

Lowestoft Place Board

Thursday 24th March 2022 12:00 - 13:30 | Virtual - MS Teams



Attendees (Board)	Apologies (Board)
Stephen Javes – Chair Andrew Brown – Anglian Water (& BiTC) Andrew Peck – Department of Work and Pensions Andy Walker – Suffolk Chamber 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 Danny Steel – Lowestoft Vision David Dukes – New Anglia Local Enterprise Partnership Genevieve Christie – FlipSide/First Light Festival Peter Aldous – MP for Waveney Phil Aves – Lowestoft Rising Stuart Rimmer – East Coast College Tim Green – CEFAS Tom Duit – Associated British Ports Tom McGarry – EDF	Amanda Ankin – Suffolk Chamber Cllr Paul Ashdown - Lowestoft Community Forum Cllr Richard Smith– Suffolk County Council Emma Butler Smith – Marina Theatre Keith Moore – Environment Agency Steven Hodger – Scottish Power Renewables
Attendees (Officers/Speakers)	Apologies (Officers)
Andrew Jarvis – East Suffolk Council Benjamin Porter – East Suffolk Council Darren Newman– East Suffolk Council Gabriella Fox – East Suffolk Council Gary Bellward – East Suffolk Council Jai Raithatha– Suffolk County Council Kate Ellis – East Suffolk Council Kerry Blair – East Suffolk Council Marie Webster Fitch – East Suffolk Council Nicole Rickard – East Suffolk Council Paul Wood – East Suffolk Council Philip Ridley – East Suffolk Council Sarah Foote – Lowestoft Town Council	Karen Thomas – Coastal Partnership East Jason Benham – BiTC

	Description	Lead
1	Welcome and approval of previous meeting minutes The Chair asked the Board if there were any comments relating to the previous minutes and asked for approval. No comments were raised, and minutes were approved.	Stephen Javes
2	Actions from previous meeting <ul style="list-style-type: none"> Update on Cultural Quarter to be provided at next meeting – to be picked up in agenda Stephen Javes, Andrew Jarvis, and Darren Newman to discuss branding and task group for pride of place - to be picked up in agenda Danny Steel to send information to Emma Butler-Smith regarding the Kittiwake group - completed Danny Steel to provide an update on Lowestoft Vision at the next Board meeting - to be picked up in agenda 	Stephen Javes
3	Covid Update The County Home But Not Alone programme has now paused, with the Community Intervention Team now directing focus on needs within the town related to the	Nicole Rickard Paul Wood

	<p>increased cost of living. East Suffolk Council now have a management team subgroup established to oversee the cost-of-living crisis.</p> <p>The Community Partnership data packs have now been updated and will be available shortly on East Suffolk Council's website.</p> <p>Action: Community Partnership update to be added as an item to next meeting's agenda.</p> <p>A joint bid has been submitted with GYBC for Spirit of 2021 finding, which is a legacy project falling from our bid for City of Culture. The funding, which is only open to the areas which submitted a bid, will explore volunteering opportunities for communities.</p> <p>Covid grants £1.7m has been allocated to businesses locally, on top of £130m already allocated during the pandemic. In addition, £1m pot for the Plan for the Future Grants have been successfully distributed to 58 business to assist with business development.</p> <p>MarketPlace First Light Festival were procured to provide consultancy services for town centre events as well as supporting town and parish councils with increasing footfall through curated events. Events to date have been held in Saxmundham, Lowestoft, Beccles, and this weekend Leiston.</p> <p>Peter Aldous MP thanked Nicole and Paul's teams (Communities, Economic Development and Economic Regeneration) for their work, but noted that while we are past the peak of the pandemic, Covid is still within the community with hospital admissions and people off work increasing.</p>	
4	<p>Communities update We are exploring ways to continue the Thin Ice project (which provides emergency accommodation & support in Lowestoft for anyone homeless or vulnerable over the winter) and have a meeting with the CCG scheduled for next week in relation to the GP services. Nicole is also exploring how this could be rolled out to the rest of East Suffolk. At present, there are 2 rough sleepers in Lowestoft.</p> <p>The Foodbank is issuing 1000+ food boxes per month, and is seeing a variety of people, both those in and out of work. As a result of the cost-of-living crisis, there is a noticeable decrease in donations and increase in need. The food network with local supermarkets however is well established, and we hope to introduce additional pantries in Lowestoft, taking the number up to 4, as well as work with allotment holders to perhaps provide the foodbanks with their excess produce.</p> <p>There is an evident need in Lowestoft for support, with local churches providing meals every day. We have secured additional funding for the Easter holidays. There are a number of additional projects surrounding oral and personal hygiene following a rise in concerns amongst primary school children. We of course continue to also support mental health. Peter Aldous MP noted that there will be a new dental contract in Lowestoft which will commence in June, however, there have been issues surrounding procurement. Peter also noted that there is a dental toolkit currently available at the former magistrate's court, which he would be happy to put Phil in touch with.</p> <p>Action: Peter Aldous to contact to Phil Aves regarding dental services across the community.</p> <p>Hoarding and neglect are also increasing issues within the town, and we are working to provide support through Access Community Trust to address this.</p>	Nicole Rickard Phil Aves

	<p>We are also noting an increase in alcohol abuse and increased admissions to JPUH, particularly in women, which we believe is an impact of the pandemic.</p> <p>A number of schools will take part in First Light Festival this year.</p>	
5	<p>Update from Lowestoft Vision</p> <p>Danny provided a short history of the Business Improvement District (BID), which was established in 2013, and provided a list of events and initiatives that will take place over the coming year including continental markets, Easter Egg Hunts, Suffolk Literary Festival, Heritage Action Zones Cultural Programme, Halloween and Christmas Light Switch On.</p> <p>April will see the free town Wi-Fi launched, spearheaded by ESC, which will enable us to capture footfall and other non-identifiable data.</p> <p>There are currently 30 empty units within the BID area, and with the risk of recession, we anticipate business owners will look to be reducing overheads.</p> <p>A re-ballot for the BID will take place in 2023.</p>	Danny Steel
6	<p>Think Clean</p> <p>There have been a number of names discussed for our pride in the community project. It was proposed to the Board that we will name the project Think Clean, which fits in with our Think Lowestoft branding. The project will look at incentives for the public, street cleaning, sponsoring schemes, increased pride.</p> <p>Kerry now has a dedicated resource in Kate McFarland.</p> <p>Action: Kate McFarland to report at the next Place Board.</p> <p>In 2 weeks', time we take receipt of the new mini street sweeper, which will be deployed in town centres. Kate is liaising with local community groups and projects including the HAZ, Kirkley People's Forum and Most Easterly Community group for walkabouts.</p>	Stephen Javes
7	<p>Towns Deal update</p> <p>LTC have now met and approved the project manager for the Town Hall. Cllr Colin Butler acknowledged and thanked the support provided by Ben Porter and Helen Johnson from the Economic Regeneration team who helped with the specification documents.</p> <p>The Department for Levelling Up, Housing and Communities (DLUHC) have received the summary documents for our Towns Fund projects, and we are now awaiting the results of this.</p> <p>We have not yet submitted the Cultural Quarter as we are waiting for information and approval from Suffolk County Council. We expect the final proposal for the Cultural Quarter project will be completed and presented to the Place Board in June, ready to submit to Government by July. We have informed DLUHC of our timeframes. Jai, Craig, and Kerry noted that he has chased colleagues within SCC with regards to Cultural Quarter.</p> <p>Dynamic Purchasing System – 40 businesses attended our webinar on our Towns Deal projects. The new DPS will enable local businesses to register in advance of tendering opportunities and factor that into their programmes and allow us to run background checks. The DPS will be launched mid-April. Darren noted that it would be useful to work with the College and DWP to ensure we are linked up.</p>	Darren Newman

	<p>Stuart Rimmer asked how the rate of inflation has been factored in for construction. Darren advised we have included a 20% contingency, and construction inflation is a concern and listed within our risk register.</p> <p>Stuart also asked how our projects have connected into the Suffolk County deal – Paul Wood advised that it's early in the project, but we are developing this, with Jai Raithatha noting conversations are ongoing, with all public sector bodies, Chief Executives and Leaders.</p>	
8	<p>Ambassador Programme</p> <p>At the beginning of the programme in 2020, we created an ambassador group due to numbers being restricted on the Place Board. The network consists of 'leads' and 287 people currently reside on the database for the Ambassador group. 4 events took place last year.</p> <p>We are now seeking feedback to help develop further events and are seeking additional Ambassadors.</p> <p>It was noted that the Place Board should be utilising the Place branding in meetings and externally. Place Board members who would like to access the Lowestoft place photos were encouraged to contact Gabriella Fox who can share the link with the Place Board to all our images for backgrounds. More information on the Ambassador Programme can be found on our website: https://www.thinklowestoft.co.uk/ambassadors/</p>	Phil Aves
9	<p>Way to work</p> <p>Anne will be retiring at the end of May, and on behalf of the Board Stephen wanted to thank Anne for all her work in the town, for the Place Board, and the support provided to the Officers, and wish Anne a happy retirement. Andrew Peck, as Anne's Deputy, will continue representation on the Place Board.</p> <p>Way to Work is a national push to help even more people benefit from the record number of vacancies available in the jobs market, including many in sectors vital to national recovery.</p> <p>At the same time as record vacancies, the DWP have hundreds of thousands of people on Universal Credit who are actively looking to make a fresh start in work. This means there are many talented, work-ready people on their books who are eager to take on roles. If members of the Board are speaking to any employers that require help with vacancies that they have, please do connect them with Anne's team.</p> <p>A Careers Event will take place at East Coast College Lowestoft Campus on 27th April 1pm to 4:30pm. If any employer is interested in attending the event, please email lowestoft.employeradvisors@dwp.gov.uk</p>	Andrew Peck Anne Rawston
10	<p>AOB</p> <p>Tom McGarry – many will be aware that EDF have a partnership with the Chamber, and we are working with a number of businesses across Lowestoft and Waveney. On Monday a supply chain conference for Sizewell C took place in Ipswich, and we are now looking at sector specific elements e.g., logistics. A more general supply chain event for Lowestoft and Waveney businesses will take place at Ivy Lodge on 26th April.</p> <p>An MOU has been agreed and signed with East Coast College, to help find routes to work for all. The MOU includes aspiration of developing a civil engineering campus, as well as increasing the offer at the energy skills centre. Tom indicated that if any organisation would like to understand the work of EDF at Sizewell including community benefit to contact him directly.</p> <p>Peter noted that the development consent order for Sizewell C looks to be approved, and items are progressing through parliament.</p>	Stephen Javes

	Action: item on the integrated care system to be added to the next agenda.	
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