Newhaven’s Town Investment Plan (TIP). The total ask was £24.7m. ○ An offer is still awaited, in the form of draft Heads of Terms (HoT), which may be reduced and may also attach minor or major conditions to certain projects, or indeed exclude them altogether. This will be indicated using a green, amber, and red system. ○ From viewing other towns’ level of award, offers have commonly been at the 70-85% level, although there is a broad range between 50-95%. ○ <u>Within three weeks</u> of receiving the offer, our HoT will need to be agreed to. This commits LDC to prepare detailed business 	

	<p>cases for the projects being taken forward, and for any conditions to be met.</p> <ul style="list-style-type: none"> ○ HoT must be signed and returned by CK, MC and RC. ○ <u>Within two months</u>, the Board will need to reprioritise projects to meet any shortfall and therefore agree which projects to take forward. ○ There may be actions to take for project leads to meet any conditions attached to projects, which our Local Area Lead (NS) will sign-off. ○ A revised financial profile of all chosen projects will need to be presented by the end of the two-month period. ○ A programme for the business cases to be developed will need to be agreed, building from the preliminary schedule which was included in our TIP. PSha suggested it may be preferable to prioritise the business case development of projects which are more immediately deliverable, but the Board will discuss as part of reprioritisation process. ○ All business cases need to be produced within 12 months, the management of which will be led by LR and GM with PSha detached from the process. This will enable LDC to ensure we comply with the required internal assurance process which has been stipulated by Government. Additional capacity funding has been secured which will fund additional support from local consultants. The capacity funding also allows LDC, subject to Board agreement, to develop business cases for all projects including any which have not been prioritised for Town Deal funding; this should result in 'shovel-ready' projects for future funding opportunities. ➤ NS commended PSha's summary of Next Steps. ➤ CK complimented PSha, LR and GM on their work and acknowledged the added complication of the workload they have currently in preparing a submission to the Levelling Up Fund for both Lewes and Eastbourne. CK also reported on previous conversation with PSha that there may be a delay between the public Town Deal announcement for Newhaven and the arrival of the details of Government's offer. ➤ GP believed Hastings could expect an announcement in the coming days, but no regional-based policy announcement system appears is in place so not an indicator for Newhaven. [Hastings received announcement 07/06/21]. ➤ CK summarised that there would of course be considerable work to do over the coming months and looked forward to working with all Board members. 	
5.0	<p>Date of Next Meeting</p> <p>The Board agreed a date of 09/07/21 at 3.00pm for next meeting.</p>	

<p>6.0</p>	<p>Any Other Business</p> <p><u>Levelling Up Fund Update</u></p> <ul style="list-style-type: none"> ● PSha shared details of LDC’s emerging bid to the Levelling Up Fund which needs to be submitted by 18/6/21: ○ All LAs can bid up to £20m and Lewes District was ranked as a Priority 1 Area (highest priority). The process is competitive with no investment guaranteed. ○ Following agreement by LDC Cabinet Cllrs and MC, the bid is focussed on ‘capturing the value of the catch’ in Newhaven. ○ The investment which is due to total around £11-12m is designed support the local fishing industry through targeted investment in landing stages, processing facilities as well as a destination, hospitality and leisure venture designed to showcase the food source and provide a valued community asset. ○ Further details of the bid will be shared with members so they can provide letters of support. ➤ JW warmly endorsed the projects and the broad appeal of the Newhaven fishing industry. However, it had been hoped that any flagship hospitality development would be located within the town centre/high street area. PSha acknowledged the shared desire to prioritise town centre regeneration but had to concede as there had been no means to secure a town centre location or ‘shovel-ready’ project for this area for inclusion in such a time-sensitive funding process. ➤ CK hoped any LUF investment would inspire further investment in related hospitality and leisure which should include the town centre. ➤ MH commended the projects and concept but asked if any other schemes were being submitted for Lewes District, given the ask was lower than the maximum £20m. PSha confirmed that no other projects were included and that a maximum of three ‘projects’ could be submitted per bid as per Govt rules. <p><u>Future High Streets Fund</u></p> <ul style="list-style-type: none"> ● LDC has now officially received their award letter; the detail is still being processed and the spending profiles checked. ● A report is being prepared for LDC Cabinet meeting in July for agreement and sign-off. ● A detailed delivery plan will then be created, and contracts will be procured. ● The Board will be briefed once this point has been reached when timescales should be more defined. 	<p>PS to s/w CK to provide letter of support on behalf of Town Board.</p>

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| | <ul style="list-style-type: none">➤ CK drew attention to the significance of the Board and its relevance for the numerous funds which Newhaven is in a great position to benefit from over the coming years.➤ NS added that he is in discussion with PSha to consider whether Newhaven might be used a case study for Government, given the large number of funds in process and the way officers and Board members have operated. | |
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Newhaven memorial

MC notified the Board that she is working with Newhaven Town Council to create a memorial for those who were tragically lost when the boat, Joanna C, sank in gale force winds in November 2020. Design and costs are expected to be agreed in the next few weeks and a fundraising scheme put in place. MC thanked GA and his fellow councillors for the support provided to their families.

- MH drew attention to B&H Buses' bid for Zero Emission Bus Regional Areas (ZEBRA) funding which fits strongly with TIP ambitions. It is very much hoped this will accelerate a planned switch to hydrogen buses and bring additional economic benefits.
- ZN wanted to further highlight the significance of Board members for the various funding opportunities being realised, particularly the team of officers in place at Lewes District Council who have worked considerable hours to ensure the varied projects and funding bids are coherent and strategically sound.
- CK thanked ZN for her fitting acknowledgements and brought the meeting to a close, thanking all for their attendance and contributions.