

Newhaven Town Deal Board

Minutes of Board Meeting

Friday 28th January 2022

3pm - 4pm via MS Teams

Attendees

- **Chair:** Chris Ketley (CK), Knill James LLP
- **Lewes District Council:**
 - Cllr James MacCleary (JM), Deputy Leader
 - Rob Cottrill (RC), Chief Executive
 - Peter Sharp (PSha), Head of Regeneration
- **Newhaven Town Council:**
 - Cllr Graham Amy (GA), Newhaven Town Council
- **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 & Local Growth Unit
- **Local Enterprise Partnerships:**
 - Jo Simmons (JS), Business Development Manager, SELEP (attending for Adam Bryan)
- **Newhaven Enterprise Zone:**
 - Corinne Day (CD), Programme Director
- **Community and Business Representatives:**
 - Dan Shelley (DShe), East Sussex College Group
 - Chris Rasmussen (CR), Jasfic Ltd
 - Captain Dave Collins-Williams (DCW), Newhaven Port & Properties
 - Dick Shone (DSho), Boutique Modern
 - Duncan Kerr (DK), Wave Leisure
 - Patrick Warner (PW), Brighton & Hove Buses
 - Ed Wills (EW), Brighton & Hove Buses

Secretariat (provided by Lewes District Council):

- Lisa Rawlinson (LR), Strategy & Partnerships Lead for Growth & Prosperity
- Guy McQueen (GM), Regeneration Project Manager
- Mark Healy (MH), Funding Programme Delivery Manager

Apologies

- Cllr Zoe Nicholson, Leader of Lewes District Council
- Ian Fitzpatrick, Lewes District Council
- Ken Dry, Newhaven Town Council
- Adam Bryan, SELEP
- Graham Peters, Chair, Team East Sussex (SELEP)

- Penny Shimmin, Sussex Community Development Association
- Trevor Beattie, South Downs National Park Authority
- Mike Shorer, Newhaven Chamber of Commerce
- Max Woodford, Brighton & Hove City Council

Agenda item		Action
1.0	<p>Welcome, Introductions & Apologies</p> <ul style="list-style-type: none"> • CK welcomed all to the meeting, the primary purpose of which was to sign off the business case for the third of seven Strategic Programmes: <i>Destination Newhaven</i> (see Agenda Item 3). • <u>Chancellor's Visit</u> - Lewes District Council has successfully secured a LUF grant of £12.7m which will support the 'Capturing the Value of The Catch' programme. Rishi Sunak came to view the sites being developed as part of the Levelling Up Fund on 6th January. The Chancellor's visit reflects Newhaven's importance as one of the UK's key maritime towns, and the national significance of securing investment into Newhaven. • <u>Planning application for The Sidings Bistro</u> - a planning application (LW/21/0933) for installation of a new roof and weather protection for the Sidings Bistro was submitted in December 2021, with a target determination date of 4th March. <p>New weather protection would be much more robust than the temporary protection put in place last year. It will be based around a steel-framed structure with transparent sides and roof which will help make the Sidings a year-round destination linked to a programme of events that the Enterprise Zone is developing. Officers are actively looking to source recycled steel for the structure which will reduce costs and align with the Council's Climate Change and Sustainability Strategy.</p> <p>Officers hope to have the new weather protection in place by the end of March and encourage Board members to submit comments.</p>	
2.0	<p>Minutes of Last Meeting</p> <ul style="list-style-type: none"> • The previous minutes were agreed. • CK also acknowledged the previous actions: 	

	<ol style="list-style-type: none"> 1. MH confirmed a change of project name had been implemented and included in submission of the business case (“Newhaven and UK Ferry Terminal”). 2. MH confirmed that the local sign-off of the Maintaining Marine Gateway business case had been completed by the Section 151 officer and CK before being submitted to Government on 23/12/21 (ahead of 14/01/22 deadline). 3. DCW confirmed he would continue discussion with Border Force to consider options for including seating within the passenger arrivals lounge as part of the refurbishment of the Ferry Terminal, as part of project implementation. 4. DCW will also continue to consult with DFDS and encourage them to improve their shuttle bus service between ferry and terminal. 	
<p>3.0</p>	<p>Business Case for Approval: Destination Newhaven</p> <ul style="list-style-type: none"> • CK explained that an executive summary had been provided to the Board in advance of this meeting. The consultants and officer team had been working on the development of the business case since October, with a workshop held with the project sponsors on site at the Fort in early December prior to the Strategic Sub-Group receiving a ‘work-in progress’ business case on 13th December. <p>The Sub-Group is chaired by DShe with the other members being: CK, PS and Michelle Connors (Newhaven EZ).</p> <p>Following further work, an updated business case was presented to the Sub-Group on 18th January for review before a second meeting was held for discussion and recommendations. The draft circulated to the Board reflects the input and comments of the sub-group and the internal sign-off group.</p> <ul style="list-style-type: none"> • CK passed to DShe, as Chair of the Sub-Group to introduce the discussions which took place when seeking assurance for the business case: <ul style="list-style-type: none"> ○ DShe reminded the Board that <i>Destination Newhaven</i> is the largest programme in financial terms and contains only one project, which is the refurbishment of Newhaven Fort. The Sub-Group made the following points: 	

- The need to be clear on messaging to the local community about managing expectations as most of the work and most of the expenditure would be on things that people wouldn't be able to see, i.e. retrofitting and securing the Fort structurally.
- A wider approach to stakeholder engagement should be adopted e.g. setting up exhibition spaces in the town centre, communicating the wider benefits for Newhaven. The use of Newhaven Square to promote planned projects such as the Fort was further encouraged.
- Links should be strengthened between the Fort and other attractions, primarily to increase overall dwell times. The project should also be tied in with the *Reconnecting Our Town* programme and active travel facilities as The Sidings in particular.
- The investment should help make the Fort more inclusive, attracting various groups, and making the entrance and facilities more easily accessible.
- The Fort has significant historical but also architectural significance and interest which can be capitalised on while the work is being carried out; showcasing the structural components and exploring possibilities for work experience and Higher/Further Education involvement.
- The business case could make better use of the metrics relating to the Parade Ground, with improvements facilitating increased activity.
- It was agreed that the 'Do Nothing Case' had underestimated the forecastable decline in visitor numbers with the facilities becoming increasingly unsafe and therefore inaccessible.
- There would be merit in including a feasibility study being conducted for opening the tunnels connected to the West Pier.
- DShe explained that these recommendations had been fully considered and that the Sub-Group had then met a second time to review the final business case.

The Sub-Group recommended that the Board approve the business case.

- DShe then passed to MH for a detailed overview of the business case:

- The principle focus was on the Economic Case, which sets out the tangible benefits that the project can deliver and what the return on investment will be.
- MH emphasised that the consultants had greatly valued the input of the Sub-Group, as was the case with previous programmes. *Destination Newhaven* is quite different to other programmes, with its unique design and construction giving rise to some very specialised civil engineering challenges to contend with. The business case went through a number of iterations and some significant changes were made during the drafting stage.
- MH also acknowledged the need for the *Wayfinding and Visitor Trails* project, as well as the *Restaurant and Community Destination* (part of Levelling Up Fund), to be integrated if possible.
- MH also referenced public engagement carried out when developing the Newhaven Town Investment Plan (TIP); *Destination Newhaven* was the second most popular programme which indicates strong civic pride in the asset. It follows that strengthening the asset would produce additional, non-tangible benefits for the community.
- As mentioned by DShe, this programme requires the most investment from the Town Deal and there is an additional £1.2m committed in match funding by Wave Leisure. LDC have been working with Wave Leisure to implement a range of improvements that are already in place, including a new entrance bridge.
- The total economic benefits over the 30-year appraisal period for the project have been calculated to be just under £18m, and when adjusted for net present value, results in an overall Benefit Cost Ratio (BCR) of 1.29 which is an increase on the BCR of 1.07 in our TIP. The most significant increase is from additional increased income from the Fort over the appraisal period.
- The Sub-Group had been keen to understand what work would be undertaken at the Fort and they were provided with an estimate of 13% for key safety and environmental issues (e.g. reinstated visitor access to the gun emplacements), 47% on repairs and restoration (e.g. structural repairs, public convenience improvements and energy supply) and the

	<p>remaining 40% on new visitor attractions (e.g. redevelopment of the adventure playground and a new barrack room display and refurbishment).</p> <ul style="list-style-type: none"> ○ The project has a long delivery schedule, and it should be communicated publicly that during the first few financial years, detailed design work will need to be carried out. As is covered in the business case, the majority of early spending will be allocated for design, feasibility studies etc. with exact details of the development being unconfirmed. There will be a four-year delivery period for the actual works on site. ○ The risk register identified common themes across the programmes e.g. capacity, supply chain. An identified action to take is to ensure that scheduled monument consent is granted by Historic England, which is well underway. ○ MH reiterated the points made by DShe, including a need to widen participation and inclusion, possible involvement of educational institutions during construction and beyond, as well as wider use of the Fort for community activities and events. ● CK thanked DShe and MH for their presentations before opening up for Board discussion: <ul style="list-style-type: none"> ➤ PW suggested feasibility work could be done to assess whether a bus route can be developed to include the Fort amongst other key attractions, from the existing coast road routes as part of accessibility goals. ➤ NS added that one of the potential issues with visiting the Fort for some individuals would be the financial cost, which also applies to events. GA added that Newhaven Town Council had been providing limited numbers of free tickets in recent years. Feedback had highlighted that the vast majority who benefitted had never visited the Fort before. ➤ GA also suggested that there could be impactful displays on roundabouts that drew attention to the Fort e.g. repurposed military equipment. CK agreed that there needed to be innovative ways of increasing awareness of the Fort, using physical touch points in the town centre. GA noted that there could be a rationale for speaking with supermarkets in the town, which benefit from considerable footfall, and seeing if displays can be accommodated in e.g. car parking areas. 	<p>PW to involve accessibility colleagues in relevant discussions.</p> <p>GM to consider supermarket as possible touch point as part of developing comms strategy.</p>
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	<ul style="list-style-type: none"> • CK and PSha confirmed that the LDC internal sign-off group had approved the business case following development of the points made by the Sub-Group and initial logistical considerations for payments to be released. • The Board approved the Business Case for <i>Destination Newhaven</i>. 	
5.0	<p>Date of Next Meeting</p> <p>The next meeting was confirmed for Friday 25th February at 3pm.</p>	
6.0	<p>Any Other Business</p> <ul style="list-style-type: none"> • CK notified members that a pop-up COVID-19 vaccination clinic will be available at Newhaven Ferry Terminal from 31 January to 2 February. Colleagues at ESSC have asked us to share news of the clinic with local employers. • PW received thanks from CK and Board for his role, as he will be relocating to work on projects in other areas of the country. PW thanked all and introduced his colleague, Ed Wills who has joined the Board. • CK thanked all for attending and brought the meeting to a close. 	<p>MH to share COVID-19 information from ESSC.</p>