

# Lowestoft Place Board – Notes

Tuesday 18<sup>th</sup> January 2022 10:00 - 12:00 | Virtual - MS Teams



Attendees (Board)	Apologies (Board)
Stephen Javes – Chair Amanda Ankin – Suffolk Chamber Andrew Brown – Anglian Water (& BiTC) Anne Rawstron – Department of Work and Pensions Cllr Colin Butler – Lowestoft Town Council Cllr Craig Rivett – East Suffolk Council Cllr Paul Ashdown - Lowestoft Community Forum Cllr Richard Smith– Suffolk County Council Danny Steel – Lowestoft Vision Emma Butler Smith – Marina Theatre Genevieve Christie – FlipSide Keith Moore – Environment Agency Phil Aves – Lowestoft Rising Mark Kirby – CEFAS	Stuart Rimmer – East Coast College Paul Ager – Associated British Ports Tom McGarry – EDF Hayley Mace – New Anglia Local Enterprise Partnership Steven Hodger – Scottish Power Renewables Tim Green – CEFAS Peter Aldous – MP
Attendees (Officers/Speakers)	Apologies (Officers)
Andrew Jarvis – East Suffolk Council Darren Newman– East Suffolk Council Emma Bloom – East Suffolk Council Gary Bellward – East Suffolk Council Jason Benham – BiTC Benjamin Porter – East Suffolk Council Kerry Blair – East Suffolk Council Paul Wood – East Suffolk Council Philip Ridley – East Suffolk Council Sarah Foote – Lowestoft Town Council	Nicole Rickard – East Suffolk Council Mark Ash – Suffolk County Council Karen Thomas – Coastal Partnership East Marie Webster Fitch – East Suffolk Council

	Description	Lead
1	Welcome and approval of previous minutes	Stephen Javes
2	Actions from last meeting <ul style="list-style-type: none"> <li>Kate to circulate proposed Cultural Quarter drawings with minutes - <i>completed</i></li> <li>Place Board to provide comments as soon as possible regarding amendments prior to January 2022 meeting – <i>no comments received</i></li> <li>Andy Jarvis will speak to Councillors whose wards will be directly affected/improved by changes to gather support – <i>to be picked up in agenda</i></li> <li>Stephen will speak to Stephen Baker to assess possible help from Lord Bassam – <i>to be completed</i></li> <li>Darren will explore award options to encourage the public to take part and will also engage with Lowestoft Vision - <i>completed</i></li> <li>Emma Bloom to be invited to next Board to update on Festival of Suffolk – <i>to be discussed in item 7</i></li> </ul>	Stephen Javes
3	<b>Approval of submission documents for the towns deal</b> Darren Newman presented to the board the plans, timeframes, outputs and the next steps. Board members and offices were encouraged to discuss the summary documents with colleagues, but the documents are not for circulation outside the Place Board. Today the Regeneration team are seeking the Boards approval of the summary documents circulated that we will submit to Government in March. The Chair will sign the documents on behalf of the group following approval.	Darren Newman

	<p>As of today, we see no major changes but are still awaiting a few final elements of information. Minor changes may still be required but this will bear no impact to the overall project, outcomes or budget. To clarify, any major changes will come back to the board for approval, and we will continue to provide updates on projects to the Place board.</p> <p>All business cases have been independently evaluated against HM Government Green Book standard. No comments have been received from Place Board members following the last meeting.</p> <p>Timeframe</p> <ul style="list-style-type: none"> <li>• 18<sup>th</sup> January 2022 – Place Board approval of submission document</li> <li>• 1<sup>st</sup> March 2022 – East Suffolk Council Cabinet approval</li> <li>• 31<sup>st</sup> March 2022 - Submission to DLUHC</li> </ul> <p>Seafront Vision: Darren presented the anticipated benefits to the Board. It was advised that to do everything outlined in the masterplan would total over £15m but many of these actions are long term aspirations and would require other projects to come forward as a phase 1 development. It was also noted that the Seafront development links to other towns deal project.</p> <p>Darren asked the Board for approval. Stephen noted no objections and confirmed that the Board approved this.</p> <p>Station Quarter: Darren presented the anticipated benefits to the Board, and also advised of the investment in Conservation through the High Street Heritage Action Zones outside of the Towns Fund. Darren asked the Board for approval. Stephen noted no objections and confirmed that the Board approved this.</p> <p>Historic Quarter: Darren presented the anticipated benefits to the Board. Cllr Butler advised that LTC have a meeting with NLHF later this week regarding the Town Hall. Darren asked the Board for approval. Stephen noted no objections and confirmed that the Board would approve this.</p> <p>Port Gateway: Darren presented the anticipated benefits to the Board. Darren asked the Board for approval. Stephen noted no objections and confirmed that the Board approved this.</p> <p>All 4 projects discussed were approved by the Place Board for submission to Department for Levelling Up, Housing &amp; Communities (DLUHC).</p>	
4	<p><b>Update on the Cultural Quarter</b></p> <p>Darren advised that we were not seeking approval for this project today, and has been omitted from the Summary Documents.</p> <p>The reasoning for this is that the scale of the Cultural Quarter ambition has grown; reflecting the demand in the market from property research carried at project Feasibility Assessment and test again at Viability Assessment.</p> <p>Additionally, to date consultants have continued to suggest a large scale Cultural Quarter development opportunity, but have not presented a permanent, one storey option at Battery Green as preferred, due to the fact that this option may not provide a long term viable solution. At the point of the TIP project submission the costings to date were used to allocate funds against a single storey build however, through options appraisal as part of the Business Case it now considered essential to draw in additional money to realise the full potential of the Battery Green development.</p>	Darren Newman

	<p>When we submitted the TIP, these projects were grouped in as one.. We have defined the projects move and given under Lowestoft Town Council/Marina Theatre Trust will be very much in charge of the theatre project with ESC's role to ensure outcomes align with TIP objective / aspirations for the town.</p> <p>Emma Butler-Smith asked whether the alterations to the programme will affect the Marina Theatre – Darren advised that this is just with regards to the business case and documentation submission timeframe/delivery timeframe remains unchanged at this time. Darren assured the Board that we are actively engaged with the Marina Theatre.</p> <p><b>Action: Update to be provided at next Board meeting</b></p>	
5	<p><b>Respect Lowestoft</b></p> <p>Over the past few months we have been holding conversations with various partners which has seen Cllr Mallinder, Peter Aldous and local ward Councillors actively working behind the scenes.</p> <p>We have been exploring how to pull all the partners together</p> <p>Phil raised concerns about the use of phrasing e.g. Respect Lowestoft as it conjurs similar potential conflicts/confusion to that of using Pride in Lowestoft, with this view supported by several members of the board.</p> <p>Cllr Butler asked if LTC has been engaged. Andy advised not at this time as we are still in early stages development, but agreed with the Chair that a discussion needs to take place and a task group formed.</p> <p><b>Action: Stephen, Andy and Darren to discuss branding and task group for pride of place.</b></p> <p><b>Lowestoft in Bloom</b></p> <p>We are keen to work closely with the existing Lowestoft in Bloom. Danny Steel advised that Lowestoft Vision would be keen to involved and currently sponsor the existing plants and decoration, however funds are limited and may need additional financial contribution for Lowestoft in Bloom.</p> <p>Danny also noted Lowestoft Vision are also planning two continental markets for 2022 which will help footfall in the town.</p> <p>Danny is currently sits on the Kittiwake Partership group which consists of local businesses and partners who are currently exploring options with RSPB to see if the town can eliviate some of the fouling and disruptive issues, but avoid disrupting the nesting.</p> <p><b>Action: Danny to send information to Emma Butler-Smith about the Kittiwake group.</b></p> <p>Phil advised that we should be using the Ambassador Programme to engage with people and to promote pride in the town. Amanda Ankin agreed and advised that there is an opportunity for the Place Board to speak directly to businesses via Chamber networks, but reiterated that this should be interlinked with the Ambassadors group.</p>	Stephen Javes
6	<p><b>Lowestoft Street Cleaning</b></p> <p>Following feedback from the public and Place Board regarding cleanliness and the general unkempt look of the town, the Assets team have been exploring how we move forward.</p> <p>Kerry presented information to the board including reposnsibilities of ESC, SCC, busineses, landowners and residents.</p> <p>Kerry explained the situation at present. We can see a deterioration in the cleanliness of our town centre and surroundings. Weed spraying was only undertaken once last year, which was followed by a subsequent rainstorm, and accelerated weed growth around the town.</p>	Kerry Blair

	<p>We have reviewed our contract with Norse, and determined that the services would be taken back in house by creating a LATCO which will be in place by 2023. This means that we have greater control and ability to make changes. Kerry explained the new standards, team structure, and company.</p> <p>East Suffolk Council have also invested in new equipment, and are currently out to procurement for 5 new street cleaning machines.</p> <p>Kerry finally noted other opportunities including:</p> <ul style="list-style-type: none"> <li>• Impact of RAWs and 'on the go' containers</li> <li>• Local involvement using Aldeburgh as an example</li> <li>• Towns Fund – investing in our assets</li> <li>• Local involvement – the role of community groups and local businesses</li> <li>• Community litter picks – how do we incentivise these away from 'beauty spots'?</li> </ul>	
7	<p><b>Festival of Suffolk</b></p> <p>Emma presented to the group advising of the thinking behind the Festival of Suffolk. The Festival is Suffolk's unique contribution to the national Jubilee celebrations as the country and Commonwealth marks the historic Queen's Platinum Jubilee, her 70-year reign as Monarch and her impact on the world.</p> <p>Toolkits have been created by ESC, which will be available to all to use. Lady Clare, the Lord Lieutenant of Suffolk, has written to all town and parish councils encouraging them to take part in street parties and torch relays, and support community groups wishing to take part. There will be a series of national, county and local events taking place, however Emma advised that funding is limited.</p> <p>Kerry and Genevieve advised that First Light Festival will be engaged in the festival. Phil advised that the LCEP will also take part and support activity.</p> <p>For more information, please visit the Festival of Suffolk website: <a href="http://www.festivalofsuffolk.org">www.festivalofsuffolk.org</a></p>	Emma Bloom
8	<p><b>AOB</b></p> <p>East Suffolk's annual business festival returns next month, with an online programme of events and seminars designed to support local businesses. The East Suffolk Digital Business Festival begins on Monday 7 February and runs for two weeks until Friday 18 February 2022.</p> <p>Communities – Phil advised that there is an increase in food and fuel poverty in Lowestoft, with the foodbank busier than ever. Phil asked that a Communities update is included at future meetings. Paul confirmed that this will.</p> <p><b>Action: Danny Steel to provide an update on Lowestoft Vision at the next Board meeting.</b></p> <p>Next meeting: TBC, March</p>	Stephen Javes