

# Public Document Pack

## TOWN DEAL

22 JUNE 2021

### Present:

Carole Dixon (Co-chair)	Hastings Community Network
Graham Peters (Co-chair)	Team East Sussex
Alexander Riley	South East Local Enterprise Partnership
Andrew Harvey	New River REIT
Candice Miller	East Sussex CCG
Clive Galbraith	Hastings Area Chamber of Commerce
Cllr Kim Forward	Hastings Borough Council
Dan Shelley	East Sussex College Group
Darrell Gale	Public Health East Sussex
Dawn Dublin	Un-veiled Ltd
Francis Brown	Hastings Youth Council
James Harris	East Sussex County Council
James Leathers	Heritage Action Zone
Jane Hartnell	Hastings Borough Council
Jess Steele	Heritage Action Zone
John Bownas	Hastings Business Improvement District
Kate Adams	Project Art Works
Liz Coleman	Hastings and Rother Interfaith Forum
Lourdes Madigasekera-Elliott	Public Health East Sussex
Sally-Ann Hart	MP for Hastings and Rye
Sean Dennis	Hastings Area Chamber of Commerce
Sonia Blizzard	Sea Change Sussex
Steve Manwaring	Hastings Voluntary Action
Stuart Mitchell	New River REIT

### Others in attendance:

Rebecca Collings	Towns Hub Coordinator
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### HBC project team present:

Hannah Brookshaw  
Stephen Dodson  
Victoria Conheady

## 51. WELCOME AND APOLOGIES

Apologies were received from Liz Gilmore.

Congratulations were extended to all that have been involved in the process to date, including the board, project leads and particularly to the project team, following the recent announcement of the successful outcome of the Town Investment Plan submission and funding award of £24.3m. This is a very positive step forward for the town.

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Congratulations were also extended to the accelerated funds projects, which are now almost complete.

There were no additional declarations of interest.

### **52. MINUTES OF THE LAST MEETING AND MATTERS ARISING**

Accepted as an accurate record.

There were no matters arising.

### **53. TOWN DEAL HEADS OF TERMS AND NEXT STEPS**

Victoria Conheady updated:

- Hastings Town Investment Plan submission was successful and offered £24.3m
- All projects were included and only two of these had minor conditions attached
- The managing authority (HBC) and Town Deal board need to decide how the funding offer will be profiled and which projects proceed
- Heads of Terms need to be signed and submitted by 29<sup>th</sup> June
- HBC Cabinet is meeting on 25<sup>th</sup> June to approve the heads of terms from an accountable body position, and to approve the progression and delivery of the business case stage and the governance/programme structures
- After submitting the signed heads of terms, further information has to be submitted within 2 months:
  - Overall programme financial profile
  - Details of the projects being taken forward (including the financial profile)
  - Plan for addressing the key conditions

The board agreed to endorse the Heads of Terms for Hastings, including the fund offer ready for submission to government, subject to HBC cabinet approval.

#### **Next steps:**

As there is a £3.9m funding gap to be met, the project re-prioritisation process will begin using the re-prioritisation tool supplied by the Towns Hub. Genecon will be brought in again as the independent assessor, the project prioritisation working group will be re-instated and liaison with project leads will start. This process has to be completed within six weeks and board agreement will be sought, in conjunction with the borough council prior to submission to government, confirming the details at the end of August.

Due diligence/project status checks are being undertaken on all projects, including the shovel ready projects. It may be possible to submit the shovel ready project business cases alongside the summary document in August, however, these can be submitted at a later date if required.

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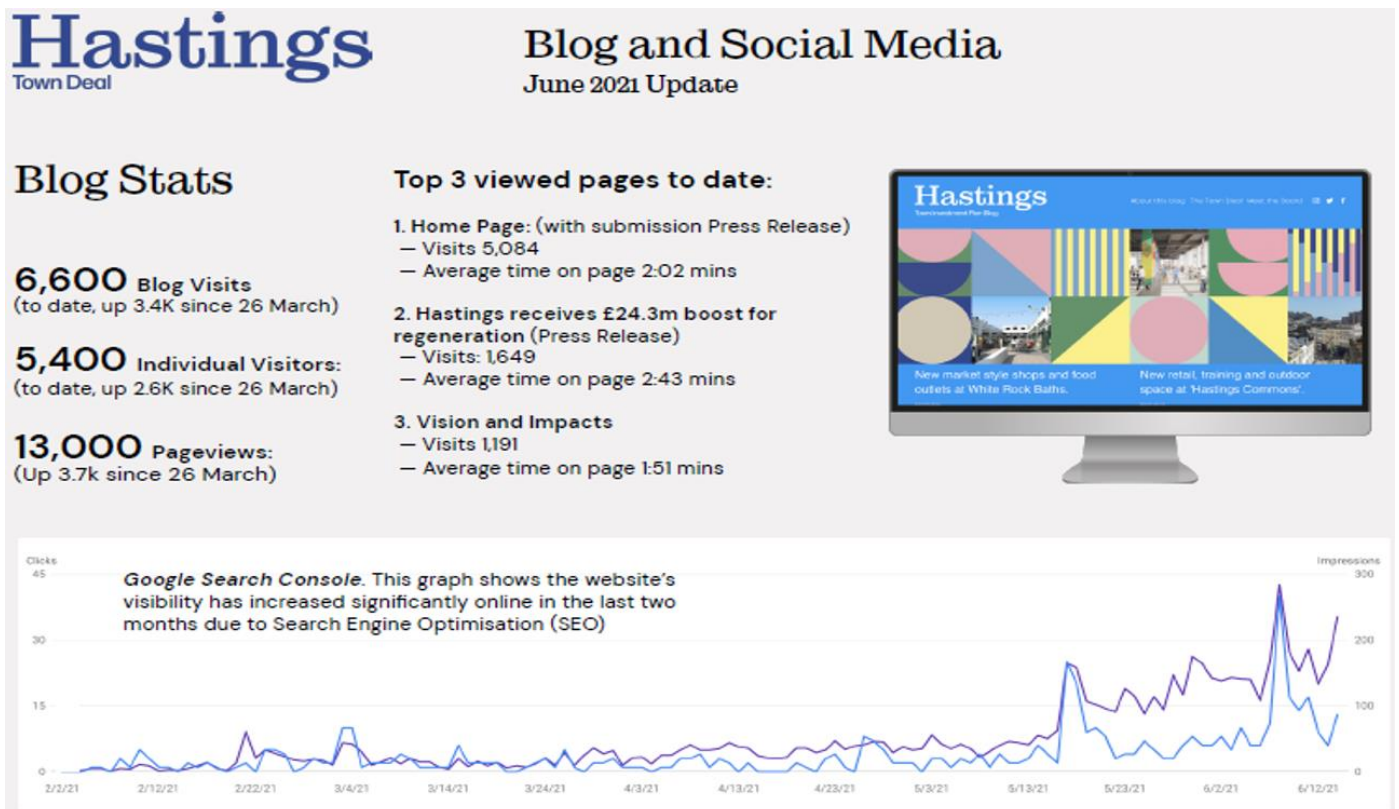
The tender is now live to seek consultant resource for business case development work.

It was confirmed that the Hastings local criteria that was previously used can be built into the re-prioritisation process. The criteria will be circulated to the board and should this change for whatever reason, the board will be advised. **Action: Victoria**

### Engagement and Communications

Hannah updated:

- The funding announcement messaging is continuing throughout June
- Engagement is progressing as per framework set out in the Town Investment Plan
- Details of offline and online content strategy are being developed, including project showcase, curriculum programme and liaison with project leads
- Accelerated projects celebration events are to be planned as they are coming to completion
- Statistics around the blog and social media channels were presented (see below)



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**Hastings**  
Town Deal

### Social Media



Twitter  
Followers 96 (+24)



LinkedIn  
Followers 72 (+22)



Facebook  
Followers 185 (+145)



Instagram  
Followers 673 (+243)

	Posts	Followers	Following
Hastings	19	673	41
Todmorden	41	331	431
Camborne	108	243	170

### Highlighted as an example of best practice

Hastings blog and online presence is one of 4 examples of good practice for building a strong Town Deal brand in the Towns Hub resources here:

[townsfund.org.uk](https://townsfund.org.uk)

(near to the end of the downloadable document)



**Larking**

## 54. UPDATE ON TOWN DEAL BOARD AND GOVERNANCE STRUCTURES

### The Town Deal Investment Panel

Victoria explained:

- The investment panel will provide independent scrutiny to the assessment of business cases
- Is a development of the Executive Delivery Group (EDG) and will include those with skills/expertise to scrutinise and have oversight of business cases
- Will be chaired by the private sector town deal board co-chair and will meet quarterly or as required
- The EDG will still be available as and when required for other board matters
- The membership is as listed in the report which was circulated prior to the meeting

It was suggested that the panel should consider undertaking health impact assessments to identify the short, medium and long-term health outcomes of the proposals as they are developed and how these may be sustained beyond the term of funding. The EDG will discuss this and a way to include this in the programme will be identified.

MP Sally-Ann Hart advised that Professor Whitty is currently working on his annual report which focuses on health disparities in coastal communities which is due to be published shortly. A discussion will take place outside of this meeting between Public Health, HBC and the MP in her capacity as the new chair of the All Party Parliamentary Group of Coastal Communities, once the report is published.

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### Town Deal Project Leads and Engagement Working Group

Hannah explained:

- It is proposed that a Town Deal Project Leads and Engagement Working Group is set up
- These will be informal meetings and the terms of reference are to be agreed
- Membership will include all project leads, plus those wishing to support delivery of the engagement/communications programme

### HBC Internal Programme Board

Victoria explained:

- HBC as the accountable body, and the Managing Director with the Section 151 Officer (Chief Finance Officer) have the final decision on the programme and investments
- The programme board is being established as per HBC's project management processes and will have strategic oversight, management and approval of the stages in the Town Deal programme
- The membership is as described in the report
- The programme board will meet every two months and as required to fit in with HBC cabinet and council and town deal board meetings

### HBC Programme Management Team

- A dedicated team is being established to deliver the programme and includes existing resources and additional support and external expertise as required
- A new project officer will be recruited once this is agreed by HBC cabinet on Friday

A question has been raised about HBC capacity to manage this process and other funding streams. The ambition is to look at the other funding streams coming forward, including the Levelling Up Fund (LUF) as a future round may be announced in the Autumn, the Future High Streets Fund, as another round may be announced in January and the UK Shared Prosperity Fund, which is the successor to the Community Renewal Fund and is due to be announced next year. LUF is only open to local authorities, so HBC would coordinate and support other projects coming forward and capacity funding attached to this will be utilised to build capacity to undertake the required work. It is understood that government is looking to align the monitoring and reporting of these funds to make it easier for organisations and accountable bodies to manage. Discussions about capacity for delivery at a local level continue. It is important that this board keeps an overview of all funding initiatives. A list of the successful Community Renewal Fund projects was requested and MHCLG will be contacted to check if this can be circulated. **Action: James Harris**

The timescale and process for taking the identified projects forward was clarified. Business cases for all projects would have to be developed and go through the internal assurance processes at HBC, followed by the Town Deal Investment Panel. For HBC projects, cabinet approval would be required, if not, delegated authority (assuming this is agreed by HBC cabinet this coming Friday) will be used to proceed. Sign off will be required from the HBC Section 151 Officer. Once the investment panel has agreed, a summary document will be written and presented to the town deal

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board for agreement, and will then be submitted to government with an accompanying letter of support from the board. It is not known how quickly the funding agreement will be received from government and clarification is being sought. The process document will be re-circulated. **Action: Victoria**

It was clarified that Hannah and Victoria are leading on curriculum. A pilot project with A-Level students at Ark Alexandra has been carried out and this includes visits to some of the board member's places of work. Hannah will be attending the local Heads Forum meeting to gauge interest from the other schools to have this embedded into the GCSE and A-Level curriculums and have students involved in at different stages of the programme and with different projects. Work is also ongoing with the Hastings Opportunity Area to see how to aide schools to engage in the process. Discussions will be held with the Youth Council to see how they can be involved.

### 55. **DATE OF NEXT MEETING:**

August date to be arranged.