

Lowestoft Place Board

Tuesday 7th March 2023, 10:00 – 12:00 | Virtual



Attendees (Board)	Apologies (Board)
Stephen Javes – Chair Cllr Craig Rivett – East Suffolk Council Cllr Colin Butler – Lowestoft Town Council Danny Steel – Lowestoft Vision David Dukes – New Anglia Local Enterprise Partnership Genevieve Christie – First Light Festival Keith Moore – Environment Agency Marjorie Barnes – EDF/Sizwell C Peter Aldous – MP for Waveney Phil Aves – Lowestoft Rising Tim Green – CEFAS Toby Warren – Suffolk Chamber of Commerce (representing Amanda Ankin)	Amanda Ankin – Suffolk Chamber of Commerce Andrew Brown – Anglian Water (& BiTC) Cllr Paul Ashdown - Lowestoft Community Forum Cllr Richard Smith – Suffolk County Council Emma Butler Smith – Marina Theatre Tom Duit – Associated British Ports Stuart Rimmer – East Coast College Cllr Ben Falat – Parish Councils representative
Attendees (Officers/Speakers)	Apologies (Officers)
Andrew Jarvis – East Suffolk Council Darren Newman – East Suffolk Council Gary Bellward – East Suffolk Council Benjamin Porter – East Suffolk Council Jai Raithatha – Suffolk County Council Kate McFarland – East Suffolk Council Kerry Blair – East Suffolk Council Nicole Rickard – East Suffolk Council Philip Ridley – East Suffolk Council Emily Cashen - Cities & Local Growth Unit Sarah Foote – Lowestoft Town Council	Paul Wood – East Suffolk Council Karen Thomas – Lowestoft Flood Risk Management Project, CPE Marie Webster-Fitch – East Suffolk Council

	Description	Lead
1	Welcome and approval of previous meeting minutes Meeting minutes approved by everyone within the call. No declarations of interest made.	Stephen Javes
2	Actions from previous meeting <ul style="list-style-type: none"> The Chair asked Kerry Blair to present on Think Clean at next meeting – <i>see item 7</i> Genevieve to update at next meeting on First Light Festival’s NPO status – <i>see item 8</i> Chair to facilitate a meeting for Andrew Jarvis with the CEO of the James Paget - <i>completed</i> Tom McGarry to provide an update at next meeting (carried over from November 2022’s meeting) - <i>Tom McGarry has now left EDF and we will work with Majorie Barnes to provide a presentation to the group at a later date.</i> 	Stephen Javes
3	Economy update East Suffolk Council (ESC) hosted the district’s first Hydrogen conference at Orbis Energy centre, on the 23rd February 2023, with approx. 150 delegates in attendance. The event showcased opportunities within the region, from Sizewell C to Windcat Workboats who are trialling the use of hydrogen vessels. East Suffolk Council (ESC) are submitting planning applications for 14 new business units on land on Newcombe Road, called the Nexus. These will focus on the clean energy sector to support the wider supply chain of Scottish Power Renewables and Vattenfall. As Orbis Energy centre is almost capacity, this will be used as grow on space. Comments	Darren Newman

	<p>were raised around the tenancy length and whether there are plans for the units to be sold at Newcombe house (The Nexus). It was advised that the units will be leased and the size of units are flexible in nature to accommodate most requirements.</p> <p>East Suffolk Council (ESC) have purchased the former Witham paints site, and are working with the sector to see how we move this forward.</p> <p>East Suffolk Council (ESC) are currently working on a bid to the The Brownfield Land Release Fund (BLRF) which is a cross-government initiative between the Department for Levelling Up, Housing and Communities (DLUHC) and One Public Estate (OPE) which is delivered in partnership by the Local Government Association and the Cabinet Office. We are looking to bring forward over 200 homes with Homes England. Members queried where the brownfield site is located, but were advised that this information is confidential at this stage but will be shared shortly.</p> <p>UKSPF grants - High Street Improvements grants and Events, Arts and Culture grants round 1 now closed – High numbers of applications, full appraisal process and panel to decide outcomes. Round 2 was launched on the 1st of March 2023. UK Shared Prosperity Fund » East Suffolk Council</p> <p>UKSPF Business start-up contract - MENTA Business Support have been awarded the contract to deliver a new business support programme by East Suffolk Council (ESC).</p> <p>UKSPF Personal Development Service – contract placed with Inspire Suffolk to deliver a ‘youth-worker style’ Personal Development Service to those that are hardest to reach throughout East Suffolk, to help them move successfully into the labour market. The individuals who are engaged by this service will receive intensive support that targets their significant barriers to an Employment, Education, or Training (EET) outcome, rather than providing generalised employment support. Will have a focus on Lowestoft as has the greatest need.</p>	
4	<p>Communities update – Cost of Living projects</p> <p>The Communities team have received 650 referrals in East Suffolk, half of these are from the Lowestoft area. The referrals are for urgent food support and help with household bills.</p> <p>We are seeing people who have been offered temporary accommodation, but don't have essential items continuing to sofa surf or become homeless, so we are providing temporary housing support.</p> <p>The Warm Rooms continue in Lowestoft, with the Community Partnership supporting with supplementary items such as games and books.</p> <p>Comfort Food is a project for a free hot meal and drink available at Morrisons North and South. We have seen a good take up of this, and provided us with a good way to offer other forms of support such as entry into finance support.</p> <p>Field to Fork kits are now being distributed throughout Lowestoft, which have been popular with parents and children.</p> <p>Appliance and kettle kits have been distributed to help people who don't have facilities to heat food.</p> <p>We have been supporting those with severe respiratory problems, and working with the Integrated Care Board (ICB) to help with referrals to get them support for heating their homes to stop them having to enter hospital.</p> <p>We have allocated additional funding to the Food Bank this week.</p>	Nicole Rickard

	<p>Phil Aves has been involved with Cadent to try and trial a 'Warm Hub'. The first hub will be located in Lowestoft which will allow people to access information to support with a range of issues they may be suffering with.</p> <p>There is currently only 5 rough sleepers, all have been offered accomodation. There is some capacity to house people at the moment with spare beds.</p> <p>There are 3 Community Pantries and a Community Fridge to help people access food provisions at a cheaper price point or to use food which would normally go to waste.</p> <p>The childrens holiday programme is being expanded.</p> <p>Mental Health training has taken place to ensure Mental Health First Aiders are in place - this has included teachers.</p> <p>A comment was raised regarding the difficult of pinpointing and targeting those in need of support due to information sharing with other organisations and the issue of GDPR. There is ongoing work to try and support this.</p>	
5	<p>Town Deal update</p> <p>Measures of success</p> <ul style="list-style-type: none"> ● Historic Quarter ● Cultural Quarter ● Station Quarter ● Seafront Vision ● Port Gateway ● Financial update <p>Please see the presentation slides for this information on the Towns Deal projects including:</p> <ul style="list-style-type: none"> ● Measures of success ● Historic Quarter ● Cultural Quarter ● Station Quarter ● Seafront Vision ● Port Gateway ● Financial update <p>Please note the images are concepts only.</p> <p>Stephen enquired about the Procurement process and allowing local companies to bid for the work. Darren confirmed this will all done through the Dynamic Purchasing System and this will be updated to allow people to prepare their bids in advance. Procurement for ABP's work has recently been issued - at the next meeting we will provide an update with who has secured the contract.</p>	Darren Newman
6	<p>Ambassador Programme</p> <p>Phil updated that the last Ambassadors event in October had 40 attendees, and over 100 people watched back on YouTube. There have been some positive responses regarding the networking elements of the event and creating business opportunities.</p> <p>The next event will be themed around heritage and culture, hosted by the Seagull Theatre who will update on their National Portfolio Organisation (NPO) award status from Arts Council England. Johnny Messum and Laurence Edwards will also be presenting at the event.</p>	Phil Aves

	<p>There currently 41 people signed up to attend so far. This is event 7 of 8 total events planned for the programme.</p> <p>An update was provided on the success of the blogs. Board members were encouraged to submit blog posts, which would be featured on Think Lowestoft.</p> <p>There have been positive steps made in Ambassadors being more involved with volunteering and support, from tree planting, to donations of items and time to Warm Rooms,</p> <p>We are in discussions with Timebanking UK to see if the scheme would be viable in Lowestoft by creating a community pot. Timebanking is an ad hoc, flexible volunteering scheme which works by exchanging time. Members help each other out and then deposit the hours they spend doing so in the 'bank'. They credit their volunteer hours (one hour is one credit) and can then spend their credits to receive volunteer support in return or donate them to someone in need. If suitable, it would be positive platform for businesses and Ambassadors to contribute to.</p> <p>Naturally, the role of the Ambassador group is starting to change as we recover from the pandemic and the needs of the community change. Therefore we are looking at a reviewing the the Lead Ambassadors group. Updates will be provided in due course.</p> <p>An infographic was provided to the group prior to the Place Board meeting, detailing the website and social media report data.</p> <p>ACTION: A meeting to be set up with Darren Newman, Stephen Javes, Phil Aves and Gabriella Fox to discuss ambassador events going forward. With other members welcome to join. GF to action.</p>	
7	<p>Think Clean</p> <p>Working closely with the Kirkley Peoples Forum and the Kirkley Pocket Park Group, the community have been provided with the PPE they require to conduct litter picks. East Suffolk Council (ESC) are assisting with refuse collection. Acknowledgement of the efforts are already being noticed, with standards being raised within the London Road area.</p> <p>The team have also been working with Heritage Action Zone Project Officer, Rebecca Styles, with planters across Kirkley village, and the clearing of Cleveland Road pocket park. The Lovewell Road planters have now been taken over by the Kirkley community group.</p> <p>ESC have invested in new cleansing equipment has improved cleansing standards.</p> <p>We are working with national campaigns and appointed a contractor to paint the benches in the town, utilising the Lowestoft placemaking colour palette, which has already been used on the beach huts.</p> <p>This year, ESC will be hold a pre season inspection to identify jobs for Norse. A new contract management team has been appointed within the council, with the new contract commencing 1st July for the East Suffolk Services team.</p> <p>We continue to work alongside the Kittiwake Partnership. A site visit will take place as the kittiwakes return and identifying problem areas. ESC will need to decide whether they subscribe to the wider objectives of the partnership or use the learning from this.</p> <p>Sarah Foote updated: Since LTC have appointed two part time Environmental Support Officers at the start of this year (each working two days a week) they have collected 150 sacks of rubbish from our parks and open spaces.</p>	Kate McFarland Kerry Blair

8	<p>First Light Festival - Becoming an NPO</p> <p>Genevieve Christie presented an update on First Light Festival and the recent award of National Portfolio Organisation (NPO) status - National Portfolio Organisations are leaders in their areas, with a collective responsibility to protect and develop our national arts and cultural ecology. Aims of the project are to change the narrative of Lowestoft and become a rich tourist and creative hub for the region.</p> <p>Genevieve shared statistics collected from 2022's festival which demonstrates an upward trend in benefits from the first festival held in 2019.</p> <p>Genevieve explained the NPO application process and the merits for achieving success, including security, financial contribution and supporting strategic planning. Further detail can be found within the presentation which will be circulated after the meeting.</p> <p>ACTION: Circulate presentation to the group – GF to action</p>	Genevieve Christie
9	<p>Election of new members and Vice Chair</p> <p>A request for nominations or expressions of interest for the position of Vice Chair was made by the Chair.</p> <p>Marjorie Barnes to represent EDF/Sizewell C following Tom McGarry's departure - agreed by board.</p> <p>Tom Duit to represent Associated British Ports, replacing Paul Ager – agreed by board.</p>	Stephen Javes
10	<p>AOB</p> <p>CEFAS will host a royal visit from Princess Anne in March to officially open the building.</p> <p>Date of next meeting: 7th June 2023</p>	Stephen Javes