

# Re-imagining Newhaven Board

## Minutes of Board Meeting

Friday 22<sup>nd</sup> March 2024  
10am to 11am via MS Teams

### Chair

Chris Ketley (CK)

### Attendees:

#### Lewes District Council

- Christine Robinson (CR)
- Ian Fitzpatrick (IF)

#### Members of Houses of Parliament and Lords

- Maria Caulfield (MC)
- Baroness Janet Whittaker (JW)

#### East Sussex County Council

- James Harris (JH)

#### Community, Education and Business Representatives

- Annie Lorys (AL)
- Mike Shorer (MS)
- Penny Shimmin (PS)
- Ken Dry (KD)
- Dick Shone (DS)
- Duncan Kerr (DK)

#### Guest Speakers

- Anthony Peters (AP)
- Guy McQueen (GM)
- Michelle Connors (MC)

#### Secretariat (provided by Lewes District Council)

- Bryn Mabey (BM)
- Dan Fairbrother (DF)
- Anna Salmon (AS)

#### Apologies

- |                      |                         |
|----------------------|-------------------------|
| ○ Emma Smith         | ○ James MacCleary       |
| ○ Corinne Day        | ○ Andy Hill             |
| ○ Nigel Stewardson   | ○ Sarah Burge           |
| ○ Cllr Zoe Nicholson | ○ Rebecca Conroy        |
| ○ Alison Turner      | ○ Graham Amy            |
| ○ Lisa Rawlinson     | ○ Robert Cottrill       |
| ○ Jo Simmons         | ○ Dave Collins-Williams |

1	<p><b>Welcome, Introduction and Apologies</b></p> <p>CK welcomed all to the meeting.</p> <p>The Chair shared an update on the outputs of the Newhaven Football Club 3G pitch, which was the first project to be completed within this programme. Since the project was completed in summer 2022, the following additional outputs have been generated:</p> <ul style="list-style-type: none"> <li>• 4 permanent jobs</li> <li>• 8 new volunteer roles</li> <li>• Additional new pitch users including the Deaf Team who play in the National League, two disability teams, and Women's Veterans teams.</li> <li>• The Learn Play &amp; Achieve Academy now use the site to train two age groups of boys and girls.</li> </ul>	
2	<p><b>Minutes of Last Meeting held on 30.01.24</b></p> <p>The minutes were agreed.</p>	AS to send Register of Interests form reminder emails
3	<p><b>Declarations of interest</b></p> <p>PS declared an interest in agenda item 7.</p>	
4	<p><b>Look Again Mural Festival</b></p> <p>This project will utilise murals and supergraphics to bring positivity and joy to the town by converting blank walls and neglected spaces, encouraging visitors and uplifting local business. The Look Again Supergraphics Festival will take place in June 2024 with the installations happening on sites in Newhaven in April and May in readiness for the launch on 1<sup>st</sup> June.</p> <p>The festival will include:</p> <ul style="list-style-type: none"> <li>• 16 artists</li> <li>• 12 sites</li> <li>• 8 events</li> <li>• 10 workshops</li> <li>• An exhibition</li> <li>• Guided walks</li> <li>• 20,000 printed maps</li> </ul> <p>JW asked about the communications plan for the Festival. AP and GM confirmed they are working with a PR agency, an array of local and national artist and partnership networks as well as the Council's corporate communication channels to promote the Festival.</p> <p>MS asked about the mitigation in place to prevent graffiti and tagging on the murals. In Lewes, there's an example of a graffiti wall that creates a dedicated space for this activity which could work well in Newhaven.</p> <p>CR asked whether artwork would be given away as part of the Festival for people to put up in their homes and were informed that the printed map will contain a poster on the other side. They are also working with the youth collective and some of the artists to potentially have a merchandise table to raise money for the maintenance of the installations.</p> <p>IF explained that the Festival is expected to drive a significant amount of additional footfall to Newhaven Town Centre and LDC is going to emphasise this to local businesses to help them understand this potential.</p>	MC to introduce AP to the lead person for the Lewes based graffiti project.

<p><b>5</b></p>	<p><b>Newhaven Enterprise Zone Business Survey results</b></p> <p>The purpose of the Newhaven Enterprise Zone (NEZ) Champions Survey 2024 was to look back over 4 years from when the Newhaven Story was published, to identify current challenges and to see where support is required moving forward. The survey consisted of 8 questions. Here are some of those questions and top survey responses:</p> <p>What changes have you seen in Newhaven over the past 4 years:</p> <ul style="list-style-type: none"> <li>• Avis Way improvements</li> <li>• New housing</li> <li>• Reopening of UTC (now known as the Marine Workshops)</li> <li>• Decline in High Street/loss of retailers</li> <li>• Increase in traffic</li> </ul> <p>What kind of business support would be most useful:</p> <ul style="list-style-type: none"> <li>• Rate relief</li> <li>• Grants to fund growth</li> <li>• Upskilling/staff training</li> </ul> <p>What are your business priorities for 2024?</p> <ul style="list-style-type: none"> <li>• Growth</li> <li>• Stability</li> <li>• New products/services</li> <li>• Employee wellbeing</li> </ul> <p>How has the NEZ's work helped your business?</p> <ul style="list-style-type: none"> <li>• Rate relief</li> <li>• Assistance with funding</li> <li>• Networking</li> </ul> <p>IF expressed the positive narrative being expressed by Newhaven businesses.</p> <p>JW asked about the Highways Authority's involvement in identifying the traffic problems that are impacting on businesses. JH confirmed the major route network review was undertaken on the A259 which has identified a series of measures. A business case has been submitted to Government and ESCC are awaiting the outcome of this. When the Port Access Road is fully operational, the post implementation monitoring may necessitate further improvements to junctions etc. The Bus Service Improvement Plan includes a series of proposals for bus priority measures in the area.</p> <p>JW asked about upskilling and whether the schools are focusing on the skills needed by local businesses. MC described how the NEZ works closely with the college and Seahaven Academy. The NEZ is working to create a greater understanding of the type of employers in the town, what is required and information about those job offerings.</p> <p>JH mentioned the East Sussex Growth Hub provides business support and the new Chair plans to visit all the towns in the County to find out what provision is needed and will invite businesses to attend.</p>	
<p><b>6</b></p>	<p><b>New Memorandum of Understanding</b></p> <p>The new Memorandum of Understanding (MOU) supersedes the previous agreements we've had in place for the three different funding streams which have been aggregated into the Pathfinder Investment Plan.</p> <p>The MOU outlines the monitoring and evaluation requirements for the Council to comply with including the data which the Council is expected to collect.</p>	

	<p>The assurance section within the MOU states the need for the Board to formally adopt the Simplification Pathfinders Pilot governance within its Terms of Reference. This is something we have already done.</p> <p>The MOU also states that non-material changes to the Investment Plan can be approved by the Board and just notified to DLUHC in the quarterly monitoring returns. The MOU describes the following as non-material changes:</p> <ul style="list-style-type: none"> <li>• Moving funding between intervention themes below the £5 million threshold.</li> <li>• Moving funding between projects in the same intervention theme below the £5 million threshold.</li> </ul>	
7	<p><b>Project updates</b></p> <p><b>Pedestrian Gateway:</b></p> <p>The snagging items have now been completed. East Sussex County Council have issued the Preliminary Certificate under the Section 278 Agreement on the 26/2/24 and it was backdated to 21/7/23.</p> <p><b>Newhaven Wayfinding and Public Realm Improvements:</b></p> <p>The final designs for the priority areas have been completed and the soft landscaping work will be carried out this spring. The priority areas are as follows:</p> <ul style="list-style-type: none"> <li>• T1 - Enhancing the connection to West Quay from Bridge Street</li> <li>• T2 - Chapel Street subway and streetscape improvements</li> <li>• T3 - Meeching Road Town Centre gateway improvements.</li> </ul> <p>Lighting improvements are being carried out within St Luke's Lane, Chapel Street Underpass and North Lane Underpass. New tiles are being applied to the Chapel Street Underpass.</p> <p>There are two main tenders in the process of being published:</p> <ul style="list-style-type: none"> <li>• One of the tenders is for streetscape improvements with a focus on pedestrian environments and access points into the town centre including: <ul style="list-style-type: none"> <li>○ Newhaven Square</li> <li>○ Bridge Street</li> <li>○ Chapel Street</li> <li>○ Elphick Road to the subway.</li> </ul> </li> <li>• The second tender is for wayfinding and access around Railway Quay and Lower Place to transform the arrival and departure experiences.</li> </ul> <p><b>Social Enterprise Incubator:</b></p> <p>LDC, SCDA and ESCG are continuing to work hard to overcome some lease and technical issues and are hoping to have a way forward in the next few months.</p> <p><b>Business Grants programme:</b></p> <p>Currently the focus is on supporting the businesses to spend and defray grants with the majority planned to spend and claim by the end of this month.</p> <p>A couple of the businesses will need a little more time to defray due to delivery and installation timelines.</p>	

- 10 businesses have fully claimed their grant, to a total of £114,077.
- Some businesses have submitted part claims and we expect them to defray fully within the next month.

At this stage, we expect the programme to support 20 businesses in Newhaven, with £244,023 of grant funding.

At completion, the project will have supported just over £600,000 of capital investment in Newhaven businesses, including grant funding and private sector match.

The Grants Programme has some brilliant employment outcomes:

- 32.3 Full Time Equivalent new jobs of which 3 have already been realised and
- 25 jobs safeguarded.

The businesses also reported the following additional outcomes:

- 7 projects will support low carbon and net zero objectives.
- 9 projects will help businesses to launch a new product or service.
- 19 projects will lead to an increase in productivity for the business.
- 17 projects will lead to higher spend with Newhaven businesses.
- 6 projects will lead to increased dwell time in Newhaven and
- 8 projects will support social value outcomes in Newhaven.

10-12 businesses have registered to be kept informed if a round 2 of the Business Grants Programme will be possible.

#### **Eastside Recreation Ground:**

- The signage as per the Government guidance has been erected on site on 14/3/24.
- The contracts with Blakedown, who are the primary contractor and Diversity, for the Great Crested Newt mitigation, have been signed following an initial contract meeting.
- The compound set up will begin w/c 25/3/24.
- On 26<sup>th</sup> March there will be an informal & low key 'groundbreaking' event/ceremony.
- We are expecting physical completion in May.

#### **Newhaven Fort:**

The tender process for appointment of a Principal Contractor was completed in December and in January was awarded to Brighton based, Pilbeam Construction. They started on site, on schedule, on 1st March with their phase of the works due for completion in October.

The second phase of the works (starting in October) will be the 'Exhibition fit out' within the casemates including the new adventure playground. The designs for these spaces are progressing well and some images will feature in future press and media releases to show visitors what they can expect. The contract for this phase of works will be completed by July/August.

A proactive social media campaign is underway to keep existing (and potential new) visitors engaged with the project/works to ensure that the Fort meets aims/objectives of the project when the Fort re-opens to visitors in February half term 2025.

<p><b>Newhaven Square:</b> Dacre Road Car Park:</p> <p>The updated lighting design for the Dacre Road Car Park has been completed and the planning submission is targeting end of March/start of April. This will include the proposed green living wall to the main elevation (waiting on the structural confirmation to confirm the green wall locations).</p> <p>On the basis of the planning submission in March/April, we are aiming for May/June planning committee. This would enable the works to be carried out in June/July before the top deck is reopened – the green wall may follow on after this date.</p> <p>Newhaven Square – Former Peacocks unit and Co-Op:</p> <ul style="list-style-type: none"> <li>• Stage 3 layout designs have all been agreed and both GPs have agreed to freeze the design.</li> <li>• The main contractor is developing the detailed design now and will start to obtain prices from their sub-contractors.</li> <li>• The target is to have a final construction cost ready by June/July before entering into the main contract and works starting on site.</li> </ul> <p><b>Newhaven Ferry Terminal:</b></p> <ul style="list-style-type: none"> <li>• 28/2/24, Gradient issued the practical completion certificate.</li> <li>• The outstanding snagging items will be completed over next couple of weeks.</li> </ul> <p><b>Fort Road Recreation Ground:</b></p> <ul style="list-style-type: none"> <li>• RIBA Stage 3 completion by the end of this month.</li> <li>• The investigative works including geotechnical and cavity wall tie surveys for Shakespeare Hall will be completed by the end of this month.</li> <li>• RIBA Stage 4 is due to start in April.</li> <li>• There will be a community led artwork project, launching late Spring and will be advertised through various communication channels.</li> </ul> <p><b>Fish Landing Stage:</b></p> <ul style="list-style-type: none"> <li>• The desktop study has been completed and no further archaeological studies are required. Archaeological site procedures will be included in the construction contract as necessary.</li> <li>• Becket Rankine have been appointed to produce the detailed design of the fishing stage.</li> <li>• The approved MMO licenses for dredging and construction were received on 8<sup>th</sup> February.</li> </ul> <p><b>Fish Processing Plant:</b></p> <p>Planning permission has been granted for the siting of 12 storage containers in the rear yard of the unit at New Road for use by the local fishermen and these were installed on site on 8<sup>th</sup> and 9<sup>th</sup> February.</p> <p>Orders have been raised for all of the equipment needed to fit out the building, which includes new roller shutter doors, ice room, chiller and freezer cold rooms and an ice machine. It is expected that the building will be fully fitted out by April.</p> <p><b>Restaurant and Community Destination:</b></p> <ul style="list-style-type: none"> <li>• The planning application is anticipated to be decided in April/May.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Discussion with the architect and consultants to progress to RIBA stage 4 are on-going.</li> <li>• Legal due diligence is being undertaken regarding the purchase of the site.</li> </ul> <p>AL asked about the security measures planned for the site.</p>	IF to speak to AL about the security for the restaurant site.
<b>8</b>	<p><b>DLUHC strategic updates</b></p> <p>Update received via email from ES:</p> <p>This year's <a href="#">Spring Budget 2024</a> sets out the government's progress in delivering the growth package from Autumn Statement 2023. There were a number of announcements in there on housing, planning, VAT free shopping, Local Government and Levelling Up. That includes Long-Term Plan for Towns – £400 million investment to extend the Long-Term Plan for Towns to a further twenty places across the UK including Eastbourne (in addition to Hastings and Bexhill that were announced last October). This provides places with ten years of endowment style funding and support worth up to £20 million to invest in communities and regeneration. Level 2 Devolution Agreements have been finalised with Surrey County Council, Buckinghamshire Council and Warwickshire County Council.</p> <p>DLUHC are planning to organise another Towns Fund conference for July 2024. Further details will be shared in due course.</p> <p>On 25.03.24 a package worth <a href="#">£40m for Levelling Up Partnerships in Hastings and Rother was announced</a>.</p>	
<b>9</b>	<p><b>Any Other Business</b></p> <p>None</p>	
	<p><b>Date of next meeting:</b></p> <p>21<sup>st</sup> May 10-11am</p>	