

Lowestoft Place Board – Minutes

7th September 2021, 14:00-16:00| Virtual - MS Teams



Attendees (Board)	Apologies (Board)
Stephen Javes – Chair Andrew Brown – Anglian Water (& BiTC) Anne Rawstron – Department of Work and Pensions Cllr Ben Falat – Parish Councils representative Cllr Colin Butler – Lowestoft Town Council Cllr Craig Rivett – East Suffolk Council Cllr Paul Ashdown - Lowestoft Community Forum Danny Steel – Lowestoft Vision David Carlin – CEFAS Emma Butler Smith – Marina Theatre Genevieve Christie – FlipSide James Garland – Park Holidays James Robb – Marks and Spencer Jennifer Cushion – Suffolk Chamber Keith Moore – Environment Agency Paul Ager – Associated British Ports Peter Aldous – MP Phil Aves – Lowestoft Rising Steven Hodger – Scottish Power Renewables Stuart Rimmer – East Coast College	Hayley Mace – New Anglia Local Enterprise Partnership Cllr Richard Smith– Suffolk County Council Amanda Ankin – Suffolk Chamber
Attendees (Officers/Speakers)	Apologies (Officers)
Andrew Jarvis – East Suffolk Council Darren Newman– East Suffolk Council Gary Bellward – East Suffolk Council Jason Benham – BiTC Benjamin Porter – East Suffolk Council Karen Thomas – Coastal Partnership East Kerry Blair – East Suffolk Council Marie Webster Fitch – East Suffolk Council Nicole Rickard – East Suffolk Council Paul Wood – East Suffolk Council Phil Harris - East Suffolk Council Philip Ridley – East Suffolk Council Helen Johnson – East Suffolk Council Cllr Alice Taylor – Lowestoft Town Council	Mark Ash – Suffolk County Council

	Description	Lead
1	Welcome and approval of previous meeting minutes and actions from previous meeting The Chair asked if there were any comments regarding the last meetings minutes that were circulated prior to the meeting. No comments were raised, and the Chair formally approved the minutes.	Stephen Javes
2	Introduction of new members Although unable to attend today, the Chair welcomed, on behalf of the Board, Cllr Richard Smith (Suffolk County Council) and Tom McGarry (EDF). The Place Board also welcome James Robb from Marks and Spencers, who is in attendance today.	Stephen Javes
3	Covid update Covid Grant Programmes £100m+ has now been allocated to small businesses across East Suffolk via the Covid Recovery Fund (CRF). ESC is now managing the Welcome Back Fund (WBF) to support town	Paul Wood Nicole Rickard Phil Aves

	<p>centre recovery; however, the European Regional Development Fund (ERDF) have been restrictive on how ESC can issue this. As part of the WBF, pilot projects are being undertaken which include digital trails and experiences, supporting town centre celebrations (supporting markets, street performances, and other public events), and digital high street presence to help support smaller business and help them retain their physical shops. It should be noted that not every town will be in the pilot stage, but if successful we will look to roll out to other towns in East Suffolk.</p> <p>The Plan for the Future grant – element for medium term business support measures. The fund must be spent by March 2022 and will launch this month. The grant pot is, however, small, and we anticipate business to match fund to support growth.</p> <p>One of the longer lasting Covid issues at present is recruitment and supply chains, which is a national and international issues, not just restricted to East Suffolk.</p> <p>Peter Aldous asked if the CRF could be used for Christmas promotional activities, and if so, would consideration be given to including Lowestoft Vision. Marie Webster-Fitch advised that the Economic Development team plan to work with the BID and have allocated money within the Welcome Back Fund for the creation of a shop local campaign in the run up for Christmas.</p> <p>Communities The Community Intervention Team has been funded through the Outbreak Management Fund, who have been responding to outbreaks, and supporting people in accessing vaccinations especially in hard-to-reach areas. The team also advised holiday and hospitality businesses on how to reopen safely following the ease of restrictions.</p> <p>The Covid Recovery and Response Plan has seen £1.8m invested to support the most vulnerable in our community.</p> <p>Lowestoft Rising North East Suffolk now has 1-2 rough sleepers but for various reasons cannot return to accommodation. The majority of people who were rehoused at the beginning of the pandemic remain in accommodation. Lowestoft Rising is fully funded to keep people safe. Rooms at the next steps building, designed for people who require a higher level of support than regular accommodation could provide, are filling up.</p> <p>During the summer, 8 churches supplied 800 meals for families during the 6-week holiday period. Kerry Blair noted that ESC is in the final stages of agreeing a move for Lowestoft Foodbank to a site at Riverside. This will act as a storage and distribution point, after the foodbank leaves its current storage premises later this year. The aim is to ensure that there is no service disruption as we lead into winter.</p> <p>East Coast College The college now has vaccine buses providing on site jabs over the next few weeks for students. Additionally, the college continued to fund free school meals (FSM) throughout the summer period for families that were experiencing hardship.</p>	
4	<p>Towns Deal Update Advance of grant - MHCLG have confirmed that ESC will receive 5% of the £24.9m (£1.24M) in September 2021 to enable the development of projects. This 5% funding will need to be spent before further funding can be drawn down.</p> <p>Submission of Projects - MHCLG have now confirmed that each project can be submitted on an individual basis once the business case has been completed. This is a change from wanting all projects at once – ESC are required to provide an update on when we plan to submit business cases.</p>	Darren Newman

	<p>Monitoring and evaluation - Updates to be provided to MHCLG in Dec and June of each year until the completion of the programme</p> <p>Updated Financial Profile - An update on the financial profile submitted in May is required by the 27th September</p> <p>A draft Monitoring and Evaluation (M&E) Plan was submitted to Government on 24th May 2021, which included both mandatory and optional indicators. ESC are required to provide 6 monthly updates in December and June, for the next 6 years. The M&E Plan will require sign off from East Suffolk Council's Section 151 Officer and the Chair of the Lowestoft Place Board.</p> <p>Darren Newman provided an update on the financial profiles and programme indicators.</p> <p>Action: Regeneration Programme team to arrange additional meeting to link into the December-June deadlines.</p>	
5	<p>The Historic Quarter</p> <p>Town Hall</p> <p>Cllr Taylor provided an update on how Lowestoft Town Council have progressed with the Town Hall since it was transferred as an asset from the former Waveney District Council to Lowestoft Town Council. Cllr Taylor thanked East Suffolk Council's Regeneration team for their support to date on the bid to the National Lottery Heritage Fund as it would not have been able to progress otherwise.</p> <p>Historic Quarter</p> <p>North Lowestoft Conservation Area is considered an area at risk due to poor maintenance, overgrown vegetation, and threat to the historic assets. The maintenance issues will be discussed later in the agenda.</p> <p>Helen provided a presentation on the feasibility study to date surrounding the Scores, Triangle Market, and public realm, showcasing improved connectivity, public art installations, lighting enhancements and reintroduction of the hanging gardens.</p> <p>The hanging gardens would see:</p> <ul style="list-style-type: none"> • The creation of green spaces leading towards the Historic Parks and Ness Park. • Creation of threshold spaces and wayfinding • Grey to Green and creating occasional spaces, play area, community garden, Amphitheatre • Public art and street art at key points • Solutions for leftover/unmaintained land • 'Greening up' of Whapload Road • Opportunities for community action • Lighting – a safer and more welcoming environment <p>Andrew Brown wondered if the interactive art areas could draw on the recent 'Banksy' interest, looking at perhaps community artworks.</p> <p>Kerry Blair wanted to reassure the Place Board that a review of the maintenance of the public realm is being undertaken. Andrew Brown noted that Anglian Water run successful community volunteer groups (river and beach focused) with Keep Britain Tidy and is happy to speak to Helen about how those work.</p> <p>Phil Aves suggested that there is an opportunity for businesses to adopt one of the Scores.</p>	Helen Johnson/ Alice Taylor
6	<p>Project Update</p> <p>Actions to date:</p> <ul style="list-style-type: none"> • Review of projects and impacts on possible State Aid 	Darren Newman

	<ul style="list-style-type: none"> • Set up independent review of business cases • Benefit cost ratio • Successful expression of Interest submitted for £4,754,900 through Cultural Development Fund - match funding for the Town Hall, Battery Green and Post Office – next stage is a full application (Subject to East Suffolk Council Approval) <p>Next steps</p> <ul style="list-style-type: none"> • Communications Plan • Continued development of the business cases <p>Upcoming milestones</p> <ul style="list-style-type: none"> • Profile spend 2021/22 – target September 2021 • Completion of Business cases – target October 2021 • Independent review of business case - Submission 31st October 2021 • Cabinet Approval - 4th January 2022 (but to be submitted by Regeneration team November 2021) • Place Board approval - February 2022 <p>Darren provided an update on each project area business case.</p>	
7	<p>City of Culture – Great Yarmouth and East Suffolk 2025</p> <p>Changes to the application process for CoC now allows areas, along with Cities, to apply.</p> <p>Following discussions between ESC & GYBC, including external expert advice, a joint expression of interest highlighting the following was submitted in July:</p> <ul style="list-style-type: none"> • 70 miles of spectacular Coastline (with a focus on Lowestoft & Great Yarmouth) • Shared opportunity in renewable energy • 20m visitors per year • National Park & Area of Outstanding Natural Beauty • £63M of Government funding supporting Town's deal, heritage actions Zones and Future High Streets with a focus on heritage • In addition, massive investment in transport, digital, coastal protection, and business infrastructure <p>Key dates:</p> <ul style="list-style-type: none"> • Expression of Interest submitted - 19th July 2021 • DCMS to announce longlist (6 destinations) in September 2021, following which the 6 towns will develop grant application • Submission of grant application – January 2022 • DCMS announce short list (3 destinations) – April 2022 • DCMS visit to shortlisted Destinations • Winner announced - May 2022 <p>Our Themes</p> <ul style="list-style-type: none"> • The irresistible Pull • The silver darlings... • The Blue space • The landscape that ate my heart • Take off your thinking, gotta listen to your heart... 	Andrew Jarvis
8	<p>Maintenance and Pride</p> <p>Cllr Rivett noted that he and Peter Aldous MP have been receiving an influx of email concerns regarding the problems seagulls are causing around the town. Kerry Blair advised that ESC will be looking to work with RSPB with regards to the Gulls, as well as reviewing our responsibilities as a council with regards to maintenance.</p> <p>Danny Steel and Cllr Taylor noted that Lowestoft Vision have been looking at the seagull issues over the years, but the hawks that they have used in recent years are not having</p>	Stephen Javes

	<p>much of an effect now. Another option that Lowestoft Vision have looked into is to address the nests, which would need to be completed over a period of at least 3 seasons. Following the national attention on the Kittiwake nettings, a Kittiwake Management Board has been set up. BT invested in one of the affected buildings to support the Kittiwake colony.</p> <p>Helen Johnson and Danny Steel recently undertook a walkabout with Norse, and there have been some steps forward, but going forward ESC needs to ensure that maintenance contracts are value for money.</p> <p>In terms of pride, the Place Board and ESC need to ensure that comms with the public is efficient as projects progress e.g., East Point Pavilion. Whilst work is continuous and project development takes time, the public perception is that there is little to no progress. Stuart Rimmer noted that pride of place can go beyond the environment or seagulls but is pride in the people and would be beneficial for us to find ways to celebrate the everyday heroes in the town, the next generation of apprentices, those who graduate, the businesses, our artists etc, to create a narrative which is about success, and can be linked into the place making work.</p> <p>Action: Stephen Javes, Darren Newman, and Andy Jarvis to look into how ESC and the Place Board can develop pride in the town.</p> <p>Action: Kerry Blair to provide a presentation/update at next Place Board regarding changes to street cleaning.</p>	
9	<p>AOB</p> <p>Jennifer Cushion highlighted the launch of the Lowestoft and Waveney Chamber Business Awards and encouraged nominations from members of the group. For more information please visit: Awards - Suffolk Chamber of Commerce</p> <p>Meeting closed by Chair.</p>	Stephen Javes