

Re-imagining Newhaven Board

Minutes of Board Meeting

Tuesday 21st May 2024

10am to 11am via MS Teams

Attendees:

Chair

Chris Ketley (CK)

Lewes District Council

- Christine Robinson (CR)
- Ian Fitzpatrick (IF)
- James MacCleary (JM)
- Lisa Rawlinson (LR)
- Zoe Nicholson (ZN)

Members of Houses of Parliament and Lords

- Baroness Janet Whittaker (JW)

East Sussex County Council

- James Harris (JH)

Community, Education and Business Representatives

- Alison Turner (AT)
- Annie Lorys (AL)
- Ben Anderson (BA)
- Dick Shone (DS)
- Duncan Kerr (DK)
- Penny Shimmin (PS)
- Rebecca Conroy (RC)
- Sarah Burge (SB)

Greater Brighton Economic Board Representative

- Andy Hill (AH)

Newhaven Enterprise Zone

- Corinne Day (CD)

Guest Speakers

- Kane Tudor (KT)
- Marc Stephens (MS)
- Sophie Missen (SM)

Secretariat (provided by Lewes District Council)

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

Apologies

- Dave Collins-Williams
- Emma Smith
- Graham Amy
- Ken Dry
- Maria Caulfield
- Mike Shorer
- Nigel Stewardson
- Robert Cottrill

1	<p>Welcome, Introduction and Apologies</p> <p>CK welcomed all to the meeting.</p> <p>The Chair shared an update on the Look Again Supergraphics Festival, announcing that over half of the murals have been completed. There are a series of events scheduled throughout June: https://www.lookagainnewhaven.co.uk/events</p> <p>The Chair reminded Board members of the following key dates: Festival launch on 1st June and the exclusive event including a tour which has been organised for Board members on 7th June, starting 2.30pm at The Sidings.</p>	
2	<p>Minutes of Last Meeting held on 22.03.24</p> <p>The minutes were agreed.</p>	<p>AS to check if Maria introduced Anthony Peters to the lead person for the Lewes based graffiti project.</p>
3	<p>Declarations of Interest</p> <p>JW declared an unremunerated interest of honorary fellowship of The Royal Institute of British Architects.</p>	
4	<p>Business Grants Programme Update and Round 2 Proposal</p> <p>Kane Tudor, from East Sussex County Council, provided Board members with an update on the successes of the Business Grants Programme.</p> <p>Overview</p> <ul style="list-style-type: none"> • Collaborated closely with colleagues at Lewes District Council on the design and delivery of the programme. • Offered 50% match grants of up to £20,000 to support business growth and improvement. • Launched in May 2023, the programme received incredible interest from Newhaven businesses. • Paused new applications in July 2023, reducing the maximum grant to £15,000 to support more businesses. <p>Delivery</p> <ul style="list-style-type: none"> • 70 expressions of interest from Newhaven businesses. • 20 businesses have been awarded a grant through the programme, and 19 of them are expected to complete. • Paid grants of £163,000 to date and expect this to rise to a total of £226,500. • The programme has unlocked £320,000 of private match funding. <p>Impact</p> <ul style="list-style-type: none"> • The programme supported £548,000 of investment in Newhaven businesses. • 30.3 FTE jobs will be created, with 6.5 of these already confirmed, and 23.0 FTE jobs have been safeguarded. • 6 projects have supported net zero / low carbon. • 9 projects supported the launch of new products and services. • 18 supported productivity improvements. • 17 increased spend in Newhaven, and 6 increased dwell time. • 7 led to further social value gains. <p>Amstech Group</p>	

<ul style="list-style-type: none"> • Amstech Group is a specialist asbestos removal company based in Newhaven. They specialise in all aspects of work with asbestos, including removal, encapsulation, and labelling. • The programme supported them to purchase two small decontamination units, enabling them to take on more domestic projects and grow their business and team. • This project led to them employing an additional two full time roles. <p>GW Ironworks</p> <ul style="list-style-type: none"> • GW Ironworks are a metal work company that sell and install gates, railings, security doors, stairs and more. • Their project included the purchase of a new van, which would enable them to take on larger more technical jobs and provide new services such as mobile welding. • The project increased their productivity by 30% and led to the creation of two new jobs. <p>Mamoosh</p> <ul style="list-style-type: none"> • Mamoosh are a specialist wholesale bakery making pitta bread, that needed to increase the capacity of their bakery to meet demand. • We supported them to buy machinery to increase the production. This included a water chiller and meter, and a pallet stacker. • This will enable them to make an additional 5,000 pittas per week and create three full time jobs. <p>Premier Impressions</p> <ul style="list-style-type: none"> • Premier Impressions specialise in print services, on pens, pencils and other small products. • We supported them to purchase a multi colour screen printing machine for drinkware products. They had previously been fulfilling drinkware orders by hand printing each bottle. • The business estimates that his project will substantially increase their turnover and will lead to three new jobs. <p>Additional Outcomes</p> <ul style="list-style-type: none"> • Engaged with 70 businesses in Newhaven, raising awareness of available business support. • Referred multiple businesses to the Growth Hub and other support programmes for additional assistance. • Two businesses have connected with the Department for Business and Trade (DBT) and are learning how to trade through the UK Export Academy. One of these is hoping to start exporting to Europe and North America. <p>JW to be provided with a full list of the grants awarded and expressed how good it is for manufacturing businesses to have received grants.</p> <p>JW asked what was being done to enhance building design in Newhaven? KT explained that wasn't part of the criteria for this fund but that it was covered by one of the Newhaven Enterprise Zone grant funding schemes.</p> <p>JM asked for more information about the net zero/low carbon projects supported through this Grants Programme. KT explained that this programme intended to deliver greater net zero/low carbon outputs, but the Newhaven Enterprise Zone fund launched at a similar time and businesses were referred to this fund instead, enabling the Business Grants Programme pot to support as many businesses as possible. This programme has supported an expanding business to purchase an electric van rather than a petrol/diesel alternative. Other projects that contributed to net zero priorities supported</p>	<p>Once Round 1 of the Business Grants Programme has completed, AS to share full list of the grants awarded with Board members.</p> <p>AS, MB and KT to arrange joint publicity of the successes of the Business Grants Programme.</p>
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	<p>lower energy and water use by improving efficiency through the adoption of new technologies.</p> <p>AS referred to the short briefing paper which had been circulated with the agenda, outlining the proposal to deliver a second round of the Newhaven Business Grants Programme.</p> <p>The financial information for Round 1 has yet to be finalised. The programme is currently waiting on the last few remaining businesses to complete the claim process. However, an underspend from Round 1 is anticipated. The exact value of the underspend will be ascertained once the claims process has been completed and the LDC legal fees have been finalised.</p> <p>10-12 businesses have registered to be kept informed if a Round 2 of the Business Grants Programme will be possible.</p> <p>A second round will help and support additional businesses. It will not be possible for businesses in receipt of grants from Round 1 to apply for Round 2.</p> <p>The Board approved in principle for LDC and ESCC to start planning the launch of a second Round of the Newhaven Business Grants Programme in Autumn 2024.</p>	
5	<p>Fish Processing Plant Update</p> <p>LR informed the Board that as part of Lewes District Council's original allocation of £12.68m of Levelling Up Funding in 2021, just over £1m was allocated to the delivery of a fish processing plant in Newhaven. The Council purchased an industrial unit on the Oak Estate in New Road and also purchased various pieces of equipment to enable it to be used by the Newhaven fishing community. LR presented photographs of the commercial unit, new chiller, freezer, forklift truck, pallet truck, ice making machine and the storage containers sited in the rear yard.</p> <p>All of the legal documents have recently been finalised for the CIC, and Board Members are currently reviewing a draft lease and a grant funding agreement that will allow them to purchase CCTV equipment and technological hardware for the building.</p> <p>The CIC are working with the fishing community on ensuring sustainable fishing practices and sustainable fishing products e.g. currently in the process of looking at branding a particular product, potentially a fish finger that could be rolled out to schools and also working with the Lewes Food Partnership.</p> <p>Board Members expressed how this project has created important infrastructure to support Newhaven fishers, 'bringing back the catch' to Newhaven and how it will open up opportunities for pop-up sales in the town and in the future a wider route to market.</p> <p>ZN expressed thanks to MC and Julie Carr for their support and involvement on the CIC. IF expressed thanks to Dave Guy who has played a critical role in the successful delivery of this project.</p> <p>CK asked when the Fish Processing Plant would be operational. LR informed the Board that as soon as the lease has been signed it can be used. Sharers agreements will then be issued for the building to enable other fishers to use it to land their catch, process the fish and use the freezer. The storage containers will also be leased out to the fishing community.</p>	

6	<p>Restaurant and Community Destination Update</p> <p>MS shared the proposed site plan and designs from the planning application which was submitted in January 2024 and a decision is expected in June/July. MS informed the Board about the plans to improve the biodiversity on the site. The new café will have indoor and outdoor dining and also a kiosk. The separate WCs will include a Changing Places unit which will provide a fully accessible facility including a shower. The site also includes an outdoor gym area, sand play, splash play and a performance lawn.</p> <p>Solar PV Panels have been incorporated into the green living roof, to support the sustainability and biodiversity of the development. The glazed elevation has some shading built in and a roof overhang to reduce solar gain without limiting the views from the site.</p> <p>The planning application includes upgrades to the pathway along Fort Road, to ensure continuation of the pedestrian access.</p> <p>The appointment of the architect is currently being finalised to develop the project through to detailed design. Planning on tendering and appointing the contractor September to November, with an estimate of starting on site at the end of this year. There will be a 12-month development period and a completion date of the end of 2025.</p> <p>JW asked if the car park would obscure the views from the restaurant. MS explained that the architect has set out the levels to ensure that cars parked on the promenade will not compromise the views from the restaurant or performance lawn.</p> <p>BA asked whether cliff erosion surveys had been carried out. MS explained this will form feedback from the consultee list as part of the planning process. The building will be set away from the cliff face.</p> <p>BA asked if consideration has been given to biodiversity net gain for the site? MS informed the Board that biodiversity has been built into the design and will be higher than the required levels for planning.</p> <p>JM asked about flood mitigation and site security. MS explained that a flood risk assessment has been carried out as part of the detailed design work and in terms of the levels. The detailed design process will look at preventing or reducing the spray coming up over the wall. Secure by design will include the choice of materials, shuttering and security modes that will be considered in the detailed design.</p> <p>ZN noted the brilliant collaboration on this project and the importance of partnership working. ZN informed the Board that any net profit from the operator will go back into the Newhaven Fishing CIC.</p>	
7	<p>Re-imagining Newhaven Programme Dashboard</p> <p>AS referred to the Programme Dashboard that was circulated with the agenda and explained that the dashboard is based on the data received from all the delivery partners and project managers up to 31st March 2024.</p> <p>JW asked to see the Newhaven Square designs. MS explained that the designs were submitted as part of the planning application and at present, the final designs are being worked through. MS offered to provide an update at the next Board meeting.</p>	MS to provide Newhaven Square designs and project update at the next Board meeting.
8	<p>Newhaven Enterprise Zone (NEZ) and Creative Newhaven Update</p> <p>CD provided an update on the following:</p>	

	<ul style="list-style-type: none"> • NPP are currently refreshing their masterplan – the subsequent action plan will identify where the Enterprise Zone could provide investment and support the sector. • Newhaven Marine and Maritime Sector survey received 18 responses from across the sector and the action plan will be discussed at the Enterprise Zone Board meeting on 13th June. • There are aspirations to introduce a sail cargo service in Newhaven – a palletised form of moving cargo by sailboat, not by engine/diesel and providing an onwards logistic service. • The NEZ Town Centre Revitalisation fund will deliver shop front revitalisation. A design guide is currently being drafted. • Towner have submitted a bid to the British Arts Council for a big collaboration project with the Vietnamese community next summer. 	
9	<p>DLUHC Strategic Updates</p> <p>An update will be circulated via email.</p>	ES to send DLUHC strategic update to AS for circulation.
10	<p>Any Other Business</p> <p>JH announced they will be planning a tour of the County including a visit to Newhaven for ESCC's new Lead Member for Economy – Cllr Penny di Cara.</p> <p>IF suggested the Board invites Joe Hill from Towner to provide an update on the programme of activities taking place at the Marine Workshops this summer.</p>	AS to invite Joe Hill to attend the next Board meeting.
	<p>Date of next meeting:</p> <p>16th July 10-11am on MS Teams.</p>	