

Re-imagining Newhaven Board

Minutes of Board Meeting

Monday 30th September 2024

11am to 12.30pm via MS Teams

Attendees:

Chair

Chris Ketley (CK)

Lewes District Council

- Christine Robinson (CR)
- Lisa Rawlinson (LR)
- Zoe Nicholson (ZN)

Members of Houses of Parliament and Lords

- James MacCleary (JM)

Government's Local Growth Team

- Emma Smith (ES)

Community, Education and Business Representatives

- Andrew Tucknott (ATu)
- Ben Anderson (BA)
- Dave Collins-Williams (DCW)
- Duncan Kerr (DK)
- Mike Shorer (MS)
- Nick Backstrom (NB)
- Penny Shimmin (PS)

Newhaven Town Council

- Graham Amy (GA)

Newhaven Enterprise Zone

- Corinne Day (CD)

Guest Speakers

- Helen Blanche, LDC (HB)
- Marc Stephens, LDC (MSt)

Secretariat (provided by Lewes District Council)

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

Apologies:

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| ○ Alison Turner (AT) | ○ James Harris (JH) |
| ○ Andy Hill (AH) | ○ Ken Dry (KD) |
| ○ Annie Lorys (AL) | ○ Nigel Stewardson (NS) |
| ○ Baroness Janet Whittaker (JW) | ○ Rob Cottrill (RC) |
| ○ Dick Shone (DS) | |
| ○ Ian Fitzpatrick (IF) | |

1	<p>Welcome, Introduction and Apologies</p> <p>CK welcomed all to the meeting.</p> <p>The Chair expressed thanks to Rebecca Conroy for her representation on the Board and welcomed Nick Backstrom, the new representative for East Sussex College.</p> <p>The Chair announced a second farewell and thank you to Sarah Burge for her contribution to the Board. Sarah has a new Sussex-wide role and is in the process of finding out if an equivalent place-based role falls under someone else's remit.</p> <p>The Chair welcomed, Andrew Tucknott from Tomsetts Distribution, a new Board member representing the local business community.</p> <p>The Chair announced that the Town Centre Revitalisation Fund is proving popular. 6 businesses are already in the pipeline and are preparing their applications. The Newhaven Enterprise Zone is working with the first cohort to raise the aspirations for other businesses to follow. The aim is to support 16 businesses between now and summer 2025 with an average grant each of £6250.</p>	
2	<p>Minutes of Last Meeting held on 16.07.24</p> <p>The minutes were agreed.</p>	
3	<p>Declarations of Interest</p> <p>No declarations were declared.</p>	
9 (agenda item taken early)	<p>Government Strategic Update</p> <p>ES provided an update to the Board following the change of administration.</p> <p>The Deputy Prime Minister has invited expressions of interest in a Devolution Deal.</p> <p>Currently waiting the outcome of the Government's budget and spending review regarding future grant funding opportunities. There is an expectation that existing funding commitments and allocations will proceed. It is expected there will be a future focus on local growth plans, with ports being an important component.</p>	
4	<p>Fort Road Recreation Ground update</p> <p>HB announced additional funding that has been secured for the project: £268,000 of CIL funding and £100,000 from LDC. The additional LDC funding will enable the demolition of the existing toilet block and complete replacement.</p> <p>Shakespeare Hall: will be retrofitted including roof replacement to ensure long term sustainability, incorporate a café into the building and the creation of a big community room. The children's nursery will be relocated to the Football Club during the construction phase.</p> <p>Cricket Club: will be refurbished, opened up inside to create a larger community room and a grant has allowed Wi-Fi to be recently installed. Heating will be introduced to enable the building to be used all year round, it is currently only in use for 6 months of the year.</p> <p>The CIL funding will provide a new play area, outdoor gym equipment and artificial cricket wicket.</p> <p>Brighton Permaculture Trust are interested in the creation of a community orchard, community garden and holding courses in the space where the existing play area is located. This land could be leased to the Trust to reduce grounds maintenance costs. JM raised concerns about the ongoing maintenance responsibility. HB confirmed there would be a 3-year maintenance plan in place.</p>	

	<p>The team is ensuring the build has little or no impact on the wildlife. The landscaping will be based on biodiversity, e.g. introducing naturalised hedging, tree planting perennials that attract wildlife and butterflies, and creating better connectivity to the Castle Hill Nature Reserve. HB is also in touch with Natural England.</p> <p>JM pointed out the amount of paving in the artist impression that was shared as an image at the Board meeting. HB confirmed this is just an impression and does not reflect the sustainable planting that is planned or the levels that will be changed to ensure the area is inclusive for wheelchair users and pushchairs.</p> <p>JM asked about storage for the cricket nets. HB confirmed there is a space earmarked next to the Cricket Pavilion and that they are currently exploring additional funding opportunities. HB also stated that the shipping container at the back of Shakespeare Hall will be refurbished to provide additional site storage.</p> <p>BA mentioned there are funding opportunities associated with insulation.</p> <p>GA raised the issue of vehicles parking across the dropped kerb adjacent to the existing toilet block.</p> <p>GA asked for the Castle Hill Group to be involved in the plans and to discuss the potential changes. HB confirmed she had met with Pascale (Biodiversity Officer) at Lewes and Eastbourne Councils who will be liaising with the group.</p> <p>MS asked whether solar would be incorporated into the new roof on Shakespeare Hall. HB confirmed the existing gas boiler is in very good condition and for the time being, making use of what is already there. There is potential for the introduction of solar and heat source pump further down the line.</p> <p>BM discussed future communications being timed with the update of www.fortroadnewhaven.org.</p> <p>ATu offered to make an introduction to the company that has recently installed new toilets with anti-vandal fittings in their lorry park.</p> <p>The project will shortly be going out to tender for a main contractor and the build will commence March/April 2025.</p>	<p>BA to send HB information about insulation grant funding opportunities</p> <p>ATu to introduce HB to the toilet installation company</p>
5	<p>Wave Active and GP Collaboration</p> <p>DK provided an overview of Wave Active which manages 15 leisure facilities across the Eastbourne Borough and Lewes District. As a charity, they ensure all surplus revenues generated from activities are reinvested back into the community e.g.</p> <ul style="list-style-type: none"> • facility developments and refurbishments • employment opportunities • new health programmes • inspiring active lifestyles <p>with a vision to be at the heart of the improvement of health and wellbeing in the community, supporting individuals to gain, regain and maintain positive health, fitness and wellbeing.</p> <p>Since 2014, Wave Active have gained a reputation for the provision of health-related programmes and that is either in isolation or in partnership with health care partners, this has led to Wave Active partnering in the design and development of the Newhaven Health and Wellbeing Hub.</p> <p>Wave Active health strategy:</p> <ol style="list-style-type: none"> 1) Health interventions: Design and delivering behavioural change and activity programmes and pathways that helps those suffering from injury, illness and health 	

	<p>conditions. Wave Active have over 30 different health intervention courses and activities running weekly e.g. cardiac rehab, stroke rehab, cancer rehab. The Newhaven Health & Wellbeing Hub will be the perfect venue to deliver and expand on that programme.</p> <p>2) Providing environments: Appropriate environments for those with health conditions, ensuring that customers and members can continue their activity e.g. ensuring the dedicated spaces have the right equipment for people with health conditions and illness. The health hubs are also ideal settings for participants to gather, to socialise and to support each other.</p> <p>3) Health Hubs: Purpose built destinations and specifically in relation to Newhaven, a partnership project between Lewes District Council, local primary healthcare services, NHS Sussex and Wave Active. This Health Hub will bring together and link resources between primary healthcare and leisure professionals under one roof to provide proactive and dynamic care. There will also be the potential for connections with complimentary voluntary community and social enterprise services. This person-centred care will have an emphasis on positive outcomes of physical, mental and emotional health and wellbeing.</p> <p>The goal is to change the way clinical and leisure health professionals work together on a daily basis to improve the health and wellbeing of the local community in Newhaven and surrounding communities.</p>	
6	<p>Social Enterprise Incubator Update</p> <p>PS informed the Board that the property on Denton Island is no longer available to refurbish to deliver the Social Enterprise Incubator project and SCDA have been exploring potential alternative sites with the support of LDC.</p> <p>SCDA has been working with Boutique Modern to explore the idea of constructing a lightweight building to deliver Social Enterprise Incubator space utilising the existing footprint of SCDA's leasehold. Aiming to submit planning application in December 2024.</p> <p>PS requested to draw down the remaining unclaimed funding to enable the process of detailed plans and costings for an alternative location to deliver the Social Enterprise Incubator project. LR asked to discuss the additional request for funding with PS outside of the Board meeting, due to the change in project location, prior to seeking Board approval.</p>	
7	<p>Newhaven Square Communications Strategy</p> <p>MSt informed the Board that following LDC Cabinet approval, the business case has been signed off internally and the agreements for lease have been finalised.</p> <p>MSt announced both sets of agreements for lease will imminently be signed, and at which point, the development contract will be issued. Contractor activity will commence on site from the end of October with a delivery of Spring 2026.</p> <p>Letters have been drafted and will be distributed to all local businesses to provide an update and the team will visit the different businesses.</p> <p>The team are currently working with a local art group to design the new hoarding which will include contractors' information and general update information, with QR codes linking to web pages with the latest updates.</p> <p>Dacre Road Car Park: The largest of the two external decks, has been reopened. The very top section which is around 20 spaces is being retained for use by the contractor to aid the removal of the scaffolding when ready and it will also be used for contractor parking and storage of materials.</p>	

	<p>MS said the QR code and web links will be well received locally and that it is important for the local community to see that things are happening. MS asked if the scaffolding will come down as soon as the roof is replaced. MSt confirmed the roof will be done at an earlier stage but informed the Board that the scaffolding is not just a cover, it is structurally supporting the building.</p> <p>GA asked whether the compass/time capsule outside 10 Newhaven Square will be repaired. MSt confirmed that this feature is already being assessed through the Wayfinding and Public Realm Improvements programme in the town centre. It will also be protected from further damage while the works take place.</p>	
8	<p>Re-imagining Newhaven Programme updates and monitoring reporting to MHCLG</p> <p>AS informed the Board that under the Pathfinder Pilot scheme, quarterly monitoring reports are provided to Government. Quarters 1 & 3 require light touch updates on the 13 projects and quarters 2 & 4 are very in-depth reports which include:</p> <ul style="list-style-type: none"> • Programme and project progress • Spend RAG rating • Delivery RAG rating • Outputs and outcomes • Financial reporting • Risks. <p>As well as reporting to Government, quarterly Dashboards are produced for the Board.</p> <p>AS recently met with the Pathfinder Pilot team at MHCLG and provided verbal updates on all the projects. AS also sent the team a visual document containing images of all the different projects.</p> <p>There are only 10 Pathfinder Pilots in total. AS meets with the other Pathfinder Pilot Local Authorities on a regular basis – it's a great opportunity to share good practice and to provide collective feedback to MHCLG about the shared challenges and make collective recommendations for how they can implement improvements as part of this pilot.</p> <p>AS presented some project highlights and milestones that have been achieved since the Board last met:</p> <ul style="list-style-type: none"> • Round 2 of the Newhaven Business Grants Programme will launch week commencing 25th November. Marketing materials will be circulated to Board members to share with their networks nearer the time. There is already a waiting list of Newhaven businesses who are interested in the second round. • Wayfinding and Public Realm Improvements Programme - the corner of South Way and Riverside North, an ESCC-owned site, has long been identified for regeneration. There were two overgrown holm oaks which had obscured the seating area completely and this had made the space attractive for antisocial behaviour, tagging, and littering. When the flood wall was raised a few years ago, it obscured the view of the river from this seating area. This area now looks brilliant, the project has delivered new seating with a raised level and an upgraded West Quay sign. Low-maintenance planting is also planned for this area. • The Planning Application for the Restaurant and Community Destination project was approved on 24th July. Work has started on the translocation of the reptiles and Heras fencing has been erected on site with signs explaining what is happening. Work has also started on the detailed design and the project team are currently discharging the conditions attached to the planning permission. <p>AS asked the Board to approve an administrative request to move £4000 from the Wayfinding and Public Realm Improvement project to Newhaven Square project. This is</p>	<p>AS to circulate the Re-imagining Newhaven Programme visual document to Board members</p> <p>AS send Round 2 Business Grants marketing materials to Board members for circulating with their networks</p>

	<p>because £4000 was spent on the Future High Streets Fund Wayfinding project before the two Wayfinding projects were combined into one. The request is to counterbalance £4000 of Future High Streets Fund Wayfinding expenditure which occurred prior to the Pathfinder Pilot commencing. It will not result in the Newhaven Square receiving additional funding, it will just correct historical expenditure which has been made against this project and should have instead been coded to the combined Wayfinding & Public Realm Improvement project. This project previously had two cost centres when Wayfinding was originally being delivered by two different funding streams.</p> <p>The Board approved the administrative request to move £4000 from the Wayfinding and Public Realm Improvement project to Newhaven Square project.</p> <p>MS asked if the outside gym was necessary as part of the Restaurant & Community Destination project. MSt confirmed that it's a requirement of the funding bid to deliver this output. HB stated that a trim trail will be installed at the Fort Road Recreation Ground instead of static outdoor gym equipment and that the quality of steel has been greatly improved since the original outdoor gyms were installed.</p>	
10	<p>Any Other Business</p> <p>DCW informed the Board about the new Port Masterplan which has recently been published: https://www.newhavenport.com/newhaven-port-menu-header/port-masterplan.html</p> <p>The Masterplan has already received positive feedback from Department for Transport.</p>	
	<p>Site visit and date of next meeting:</p> <ul style="list-style-type: none"> • Hard Hat Tour of Newhaven Fort - 21st November 12.30-1.30pm • Re-imagining Newhaven Board meeting - 29th November 11am to 12.30pm 	