

Newhaven Town Deal Board Minutes of Board Meeting

Thursday 13th July 2023
11:30am – 12:30pm via MS Teams

Deputy Chair:

Chris Ketley, Knill James LLP

Attendees:

Lewes District Council

- Robert Cottrill (RCot), Chief Executive
- Lisa Rawlinson (LR), Lewes District Council

Newhaven Town Council

- Graham Amy (GA), Newhaven Town Council
- Ken Dry (KD), Newhaven Town Council

Newhaven Enterprise Zone

- Corinne Day (CD), Programme Director

Local Enterprise Partnership

- Adam Bryan (AB), SELEP

Members of Houses of Parliament and Lords:

- Maria Caulfield (MC), Member of Parliament
- Baroness Janet Whittaker (JW), House of Lords

Secretariat (provided by Lewes District Council):

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

Apologies:

- Rebecca Conroy (RS), East Sussex College
- Captain Dave Collins-Williams (DCW), Newhaven Port & Properties
- Emma Smith (ES), Department of Levelling up, Housing, and Communities

Community, Education and Business Representatives

- Annie Lorys (AL), Newhaven Chamber of Commerce
- Sarah Burge (SB), Sussex NHS Commissioners
- Duncan Kerr (DK), Wave Leisure
- Dick Shone (DS), Boutique Modern
- Penny Shimmin (PS), Sussex Community



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

- Nigel Stewardson (NS), Department of Levelling up, Housing, and Communities

Greater Brighton Economic Board Representative

- Andy Hill (AH), Business Manager

- Cllr Christine Robinson (CR), Deputy Leader of Lewes District Council
- Ian Fitzpatrick (IF), Lewes District Council
- Cllr Zoe Nicholson (ZN), Lewes District Council
- Cllr James McCleary (JM), Lewes District Council

Agenda		Actions
<p>1.0</p>	<p>Welcome, Introductions & Apologies</p> <p>CK welcomed all to the meeting and introduced three board membership changes, Councillor Christine Robinson, the Deputy Leader of Lewes District Council.</p> <p>Andy Hill replaces Max Woodford as the representative for the Greater Brighton Economic Board.</p> <p>Graham Peters has stepped down from his role as Chair of Team East Sussex.</p> <p>Members were updated on recent good news stories:</p> <p>Article one: <i>'An honour to have my painting alongside his'</i>.</p> <p> Sussex express 23.06.23 - An honour</p> <p>Article two: <i>'Appreciate our beautiful scenery from the sea'</i>.</p> <p> Sussex Express 23.06.23 - Appreciate</p>	
<p>2.0</p>	<p>Minutes of Last Meeting</p> <p>The Minutes from May 15th 2023 were agreed.</p>	
<p>3.0</p>	<p>Declarations of interest</p>	
<p>4.0</p>	<p>Town Deal project updates:</p> <p>Pedestrian Gateway</p> <p>This project located at the entrance to the Newhaven Port was completed in June.</p> <p>Wayfinding and Signage</p> <p>New information boards have started to be installed on site last week and will be finished by the end of tomorrow.</p> <p>Conversations have progressed with the relevant partners and landowners and LDC are in the process of drafting a scope of works for the main contract; this is due to cover all prioritised projects as presented under agenda item 7 in our March 2023</p>	<p>AS to circulate information board with photos via email.</p>

Board meeting: <https://www.lewes-eastbourne.gov.uk/resources/assets/inline/full/0/325667.pdf>

Smaller scale work is being developed to improve the arrival into Newhaven from Egrets Way – this has derived from discussions with East Sussex County Council, South Downs National Park Authority and Friends of Riverside Park group.

Results of West Quay Budgeting Tool consultation are available to view on Your Newhaven:

<https://yournewhaven.commonplace.is/en-GB/proposals/results-from-west-quay-budgeting-tool/step1>

Social Enterprise Incubator

The lease discussions and subsidy control issues are ongoing.

Business grants

Due to high demand, LDC has ~~ve~~ paused accepting new businesses onto the programme, and lowered the maximum grant to £15,000. This will ensure LDC has ~~ve~~ the capacity to support the businesses in the programme to apply, and lowering the maximum amount will allow them to support more businesses.

LDC has ~~ave~~ received enquiries from 38 businesses over the past two months, eight of these businesses were outside of Newhaven, and one business has been referred to the low carbon fund through the Newhaven Enterprise Zone. That leaves LDC with 29 businesses currently on the programme:

- 2 businesses have passed the panel stage and are about to sign their Grant Funding Agreement.
- 11 businesses are currently completing applications.
- 3 businesses are just completing eligibility checks.
- and 13 businesses are still in the first stage and are in the process of completing their initial assessment.

LDC has ~~ve~~ £139,000 worth of grants that are in the application stage or further along, and they estimate using a programme average that a further £101,700 are in the initial assessment stage. That means that LDC is ~~are~~ currently running at £257,000.

There are 5 businesses on the waiting list, and if businesses drop out or the forecast goes down they ~~it~~ will be allowed ~~for them~~ to

PS is to provide ~~report~~ a full update on the Social Enterprise Incubator at the next Board meeting.

	<p>enter the programme. Businesses on the programme have until 21st July to complete their initial assessments or potentially lose their place in the programme.</p> <p>It is expected that LDC's first grants are to be fully approved within the next three weeks, with the first grants being paid likely towards the end of the month or early August.</p> <p>Community & Enterprise Hub</p> <p>Following the specialist 'remedial QS' report, discussions are ongoing between the Town Council and ESCC, the freeholder.</p> <p>Eastside Rec Ground</p> <p>Tenders are currently being evaluated for the main contractor. Construction works will commence in September, subject to the availability of the main contractor, with project completion planned for early 2024.</p> <p>Fort Road Rec</p> <p>The project team is in place and a pre-app meeting has taken place with the Planning Department. The full application will be submitted later this month or early August.</p> <p>Construction is due to start next summer.</p> <p>Denton Island Slipway</p> <p>Minimal progress has been made with the 3 outstanding legal matters for the lease arrangements. Which they are:</p> <ul style="list-style-type: none"> • LDC is waiting on Peter Leonard Marine to finalise a lease with Newhaven Port & Properties (the final form of lease will then need to be approved by LDC). • A "Licence to Alter" with Newhaven Port & Properties, which gives Peter Leonard Marine consent to construct and maintain the slipway, needs to be entered into between Peter Leonard Marine & the Port, which also needs to be approved by LDC. • LDC's legal team have drafted a Deed of Easement to enable Pete Leonard Marine to access the land the slipway will be on from the highway. This had been overlooked by Peter Leonard Marine at the outset. 	<p>AS to circulate link to the planning application once it's been submitted.</p>
--	--	---

	<p>The Grant Funding Agreement cannot be progressed until the land matters have been finalised and agreed. A new quote is also now required from Peter Leonard Marine, and an update in relation to the Marine Licence – Peter Leonard Marine have been asked to provide these details.</p> <p>PLM were written to on 10th July asking them to deal with the outstanding issues as soon as possible and LDC hopes to hear from them and for progress to have been made on the lease arrangements by 7th August.</p> <p>Newhaven Fort Works are now going to be completed in one accelerated package instead of two phases. The project will be delivered a year ahead of schedule with The Fort re-opening in Spring 2025. During 2024, Fort staff will deliver outreach sessions, particularly to schools in Newhaven and organize hard hat tours to see the work at The Fort progress.</p> <p>https://www.lewes-eastbourne.gov.uk/lewes-district-council-news/newhaven-fort-to-undergo-58-million-restoration/</p> <p>MC questioned what will happen with the Cadets as they use the Fort. DK will discuss a resolution with the Cadets.</p> <p>Ferry Terminal This project will be completed by the end of the July 2023.</p>	<p>AS to share photos of the completed Ferry Terminal at the next Board meeting.</p>
<p>5.0</p>	<p>DLUHC strategic updates</p> <p>LDC has been invited to be part of the Simplification Pathfinder Pilot. LDC is one of 10 Councils who are delivering all three funds - Town Deal, Future High Streets Fund and Levelling Up Fund funded projects.</p> <p>If LDC participates in the pilot, LDC will need to submit an Investment Plan that aggregates all the ambitions, outputs, outcomes and spend profiles for all the projects across the three funding streams.</p> <p>NS and LDC believes that the strong Town Deal Board has the ideal representation to broaden the remit to enable the Board to have strategic oversight of the aggregated funding streams. The Terms of Reference will need to be revised.</p> <p>If LDC participates in the Simplification Pathfinder Pilot, the live Project Adjustment Requests will be paused and the changes will be incorporated into the new Investment Plan which has to be submitted to DLUHC by 8th August 2023.</p>	

	<p>The Board confirmed they were happy for LDC to proceed with participating in the pilot.</p>	
<p>6.0</p>	<p>Future High Streets Fund update</p> <p>The Future High Streets Fund projects which will transform empty and underutilised properties are being delivered in the heart of the Newhaven Town Centre.</p> <p>10 Newhaven Square The former supermarket is being designed to house creative workspaces and health and wellbeing services. The planning application for alterations and extensions to the existing building received approval on 5th July 2023.</p> <p>The stage 1 tenders for a main contractor (as part of a two-stage tender process) are due back at the end of the month and the contractor should be in place by September.</p> <p>The Heads of Terms are being finalised with Quayside Surgery and an agreement for the lease (AFL) should be in place by mid-August, in advance of the award of a construction contract.</p> <p>Dacre Road Car Park The car park is currently undergoing refurbishment and will—re-open during the week commencing 17th July. The proposals for the “Urban Living Room” on the upper decks are being reviewed and a further update will be reported back to the Town Deal Board at a future meeting.</p> <p>AL – Traders have approached with concerns about there being no car parking for general public. AS confirmed that decks 1,2,3 will be for car parking. Decks 4 and 5 will be for meanwhile use.</p> <p>Wayfinding</p> <p>Quick win projects are currently being designed by our appointed landscape architect. The three projects are T1 (south side of the Bridge Street pedestrian crossing), T2 (south of Chapel Street underpass) and T3 (Meeching Road crossing).</p> <p>GMQ also worked with LDC Environment First to match fund street cleaning equipment and we are pleased to say that our bid for a Chewing Gum Task Force Grant was successful. This new</p>	<p>LR to report back on the Dacre Road Car Park in the next meeting.</p>

	<p>machinery will be used around the town centre to clean surfaces (not just remove chewing gum).</p> <p>The remainder of Future High Streets Fund allocated for wayfinding will be used in conjunction with Town Deal funding to help declutter and revitalise gateways into the High Street and Newhaven Square as well as improving public spaces.</p> <p>Following a successful public engagement event and learning from other town centre initiatives, there are plans forming to continue on from Towner's Ravilious event by holding a separate Mural Festival to brighten up some of Newhaven's walls.</p>	
<p>7.0</p>	<p>LUF Updates</p> <p>Initial design and site investigation works have been undertaken and the marine licence application has been submitted to the MMO for the new fish landing stage.</p> <p>The Fish Processing Plant has had a planning application submitted for the siting of 12 No. storage containers in the rear yard of the unit in New Road. An application for the Newhaven Fishing CIC has been finalised and PV solar panels are soon to be installed on the roof of the building.</p> <p>The new restaurant at West Promenade has had various reports commissioned and completed to support the planning application along with site investigations and the design of the restaurant is being finalised.</p> <p>In addition, the following matters are currently underway:</p> <ul style="list-style-type: none"> • Continuing to progress the architectural building and landscape design • Ground investigations • Ecology surveys and monitoring • Cost consultancy • Transport survey • Civil and flooding engineer survey • Heritage consultancy • Archaeological survey • Sustainability review and report • Legal works in relation to site acquisition. 	

8.0	Date of Next Meeting – 25 th September 12-1pm	
9.0	Any Other Business DS – The Ravilious inspired hoardings will be 6m x 5m and located in the Town Centre, Denton Island, The Sidings, The Hope and Dacre Road Car Park. Contemporary artists have been commissioned to produce artwork Inspired by Eric Ravillious.	

DRAFT