

Newhaven Town Deal Board Minutes of Board Meeting

Monday 15th May 2023
11pm – 12pm via MS Teams

Deputy Chair:

Chris Ketley, Knill James LLP

Attendees:

Lewes District Council:

- o Lisa Rawlinson (LR), Lewes District Council
- o Ian Fitzpatrick (IF), Lewes District Council

East Sussex County Council

- o James Harris (JH)

Members of Houses of Parliament and Lords:

- o Maria Caulfield (MC), Member of Parliament

Department of Business, Energy & Industrial Strategy / Towns Fund team

- o Nigel Stewardson (NS), Department of Levelling up, Housing, and Communities
- o Emma Smith (ES), Department of Levelling up, Housing, and Communities

Local Enterprise Partnership

- o Graham Peters (GP), Team East
- o Jo Simmons (JS), SELEP

Secretariat (provided by Lewes District Council):

- o Sam Shore (SS), Regeneration Project Manager
- o Anna Salmon (AS), Funding Programme Delivery Manager

Apologies:

- o Cllr James McCleary (JM), Lewes District Council
- o Cllr Zoe Nicholson (ZN), Lewes District Council
- o Robert Cottrill (RCot), Chief Executive
- o Cllr Graham Amy (GA), Newhaven Town Council
- o Max Woodford (MW) – Brighton & Hove City Council

Newhaven Enterprise Zone

- o Corinne Day (CD), Programme Director

Community, Education and Business Representatives

- o Ben Anderson (BA), Crossley Anderson Real Estate
- o Duncan Kerr (DK), Wave Leisure
- o Sarah Burge (SB), Sussex NHS Commissioners
- o Captain Dave Collins-Williams (DCW), Newhaven Port & Properties
- o Penny Shimmin (PS), Sussex Community Development Association (SCDA)
- o Rebecca Conroy (RS), East Sussex College
- o Annie Lorys (AL) - Newhaven Chamber of Commerce

- o Trevor Beattie (TB), South Downs National Park
- o Baroness Janet Whittaker (JW), House of Lords
- o Ken Dry (KD), Newhaven Town Council
- o Adam Bryan (AB), SELEP

Agenda		Actions
<p>1.0</p>	<p>Welcome, Introductions & Apologies</p> <p>CK welcomed all to the meeting and introduced two new faces to the board, Annie Lorys and Ben Anderson, representing the private sector.</p> <p>AL joins the Board as the representative for the Newhaven Chamber of Commerce. BA is a chartered surveyor from Crossley Anderson Real Estate.</p> <p>Everybody has been reminded about the attendance requirements. The board's terms of reference state “non-attendance by a member at three consecutive meetings will lead to review of their membership, except for where this is unavoidable.”</p> <p>MW made the recommendation for the Greater Brighton Economic Board Business Manager to attend future meetings to replace his membership. The Board welcomed this idea to retain a connection and knowledge sharing with the strategic work being carried out by the Greater Brighton Economic Board.</p> <p>Members were updated on recent good news stories:</p> <p>Westcott Leach, owner and developer also of the five acre East Side Business Park, which is home to Hello Flamingo. Surrey Nanosystems, Robinson Rd Studios, and Mamoosh, have recently acquired the land to the north of East Side Business Park. This is a 6 acre site with the potential for 100,000 square feet of prime industrial space. Holding vision to create more employment space that will attract higher value companies and job creation for the area.</p> <p>Newhaven Enterprise Zone (NEZ) have unveiled their new Business Plan ‘Newhaven Unleashed’ with ambitions to turn Newhaven into a major contributor to the Sussex economy. The three-year programme will build on Newhaven’s reputation as a hub for marine, industrial and creative businesses and to attract further investment into the area.</p> <p>The NEZ will be presenting their plan at the next champions meeting on 21st of June which is being held between 11:00 and 1:00 at the Hillcrest Centre, joined by Lucas Shone of Boutique Modern outlining their plans for Newhaven and how they have championed local employment, training and apprenticeships.</p>	
<p>2.0</p>	<p>Minutes of Last Meeting</p> <p>The minutes from 3 March 2023 Board meeting were agreed.</p>	

	<p>Update on actions taken from last meeting:</p> <p>AS to submit revised Business Cases following the last Board meeting:</p> <ul style="list-style-type: none"> AS submitted the updated Project Adjustment Request to reprofile the <i>Better Journeys for All</i> funding and an update was provided under agenda item 4. <p>AS and GMQ are to plan future material to increase public awareness:</p> <ul style="list-style-type: none"> Once the legal agreements are in place, the blank space on the hoardings in Newhaven Square will be used to publicise the planned activity and timelines. GMQ is also preparing a week-long exhibition in July in Newhaven Arts space, which is the gallery on Newhaven, High Street. Lewes District Council are working with Hospitable Environment to provide workshops to assist with wayfinding, showcasing all the feedback received from residents through 'Your Newhaven' and to generally increase awareness. GMQ will share details of the exhibition and send invitations to all Board members in due course. <p>GMQ was to speak to Hastings Borough Council about their public realm project:</p> <ul style="list-style-type: none"> GMQ has made contact and is in continued discussions with Hastings. <p>AS to add Team East Sussex membership:</p> <ul style="list-style-type: none"> The amendments were made and the updated Terms of Reference have been published on the Town Deal Board web page. 	
<p>3.0</p>	<p>Declarations of interest No agenda items required any declarations of interest.</p>	
<p>4.0</p>	<p>Funding re-allocation CK reminded the Board that LDC are formally requesting the reallocation of the <i>Better Journeys for All</i> funding. AS updated the Board that everything has been submitted to DLUHC. A few queries have been raised which AS is in discussion about. By the next Board meeting, AS hopes to have a full update or AS can circulate something via email in between.</p>	<p>AS to update the Board via email before the next meeting.</p>
<p>5.0</p>	<p>Social Enterprise Incubator Business Plan PS from SCDA provided the following update to the Board:</p>	

	<p>The original Business Case and costings were developed as an important element of the overall Town Deal programme, focusing on Building our Economic Strength to develop 226 square metres of internal new workspace improvements to the existing employment area, support the development of social enterprises and job creation.</p> <p>This project has co-dependencies on the timescales of the College relocating to the Marine Workshops and agreeing the lease arrangements with LDC. Dependent on these co-dependencies, SCDA plan to deliver this project on time to the original plan, opening in the first quarter of 2024/25.</p> <p>The budget cost estimates for the works are dependent on value engineering and finalising the designs and works required.</p> <p>SCDA have maintained some very constructive conversations with potential occupants and SCDA acknowledge the need for collaboration across all the planned initiatives.</p> <p>What's been achieved to date?</p> <ul style="list-style-type: none"> • In May/June 2022 SCDA completed some demand analysis and identified models for development. • SCDA worked with the creative industry sector through the NEZ on a survey of that specific interest group. • SCDA have got some interest in gallery space, art workshops, a teaching and rehearsal space and also shared workshop space and storage. • SCDA have developed the financial model to include demand analysis and social impact analysis. This work identified issues with the size of the footprint and the need to explore the potential of maximising the available footprint, the need for close collaboration with the Newhaven Enterprise Centre next door, and the importance of an identity to focus for success. • SCDA have had early discussions with the Let's Do Business Group and there's positive potential. • Additional funds are required to look at the scope for construction of a mezzanine floor, which is possible within the framework of the building to maximise potential floorspace. • SCDA have completed the designs for works for the costings. This has enabled SCDA to scope what is feasible within the funding envelope and to have early discussions with LDC to understand the basis of the lease. <p>The next steps:</p> <ul style="list-style-type: none"> • SCDA to finalise the designs and costings, including any planning permission. 	<p>SCDA to finalise designs, costings and planning permission.</p> <p>SCDA to rework the business model for approval</p>
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	<ul style="list-style-type: none"> • SCDA to rework the business model and seek approval from the Board. 	<p>from the Board.</p>
<p>6.0</p>	<p>Town Deal project updates</p> <ol style="list-style-type: none"> 1. <u>Newhaven 3G pitch</u> - The football pitch project is complete. 2. <u>Pedestrian Gateway</u> – The pedestrian access part of the project is complete. Rain prevented the road surfacing works to take place. The Port has requested a revised road closure, this should be done by the next Board meeting. 3. <u>Wayfinding and Signage</u> - The new information boards are currently with the fabricator. Installation will be completed by the next Board meeting. GMQ has been engaging with various landowners and stakeholders to ensure that the programme of delivery can commence unhindered and without conflict. The concept design and spatial coordination of the first 3 quick win projects are currently being tendered for. There’s an open public consultation for West Quay on Your Newhaven. Riverside Park is progressing well and should start to see improvements appearing over the summer. 4. <u>Social Enterprise Incubator</u> – Update covered under agenda item 5. 5. <u>Business Grants Programme (BGP)</u> – Officially launched on 10th May. This included a big digital marketing push, the distribution of all the partners pack and the flyers, which is to help partners to promote the programme. The grants officer attended networking events in April and May. <ul style="list-style-type: none"> Programme take-up to date: <ul style="list-style-type: none"> • 2 businesses are working on applications for up to £35,000 • 4 businesses have visits booked in to see the Grants officer • 6 more businesses have made initial enquiries. 6. <u>The Community and Enterprise Hub</u> – QS specialising in remedial works has carried out a survey and issued a report in February to the Town Council. The report identified £293,000 worth of works are required to get the property to a leasable condition. KD will be continuing his discussions with East Sussex County Council, who are the 	

	<p>freeholder, about the concerns over the current condition of the property.</p> <p>7. <u>Eastside Recreation Ground</u> –The tender process will commence beginning of June. Project end date planned for early 2024.</p> <p>8. <u>Fort Road Recreation Ground</u> - Procurement is underway and the planning application is being prepared for submission by July. Construction will start on-site in summer 24, subject to how long planning approval takes.</p> <p>9. <u>Denton Island Slipway</u> - Due to the rising costs of the materials and labour, alternative quotes are being sought for building the slipway. The grant funding agreement is still with Peter Leonard to review.</p> <p>10. <u>Newhaven Fort</u> – The Fort are in the process of commissioning a series of reports and designs to inform the works that will be proposed to take place over the coming winter.</p> <p>11. <u>Ferry Terminal</u> - The external cladding works commenced in January and the first floor refurbishments started in April, this is scheduled to be completed in June.</p> <p>CK suggested using photos of businesses having been awarded the Business Grants as PR for the Grants Programme.</p> <p>CD announced the Enterprise Zone Investment Funds launching next month. CD will incorporate the Business Grants programme into the NEZ PR and marketing.</p>	<p>CD to incorporate the Business Grants programme into the NEZ PR and marketing.</p>
<p>7.0</p>	<p>Date of Next Meeting 13th July 11:30 – 12:30</p>	
<p>8.0</p>	<p>Any Other Business</p> <p>Janet asked how the Transport for the South East interventions listed within their Strategic Investment Plan assist with Newhaven’s transports needs?</p> <p>LR and AS have been in touch with Transport for the South East and will be seeking further information.</p> <p>Useful links to the Transport for the South East website:</p> <ul style="list-style-type: none"> • Transport Strategy • Strategic Investment Plan • An active transport forum 	

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| | <ul style="list-style-type: none">• Towards the bottom of the SIP evidence page there are a number of area factsheets, which show which interventions contained within the SIP are relevant for each area. Factsheet number 22 covers Eastbourne, Lewes and Wealden and you will see that map references J9, L9 and N16 explicitly mention interventions for Newhaven.• If you would like to sign up to receive future updates from TfSE as our work progresses, please complete the 'stay updated' form at the bottom of this page. <p>JH explained that Transport for the South East are looking into what kind of interventions might need to be made to improve traffic movements East to West.</p> <p>MC mentioned the successful Seahaven Business Awards event that took place which is organised by the Newhaven Chamber of Commerce.</p> | |
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