

# Public Document Pack

## TOWN DEAL

3 NOVEMBER 2021

### Present:

Carole Dixon (Co-chair)	Hastings Community Network
Graham Peters (Co-chair)	Team East Sussex
Andrew Harvey	New River REIT
Carole Crathern	NHS East Sussex CCG
Catherine Parr	Hastings Business Improvement District
Clive Galbraith	Hastings Area Chamber of Commerce
Cllr Kim Forward	Hastings Borough Council
Helen Kay	Hastings Opportunity Area
James Harris	East Sussex County Council
Jane Hartnell	Hastings Borough Council
Jess Steele	Heritage Action Zone
Kate Adams	Hastings and Rother Cultural Leaders Group
Liz Coleman	Hastings and Rother Interfaith Forum
Sally-Ann Hart	MP for Hastings and Rye
Sean Dennis	Hastings Area Chamber of Commerce
Stuart Mitchell	New River REIT
Terry Hume	Public Health East Sussex

### Others in attendance:

Rebecca Collings	Towns Hub Coordinator
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### HBC Programme Team present:

Chantal Lass  
Hannah Brookshaw  
Ian Sycamore  
Pranesh Datta  
Ruth Kynoch  
Stephen Dodson  
Allison San Diego

## 64. WELCOME AND APOLOGIES

As this is the last meeting Rebecca Collings will be attending as Town Hub Coordinator, thanks were extended to her and the Towns Hub team for all of the support it has given to Hastings Town Deal from the very early stages and during the development of the Town Investment Plan. Rebecca in turn wished Hastings well with the next stages of business case development and project delivery.

Apologies were received from:

Candice Miller, Dan Shelley, Darrell Gale, Francis Brown, Liz Gilmore, Lourdes Madigasekera-Elliott, Sonia Blizzard, Steve Manwaring and Victoria Conheady

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### 65. MINUTES OF THE LAST MEETING (24TH AUGUST) AND MATTERS ARISING

Accepted as an accurate record.

There were no matters arising.

### 66. PROGRAMME PROGRESS UPDATE

#### a. Town Deal Grant Funding Agreement

Pranesh Datta updated:

- The Grant Funding Agreement (GFA) is yet to be received from the Department of Levelling Up, Housing and Communities (DLUHC), although it has been indicated that our submission has been approved and it is expected that the details of the GFA will mirror our submission. The GFA will be circulated once it is received
- Late notification was received that an offer of 5% of the grant value will be available to support development of projects. This has been offered to all project leads
- Project completion date is still expected to be March 2026, despite the delays
- It is hoped the submission of summary documents will be streamlined and be submitted on a programme theme level rather than on a project by project basis – confirmation is awaited. This will reduce the need to hold board meetings for each business case approval. Pranesh apologised for the delays and for having to move meetings around so much to accommodate the Towns Fund processes

Authority is sought for the Co-Chairs to sign the GFA on behalf of the Town Deal Board, provided there is no significant change from our submission. This was agreed by the meeting.

Jess Steele advised of the difficulties experienced by Hastings Commons due to the delay in the announcement of the outcome of the Community Renewal Fund bids, which has been expected since last August.

MP Sally-Ann Hart advised that she continues to lobby regarding this matter and there have been a lot of complaints from other MPs. She has been advised that there has been a lot of uptake, the bids are being considered and an announcement is expected soon.

Jane Hartnell offered to write to the Secretary of State on behalf of the Town Deal Board expressing the difficulties and asking for the timescales for delivery of projects to be extended.

**Action: Jane Hartnell**

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### b. Decisions of the Town Deal Investment Panel

As agreed at the June board meeting, responsibility to assess business cases was delegated to the Town Deal Investment Panel.

Pranesh confirmed that the panel met on 21<sup>st</sup> October and assessed and approved the first two fast-track business cases (Hastings Coworking and Innovation Space and Churchfields Business Centre Incubation Units).

The meeting ratified the decision of the Investment Panel. Jess Steele abstained from the ratification, due to a conflict of interest.

It was explained that a meeting for all project leads has been set up for later this month and that it had been difficult to set this up initially due to the delay in receiving successful confirmation of our project profile submission.

Kate Adams queried whether the business cases included inclusive measures such as access and disability access. For instance, the Courtyard development does not have any disability access.

Pranesh explained that accessibility was asked to be arranged as part of the Courtyard development. Unfortunately, due to funding falling short this was not possible but as part of our project re-profile, funds were requested to go towards provision of lift access to the Courtyard. In terms of other projects, there is an equalities statement and equalities measures that projects are asked to address. With regards to the two business cases that have already been approved, confirmation will be sought that suitable access will be provided. **Action: Pranesh**

The importance of ensuring that the design of developments is scrutinised was noted and the investment panel will ensure it will take an even more robust approach than it already has.

### c. Project Progress Report by theme / project

The timeline of business case submission was presented. It was noted that these are currently indicative and may be subject to change.

### d. Communications update

Hannah Brookshaw updated:

- The blog and social media channels are continuing to get good engagement and the number of followers and views continues to increase
- The Tone of Voice guide has been updated and will be circulated shortly
- The programme team was invited by the Towns Hub to give a presentation on Hastings Town Deal branding as an example of one of the strongest in the programme
- One condition in the Heads of Terms was to consider how we are going to address encouraging more private investment in the town. The Town Investment Plan has attracted some positive attention, and conversations with different levels and size of investors are underway. Support is also being

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received from the Towns Hub through workshop sessions with potential investors

- The project leads meeting will be an opportunity to link with other project leads and find out more about each other's projects

### 67. NEXT STEPS

Pranesh explained the next steps:

- Offer of 5% upfront payment to project sponsors for project development if required (conditions and arrangements to be confirmed) – the offer is being kept open to allow project leads further time to consider this
- Continuing with business cases for all projects – Mott MacDonald have been working with project leads to assist with the development of their business cases. It has been noted that the economic case has proven to be difficult to complete and a workshop for project leads will be arranged
- Project leads meeting – is taking place at 11am on 23rd November 2021
- Establishing the Town Deal Programme Team – a report was approved by HBC Cabinet last Monday, 1<sup>st</sup> November to start organising delivery of the programme, subject to receipt of the GFA
- Drafting each project's Grant Funding Agreement, including detail of claims process – work is now in progress
- Programme level Equalities Impact Assessment and project level, where required – the team are looking at which projects will need these, and work will start soon
- Base line for Monitoring and Evaluation – basic evaluation criteria and measurements have been signed up to, although these may change and further guidance is still awaited. Project leads will be kept in the loop
- Planning Performance Agreements with project leads – a survey will be sent to project leads to help identify the challenges and what additional support will be needed for each project. A planning officer will be asked to attend one of the project leads meetings to talk about any issues from their perspective

### 68. DATE OF NEXT MEETING:

10am, Thursday, 9<sup>th</sup> December via Microsoft Teams