



LEAD MEMBER FOR STRATEGIC MANAGEMENT AND ECONOMIC DEVELOPMENT

DECISIONS to be made by the Lead Cabinet Member for Strategic Management and Economic Development, Councillor Keith Glazier

TUESDAY, 26 APRIL 2016 AT 11.30 AM – OR AT THE CONCLUSION OF THE GOVERNANCE COMMITTEE MEETING, WHICHEVER IS THE LATER

CC2, COUNTY HALL, LEWES

AGENDA

- 1 Decisions made by the Lead Cabinet Member on 5 February 2016 (*Pages 3 - 6*)
- 2 Disclosure of Interests
Disclosure by all Members present of personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- 3 Urgent items
Notification of any items which the Lead Member considers urgent and proposes to take at the appropriate part of the agenda.
- 4 Newhaven Enterprise Zone (*Pages 7 - 26*)
Report by the Director of Communities, Economy and Transport
- 5 Any urgent items previously notified under agenda item 3

PHILIP BAKER
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18 April 2016

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LEAD MEMBER FOR STRATEGIC MANAGEMENT AND ECONOMIC DEVELOPMENT

DECISIONS made by the Lead Member for Strategic Management and Economic Development, Councillor Keith Glazier, on 5 February 2016 at County Hall, Lewes

Councillor Elkin spoke on item 5 (see minute 28)

Councillor Keeley spoke on items 4 and 5 (see minute 27 and 28)

Councillor Simmons spoke on items 4, 5 and 6 (see minute 27, 28 and 29)

24 DECISIONS MADE BY THE LEADER AND LEAD CABINET MEMBER ON 21 JANUARY 2016

24.1 The Leader and Lead Member for Strategic Management and Economic Development approved as a correct record the minutes of the meeting held on 21 January 2016.

25 DISCLOSURE OF INTERESTS

25.1 Councillor Simmons declared a prejudicial interest in item 4 in that he is a Director of Sea Change Sussex.

26 REPORTS

26.1 Reports referred to in the minutes below are contained in the minute book.

27 FUNDING AGREEMENTS WITH SEA CHANGE SUSSEX - NORTH BEXHILL ACCESS ROAD AND SITE INFRASTRUCTURE INVESTMENT

27.1 The Lead Member considered a report by the Director of Communities, Economy and Transport, together with an amendment to Recommendation (3) to include a reference to Recommendation (2).

DECISIONS

27.2 The Lead Member RESOLVED to: (1) approve grant funding, to the value of £16.6m to Sea Change Sussex, subject to planning permission being granted, to fund the delivery of the North Bexhill Access Road;

(2) approve grant funding to the value of £1.7m to Sea Change Sussex, subject to approval of the business case by the South East Local Enterprise Partnership's Accountability Board, to fund the delivery of site infrastructure at the Sovereign Harbour, North Queensway and North Bexhill employment sites; and

(3) delegate authority to the Director of Communities, Economy and Transport to approve the terms of any agreements and to take all other necessary actions in respect of recommendations (1) and (2) above.

Reasons

27.3 The North Bexhill Access Road is one of the Local Growth Deal schemes to come forward in East Sussex and its delivery will help unlock employment space and create jobs in the A21/A259 Bexhill/Hastings Growth Corridor. Equally the improvement of site infrastructure at Sovereign Harbour, North Queensway and North Bexhill as a Local Growth Scheme will help unlock employment space and create jobs in the A21/A259 and the A22/A27 Eastbourne/South Wealden growth corridors.

27.4 Sea Change Sussex is a key delivery partner for the County Council in achieving its ambitions for driving economic growth in the county.

28 FUNDING AGREEMENT WITH WESTCOTT LEACH LTD - SWALLOW BUSINESS PARK

28.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

DECISIONS

28.2 The Lead Member RESOLVED to (1) approve grant funding to the value of £1.4m to Westcott Leach Ltd to fund the delivery of the site infrastructure associated with the Swallow Business Park;

(2) agree to enter into a supplemental legal agreement to the grant agreement to ensure the delivery, at no cost to the County Council, of the first phase of speculative business space on Swallow Business Park by Westcott Leach Ltd; and

(3) delegate authority to the Director of Communities, Economy and Transport to approve the terms of any agreements and to take all other necessary actions in respect of recommendation (1).

Reasons

28.3 Swallow Business Park is one of the Local Growth Deal schemes to come forward in East Sussex and its delivery will help unlock employment space and create jobs in the A22/A27 Eastbourne/South Wealden corridor.

28.4 Westcott Leach Ltd are a well established SME with a focus and extensive experience in local property development in Sussex. The award of funding will allow Westcott Leach Ltd to bring forward the enabling infrastructure to unlock the Swallow Business Park.

29 FUNDING AGREEMENT WITH ENVIRONMENT AGENCY FOR THE NEWHAVEN FLOOD ALLEVIATION SCHEME

29.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

DECISIONS

29.2 The Lead Member RESOLVED to (1) approve grant funding of £1.5m to the Environment Agency to fund the delivery of the Newhaven Flood Alleviation Scheme; and

(2) delegate authority to the Director of Communities, Economy and Transport to approve the terms of any agreements and to take all other necessary actions in respect of recommendation (1).

Reasons

29.3 The Newhaven Flood Alleviation Scheme is one of the Local Growth Deal schemes to come forward in East Sussex and its delivery will help unlock new housing and employment space and create jobs across the Newhaven Clean Tech and Maritime Growth corridor.

29.4 The Environment Agency is a key delivery partner for the County Council in achieving its ambitions for driving economic growth in Newhaven. The awarding of the £1.5m grant will enable the Environment Agency to deliver the package of flood alleviation measures, subject to the approval of the South East Local Enterprise Partnership's Accountability Board, bringing forward greater viability towards unlocking key strategic sites in Newhaven for commercial and housing opportunities.

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Report to:	Lead Cabinet Member for Strategic Management and Economic Development
Date of meeting:	26 April 2016
By:	Director of Communities, Economy and Transport
Title:	Newhaven Enterprise Zone
Purpose:	To note the successful application to Government for the creation of an Enterprise Zone for Newhaven, and to consider the creation of a multi-agency Implementation Team to support its delivery

RECOMMENDATIONS: the Lead Member is recommended to:

- (1) Note the successful application, in partnership with Coast to Capital Local Enterprise Partnership, to create an Enterprise Zone on eight key sites in Newhaven to facilitate inward investment and economic growth in line with Government's key assessment criteria for new Enterprise Zones;**
 - (2) Note that the Enterprise Zone will officially commence in April 2017 and that there is a significant amount of preparatory work required as it is a proposal of regional significance; and**
 - (3) Authorise the Director of Communities, Economy & Transport to engage with Lewes District Council and key supporting partners through a multi-agency Implementation Team**
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1 Background Information

1.1 Enterprise Zones (EZ) are a central pillar of the Government's long-term plan to rebalance the economy. In total, the Government is investing £330 million to support Enterprise Zones to realise their potential as engine rooms of local economies.

1.2 There are now 44 Enterprise Zones across England (including Newhaven) that have been announced. To date, the 24 previously established Enterprise Zones have attracted more than 560 businesses, secured £2.2 billion of private sector investment and created over 20,000 local jobs. Enterprise Zones have been successful in attracting world class companies and their suppliers, as well as stimulating local business formation, clustering and growth.

1.3 It is also worth noting that the Coast to Capital Local Enterprise Partnership (C2C LEP) has agreed that 100% of the uplift in business rates will be retained by Lewes District Council to reinvest in the local area to support the delivery of the Enterprise Zone.

2 Supporting Information

2.1 The successful Enterprise Zone bid covers eight non-contiguous sites and a total of 79 hectares. In this respect Newhaven is unusual, as the majority of Enterprise Zones are on linked / adjoining sites, as noted by Genecon who conducted the Enterprise Zone Proposals Prioritisation for East Sussex County Council in September 2015. Enterprise Zone status is rare for urban centres (typically due to difficulties associated with multiple land ownerships as well as the lack of space for major companies to occupy) and so the achievement in successfully gaining Enterprise Zone status for Newhaven should be noted.

2.2 There are eight sites in the Newhaven Enterprise Zone, the majority of which are privately owned, although significant proportions of both the Town Centre and Avis Way sites are in Lewes District Council's ownership:

- East Quay (19 ha)
- Eastside North (5.2 ha)
- Eastside South (2.2 ha)
- North Quay (13.4 ha)
- Railway Quay (4.6 ha)

- Bevan Funnell (2.4 ha)
- Town Centre (5.9 ha)
- Avis Way Industrial Estate (26.7 ha)

2.3 Lewes District Council has undertaken a detailed analysis of the potential benefits of the Enterprise Zone for Newhaven. This estimates that, commencing in April 2017, EZ status will directly lead to the creation of around 55,000m² of new commercial floor space, refurbish a further 15,000m² of commercial floor space and create and sustain around 2,000 jobs over the Zone's 25-year lifespan.

2.4 Alongside the other Newhaven-focused regeneration activity, the Enterprise Zone therefore has the potential to have a significant positive impact on local residents, businesses and economic growth. Enterprise Zone status also places a strong emphasis on the commercial proposition – ensuring effective place-making and the need for a mix of residential, commercial and industrial development across the eight key strategic sites identified.

Enterprise Zone Governance

2.5 The Government expects all Enterprise Zones to have clear and accountable governance and delivery mechanisms in place prior to the EZ commencing. This includes a requirement to provide regular reports back to Government on progress.

2.6 It is therefore proposed that new governance arrangements are put in place which reflect the Government's guidelines whilst ensuring local partners are engaged to ensure timely delivery. We will therefore seek to revise current Officer meetings – such as the Newhaven Delivery Group – to ensure these reflect EZ designation. This new Implementation Team will oversee delivery of the EZ and will most likely involve officers from Lewes District Council (LDC), Newhaven Town Council, East Sussex County Council, Coast to Capital LEP and representation from the South East Local Enterprise Partnership (SE LEP) as well as key Government departments.

2.7 The C2C LEP is ultimately answerable to Government for the implementation of the EZ, so they will need to have a governance structure that offers them the necessary assurance. Therefore any governance arrangements will need to be agreed by the C2C LEP Board, through a Memorandum of Understanding (MoU). A draft MoU has been prepared by Government and is attached as Appendix 1.

3 Conclusion and Reasons for Recommendations

3.1 The successful Enterprise Zone bid for Newhaven is a positive step forward to the achievement of County Council priorities for driving economic growth. It will enable the development of key employment sites in Newhaven, and will create a significant number of new jobs as well as boosting the area's ability to attract inward investment into East Sussex.

3.2 The successful implementation of the Enterprise Zone will require collaborative working with a great many partners, including the County Council. The Lead Member is therefore recommended to authorise the Director of Communities, Economy and Transport to engage with other partners on the proposed Implementation Team which will have a positive impact on its delivery.

RUPERT CLUBB

Director of Communities, Economy and Transport

Contact Officer: James Harris

Tel. No. 01273 482158

Email: james.harris@eastsussex.gov.uk

LOCAL MEMBERS

Councillor Butler, Councillor Charlton

BACKGROUND DOCUMENTS

None

Enterprise Zone Memorandum of Understanding

THIS AGREEMENT is datedMarch 2016

PARTIES

1. **THE SECRETARY OF STATE FOR COMMUNITIES AND LOCAL GOVERNMENT** whose principal address is 2 Marsham Street, London, SW1P 4DF (**Secretary of State**);
2. Each of the local authorities for the area of the Enterprise Zone, whose names and principal addresses are listed at Schedule 1 (together the **Relevant Local Authorities**)
3. The Local Enterprise Partnership for the area of the Enterprise Zone, whose names and principal addresses are listed at Schedule 2 (**the Local Enterprise Partnership**)

BACKGROUND

- A The Secretary of State has the power to declare an area to be an Enterprise Zone.
- B. Enterprise Zones are single or multiple sites designated for business development which may offer business rate discounts or enhanced capital allowance for new businesses locating on the sites. Enterprise Zones are on sites which would ordinarily not be expected to generate significant business growth nor generate any business rates without incentives and /or dedicated local stakeholder support. Any increase from business rates income which arise from the development of an Enterprise Zone site will not be affected by business rates reform, reset or redistribution for a period of 25 years.
- C. A local enterprise partnership is a voluntary partnership between local authorities and businesses to help determine local economic priorities and lead economic growth within their local area. This includes arrangements for the establishment and operation of Enterprise Zones. As some local enterprise partnerships are not corporate bodies, a local authority may act as an accountable body on their behalf.
- D. In agreement with the Local Enterprise Partnership local authorities responsible for all or part or all of an Enterprise Zone use any increase in business rates they collect from each Enterprise Zone site to support the further development of the Enterprise Zone and neighbouring areas.
- E. Taking account of the application included within the attached schedule and other representations made by the Local Enterprise Partnership, the Secretary of State with the agreement of the Chancellor of the Exchequer offers the Local Enterprise Partnership and Relevant Accountable Bodies the right to set up and establish arrangements for the operation of the Enterprise Zone subject to the terms and conditions set out within the other paragraphs of this Memorandum of Understanding. To allow all parties to review their interests, in the first instance this Memorandum of Understanding extends to 2020.

IT IS AGREED THAT:

1 DEFINITIONS

In this Memorandum of Understanding the following words and phrases shall have the following meanings:

“Accountable Body” means a local authority organisation(s) responsible for one or more aspects of the operation of the Enterprise Zone in line with plans agreed with the Local Enterprise Partnership.

“Application” means the application for enterprise zone status submitted to the Secretary of State by the Local Enterprise Partnership on 18th September 2015 (which may be amended from time to time after the date of this Memorandum of Understanding) and includes each of the representations at Schedule 3 of this Memorandum of Understanding (in the event of conflicting statements, Schedule 3 and then the latest validly made variation shall take priority).

“Enterprise Zone” means one or more sites which under the Regulations (as amended from time to time) are able to offer specific business incentives and permitted by the Secretary of State to market themselves as such.

“Regulations” means 'Capital Allowances (Designated Assisted Areas) Order 2016', 'Non-Domestic Rating (Designated Areas) Regulations 2016', and 'Non-Domestic Rating (Rates Retention) Regulations 2013'.

“Relevant local authorities” means a local authority on which all or part of an Enterprise Zone is situated and as a consequence collects business rates from businesses in operation on that site.

“Term” means the earlier of 31 March 2020 or the date of the Secretary of State, each of the Local Enterprise Partnership or each of the Relevant Local Authorities giving written notice to the other parties to this Memorandum of Understanding of its intention to terminate the Enterprise Zone status under clause 5.

2 AGREEMENT TO SET UP AND OPERATE AN ENTERPRISE ZONE

Having relied upon the representations made by the Local Enterprise Partnership in the Application, the Secretary of State offers the Local Enterprise Partnership and the Relevant Local Authorities the right to set up and operate the Enterprise Zone for the Term, subject to the terms of this Memorandum of Understanding, including the right to benefit from the following business incentives:

- Permitting the Relevant Local Authorities to retain 100% of any business rate increase which accrues for a period of 25 years from the commencement date (this being 1st April 2017) of the Enterprise Zone, providing that such sums are directed towards the development of the Enterprise Zones and thereafter towards the Local Enterprise Partnership's other identified growth priorities;
- Central government will reimburse the cost incurred by Relevant Local Authorities in providing a 100% business rates discount for a period of up to five years, to any business which sets up operations within the Enterprise Zone site before 31 March 2022, and is able to receive the support within the State Aid De Minimis threshold (or other limitation applicable by law);

- As an alternative to the reimbursement of business rates, and up until 31st March 2020, Central Government will reimburse the Relevant Local Authorities the cost of allowing businesses occupying an Enterprise Zone sites within an Assisted Area to count 100% up to €125 million of their first years' expenditure on qualifying plant and machinery assets against taxable income as an Enhanced Capital Allowance (**ECAs**)
- The Local Enterprise Partnership and Relevant Local Authorities can together agree to other local authorities benefitting from the benefits of the Enterprise Zone during the Term provided they have entered into an inter-party agreement as set out in 3.2 (a) and meet the relevant requirements in the regulations. In this situation, notice shall be given to the Secretary of State of the arrangement.

3. TERMS AND CONDITIONS

3.1 The Relevant Local Authorities and the Local Enterprise Partnership agree, having undertaken due investigation, that at the date of this Memorandum of Understanding:

- (a) The statements within the Application are accurate;
- (b) they are not aware of any information which is likely to materially undermine the ability of the Local Enterprise Partnership and the Relevant Local Authorities to deliver the Enterprise Zone in accordance with the Application and achieve the outputs; and
- (c) they are not aware of any information, which is likely to significantly delay the Local Enterprise Partnership in delivering the Enterprise Zone in accordance with the Application or achieving the outputs.

3.2 The Relevant Local Authorities and Local Enterprise Partnership confirm, having undertaken due investigation, that:

- (a) they have obtained or shall use all reasonable endeavours to promptly obtain necessary approvals, authorisations, consents, exemptions, licences, permits, permissions (including planning permission) or registrations necessary to deliver the Enterprise Zone in accordance with the Application;
- (b) they have or will secure the expertise and capacity to set up and operate the Enterprise Zone in accordance with the Application;
- (c) they will undertake all the steps to set up and operate the Enterprise Zone and confirm that each of these shall be achieved compliantly (including but not limited to achieving compliance with applicable procurement, state aid, planning law and all rules relating to the collection and distribution of business rates, discount, and use of business rates for investment); and
- (d) they will deliver the relevant incentives at Schedule 4 for the period set out in the Application and this Memorandum of Understanding.

3.3 The Relevant Local Authorities and the Local Enterprise Partnership agree to:

- (a) organise and promote a governance group for the Enterprise Zone which is able to make strategic and operational decisions. This shall include representatives of each relevant local authority and shall meet at least quarterly (“**Governance Group**”); and
- (b) enter into Memorandum of Understandings with each other which set agreed objectives and priorities for the Enterprise Zone as well as terms necessary to give effect to this Memorandum of Understanding (for example, provisions covering the use of business rates retained by local authorities and how local authorities will use their general power of competence to support the Enterprise Zone, including but not limited to Compulsory Purchase Orders, simplified planning regimes, development orders, Joint Ventures and borrowing to support investment and arrangements for the provision of monitoring data). Where during the Term, new local authorities become involved in the Enterprise Zone or the legal status of Local Enterprise Partnerships and local authorities involved in the Enterprise Zone changes, the Secretary of State requires that the Local Enterprise Partnership uses all reasonable endeavours to enter into new Memorandum of Understandings under this clause. Copies of these Memorandum of Understandings should be sent to the Secretary of State within 50 days of execution.
- (c) to use government subsidies provided for the Enterprise Zone (including the subsidy provided under this Memorandum of Understanding and the Regulations) for the objectives of the Enterprise Zone and in compliance with relevant laws.

3.4 Implementation Plan

The Local Enterprise Partnership in consultation with the Relevant Local Authorities shall design and submit to the Secretary of State a 5 year implementation plan (which sets out the major steps and the individual(s) and organisation(s) who will be responsible to set up, operate and deliver the objectives and priorities which have been agreed for the Enterprise Zone) no later than 1st March 2017.

3.5 The **Cities and Local Growth Unit** shall support:

- (a) the set up and delivery of the Enterprise Zone (in particular through the contact for the Enterprise Zone, which is Nigel Stewardson in the first instance (E-mail: nigel.stewardson@bis.gsi.gov.uk - Telephone: 0207-215-6706), supported by Philip Carr (E-mail: Philip.carr@bis.gsi.co.uk – Telephone: 0207-215-2934) who shall advise on the procedures for establishing the zones and resolving issues, which may arise in relation to government funding or legal arrangements. The Local Enterprise Partnership and Relevant Local Authorities shall be informed if there is a change in the Cities and Local Growth Unit team contact.

- (b) Enterprise Zones by providing information on the Enterprise Zone to the market via press releases, its national Enterprise Zone website, Twitter account and other media; and
- (c) Collaboration, by inviting senior leaders from all England's Enterprise Zones to meet to discuss progress, challenges and good practice with senior government officials and Ministers

this support shall be provided up until 31 March 2020 and may be renewed or subject to alteration after that date.

3.6 The Relevant Local Authorities and Local Enterprise Partnership shall:

- (a) send the Cities and Local Growth Unit contact the details of the primary point of contact ("**Local Enterprise Zone Contact**", a named representative agreed with the Local Enterprise Partnership) for the Enterprise Zone within 20 Working Days of entering into this Memorandum of Understanding. The Cities and Local Growth Unit contact shall be informed if there is a change in the Local Enterprise contact.
- (b) authorise the Local Enterprise Contact to discuss progress of the Enterprise Zone with the Cities and Local Growth Unit contact either in face-to-face or telephone meetings at least once a quarter. Such meetings shall be two-way enabling both parties to understand progress of the Enterprise Zone. Share information about the wider Enterprise Zone network and any issues which might adversely affect the planned progress of the Enterprise Zone.
- (c) take all reasonable steps to allow the Cities and Local Growth Unit team contact (or another team member in their place) to attend the Governance Group meetings (as mentioned at clause 3.5(a) including providing information on the date and location of meetings and sending papers which will be discussed. The Cities and Local Growth Unit team contact shall be entitled to decide whether they attend in an observer capacity or as a participant at the Governance Group meeting.

3.7 Marketing

The Relevant Local Authorities and the Local Enterprise Partnership agree to use all reasonable endeavours to

- (a) promote the Enterprise Zone;
- (b) share with the Secretary of State a marketing plan for the Enterprise Zone within six months of entering into this Memorandum of Understanding; and
- (c) use DCLG and Enterprise Zone logos within marketing communications and signage.

3.8 Monitoring

The Relevant Local Authorities and the Local Enterprise Partnership agree to use all reasonable endeavours to complete the management information at

Schedule 5 within 21 Working Days of the commission from DCLG, which will be quarterly at the end of January, April, July and October.

4. CHANGES

All changes to the text of the application or this Memorandum of Understanding must be approved by the Secretary of State in writing prior to the relevant change being deemed to be effective. Until such time as a change is made in accordance with this clause, the parties shall, continue to perform this Memorandum of Understanding in compliance with its terms before such change.

5. TERMINATION

- (a) The Secretary of State shall be entitled to suspend or withdraw the right of any or all of the Local Enterprise Partnership and / or the Relevant Local Authorities to market an Enterprise Zone if, acting reasonably, the Secretary of State is of the view that a party has acted in a way which significantly damages the reputation of the Enterprise Zone Programme or if there has been a material breach of this Memorandum of Understanding.
- (b) The Relevant Local Authorities and Local Enterprise Partnership with the Memorandum of Understanding involved in delivering the Enterprise Zone is entitled to ask for the Enterprise Zone status to be rescinded by submitting notice in writing.

6. GOOD FAITH AND COOPERATION

Each party covenants with the others that they shall act with the utmost good faith towards the other, shall comply with reasonable requests for information in relation to the Enterprise Zone submitted from time to time and will not do anything which would deliberately put the other in breach of its obligations under this Memorandum of Understanding.

7. MISCELLANEOUS

Nothing in this Memorandum of Understanding shall constitute a partnership or joint venture between any of the parties.

ACCEPTANCE

This Memorandum of Understanding has been entered into on the date stated at the beginning of it.

Signed for and behalf of
**SECRETARY OF STATE FOR
COMMUNITIES
AND LOCAL GOVERNMENT**

Authorised Signatory: _____

Print Name: _____

Local Enterprise Partnership Accountable body signs here

Signed by
COAST TO CAPITAL LOCAL ENTERPRISE PARTNERSHIP

Authorised Signatory: _____

Print Name: _____

(Add more as required) _____

Signed for and in agreement with

Name of Local Authority

LEWES DISTRICT COUNCIL Authorised Signatory: _____

Print Name: _____

SCHEDULE 3 KEY INFORMATION ON NEWHAVEN ENTERPRISE ZONE

General	
Name of Enterprise Zone	Newhaven Enterprise Zone
Name of Local Enterprise Partnership	Coast to Capital
Relevant local authorities	Lewes District Council & East Sussex County Council

What is the Local Enterprise Partnership’s agreed approach, with the relevant local authorities, about how the retained rates will be used to support development on the Enterprise Zone?

Briefly explain your financial or investment plan for how (for example, through borrowing or development of a recycling fund) and when the retained rates will be used.

The uplift in business rates will be used to support the delivery of the EZ-related measures. In particular, the additional resource generated will be used as funding leverage to support:

- The provision of additional infrastructure and site remediation to bring forward sites for employment-generating redevelopment, such as improving power supplies, water and sewage links to sites, improving broadband (exploring links to the innovative new Digital Exchange in Brighton), cleaning up contaminated sites and improving immediate site access roads where necessary.
- Improved harbour facilities to promote the maritime sector and reinforce the importance of Newhaven Port as a key gateway and regionally significant economic asset.
- Sustainable transport improvements to facilitate greater accessibility, pedestrian and vehicle flow throughout Newhaven.
- Public realm enhancements – building on existing projects, including the Transport Interchange – to attract investors and employers and improve perceptions of the town.
- Improved road access, both in the town and including an examination of how local funding can leverage in strategic transport funding to enhance the A26 link to the A27.
- Facilitating skills training and apprenticeships to upskill the local

workforce, addressing identified employability constraints and attracting high-growth firms in need of a substantial pool of skilled labour.

- Marketing, promotion and management – Newhaven is developing a strong focus on clean, green and marine technologies. This sectoral emphasis will form the bedrock of the EZ and offers promotional opportunities at the supply chain for the Rampion OWF, amongst others. The role Newhaven can play in rebalancing the Greater Brighton economy to ensure the town is seen as a location in which to invest and grow businesses will also be an important aspect of marketing and promotional activities.

Please describe the governance arrangements for the proposed Enterprise Zone, clearly setting out the name and job title of the Senior Responsible Officer for delivery of the Zone, the governance structure and explain how progress will be owned by the Local Economic Partnership Board.

Name of Senior Responsible Owner: Nazeya Hussain

Job title: Director of Business Strategy & Development, Lewes District Council

Governance structure:

The EZ will primarily be governed by the Newhaven Delivery Group (NDG), comprising a mixture of public and private stakeholders. The group works to drive forward the delivery of a range of projects in Newhaven, and seeks to ensure strong co-ordination of all regeneration and economic development activity across the area. Key personnel include:

- Becky Shaw, Chief Executive, East Sussex County Council
- Jenny Rowlands, Chief Executive, Lewes District Council
- Nazeya Hussain, Director of Business Strategy & Development, Lewes District Council
- Max Woodford, Head of Regeneration & Investment, Lewes District Council
- Ed Sheath, Head of Strategic Policy, Lewes District Council
- James Harris, Assistant Director – Economy, East Sussex County Council
- Susie Mullins, Head of Strategic Development, Newhaven Town Council
- Jonathan Sharrock, Coast to Capital LEP
- Newhaven Port & Properties (The Port Authority)
- Locate East Sussex

- An Independent Chair, who is a local resident – now retired – with extensive experience of leading regeneration and economic development in a local and regional government setting.

The Newhaven Delivery Group has already been established in advance of EZ designation, with a view to guiding development. The existing objectives of the group are:

- To act as officer resources to support the delivery of key investment projects (such as flood defences, Port Access Road and Denton Island)
- To coordinate action and communication between all the parties involved in the future development of Newhaven harbour and town
- To identify opportunities for development and for funding
- To create and oversee implementation of a long term approach for development of business and employment in Newhaven harbour and town
- To identify, promote and implement specific projects and initiatives which contribute to the development of Newhaven as a thriving business community.

The governance of the Enterprise Zone will be added to the terms of reference and will become the main focus for the NDG. The existence of this dedicated governance board ensures that there is sufficient capacity to guide and manage the Newhaven EZ. All three tiers of Local Government are committed to the EZ, and all members of the group bring a variety of skillsets which will play pivotal roles in successfully establishing the EZ.

The Newhaven Delivery Group will then report back to the Greater Brighton Economic Board, as GBEB is the investment board responsible for overseeing a 6-year programme of investment in jobs, housing, business and skills support for the Greater Brighton City Region. The GBEB can also help to ensure that the Enterprise Zone is fulfilling its role of rebalancing the economy and leveraging private sector investment from across the Greater Brighton area. GBEB also includes membership from the key bodies such as the LEP, local authorities (Lewes, Brighton & Hove, Mid Sussex, Adur & Worthing), business representatives and all three local universities.

How will the LEP Board own and drive progress:

The agreement with Coast to Capital LEP is that business rates retention will be spent on infrastructure and enabling growth for the EZ and for the wider area that the EZ benefits (ie. Newhaven). Where there are any business rates retained above the infrastructure requirements, these would be put towards location marketing and other economic development initiatives designed to promote the emerging sector specialism in clean, green and marine

technologies.

Each area within Coast to Capital has a nominated Board Director who both represents the LEP in that area and engages in all activity. The Board Director is also a member of the Greater Brighton Economic Board, which will be the principle line of accountability for the EZ and through the GBEB to the LEP Board. In addition the lead Board Director for Growing Places investment is actively involved in directing and negotiating current investments in Newhaven.

As a Growth Deal project, the Enterprise Zone will be reported directly to the LEP Board via the Programme Reporting Book and via detailed reports at every meeting. Each individual investment project in Newhaven and the Enterprise Zone will also be reported via these mechanisms both to the LEP Board and GBEB.

Coast to Capital has nominated Jonathan Sharrock as the senior executive team member that will lead the EZ activity. Jonathan is also a member of the Newhaven Delivery Group.

capacity and skills you will make available to deliver the Enterprise Zone on a day-to-day basis, including the job titles and names of each of the staff members in the Local Enterprise Partnership and the relevant local authorities and the total costs of this staff team.

Coast to Capital LEP has an experienced project team that will oversee delivery of the EZ. The team will be led by Paul Castle, Growing Places Fund Manager, reporting to the LEP Board. Newhaven is a key focus for Coast to Capital and the team's experience of delivering projects through the Growth Deal will play a key role in ensuring the outcomes from EZ designation are achieved.

The existing Regeneration & Investment team at Lewes District Council has considerable skill and knowledge around business support, skills, sites & premises issues. Much of the team's work is focused on Newhaven. The team is led by Max Woodford, Head of Regeneration & Investment, reporting to Nazeya Hussain, Director of Business Strategy & Development. In addition, the Newhaven Growth Quarter scheme requires the reinvestment of surplus income towards promoting the clean tech agenda for Newhaven. This resource will be combined with existing capacity and retained income from Business Rates growth to fund a dedicated post to ensure a very strong package to support EZ implementation.

LDC's Regeneration & Investment team also incorporates skills around

branding and effective business engagement, as evidenced by the growing (and successful) Lewes District Business Awards. Moreover, our inward investment partner – Locate East Sussex – are very experienced in place marketing and have prepared new marketing tools to support EZ delivery in Newhaven.

Costs:

Costs:

Staff Member	Job Title / Organisation	Estimated Annual Cost to EZ (£)
To be filled	EZ Manager, funded by LDC and LEP from retained business rates income (but working to LDC)	50,000 (including on-costs)
Paul Castle	Growing Places Fund Manager / C2C LEP	No additional cost
Nazeya Hussain	Director of Business Strategy & Development / LDC	£6,000 (c.5% of salary with on-costs: Existing budget)
Max Woodford	Head of Regeneration & Investment / LDC	£12,000 (c.15% of salary with on-costs: Existing budget)
Sophie Moss	Business Events Officer / LDC	£10,000 (c.33% of salary with on-costs: Existing budget)
Locate East Sussex	Inward Investment Partners	£20,000 (Existing Budget)

Q will you gather data that will allow the Local Enterprise Partnership and local authorities to monitor progress of the Enterprise Zone, for example this could include on delivering new jobs, business, and investment?

Monitoring of the implementation of the EZ will include (but not be limited to) tracking:

- The number of inward investment enquiries [Evaluation will be the

comparison with the number of enquiries before the EZ].

- Quarterly monitoring will be undertaken by Locate East Sussex
- How many of those enquiries come to fruition [Likewise, evaluation of how this compares to before in terms of conversion rates].
 - Evaluation by Locate East Sussex
- The number of key infrastructure projects that are delivered in and around the EZ.
 - Monitored through the work of the Newhaven Delivery Group
- The number of key sites that come forward for planning [Evaluation will be the extent to which they are assisted through the process by the LDO, rather than getting stuck in planning or refused permission].
 - Monitored by the Strategic Policy team at Lewes District Council
- The amount of new employment floorspace built.
 - Monitored by the Strategic Policy team at Lewes District Council
- The number of new homes built.
 - Monitored by the Strategic Policy team at Lewes District Council
- The uplift in job numbers in the EZ, town, district and City Region.
 - The Newhaven EZ Team will work with Lewes and Newhaven Job Centre Plus to monitor vacancy levels, as well as using statistical analysis using data supplied by East Sussex County Council (via www.eastsussexinfigures.org.uk)
- The uplift in land values across Newhaven.
 - Monitored by Locate East Sussex, in conjunction with the ongoing survey of locally active commercial agents
- The improvement in workforce skills in the town.
 - Alongside statistical analysis of published data sources, Lewes District Council is exploring the feasibility of creating an annual Business Survey which will facilitate commentary from employers on the suitability of the local workforce for available employment opportunities.
- Improvements to the town centre and public realm [Evaluation of these will be qualitative rather than quantitative, other than assessing any

reduction in vacancy rates in the shopping streets].

The annual Business Survey proposed by Lewes District Council will enable statistical ranking analysis to be undertaken to assess qualitative perception of key public realm amongst local businesses.

Q E5 Briefly set out your plan for marketing the sites to occupiers and/or investors, in the case of multiple site zones being clear if they will be marketed in clusters or in stages.

It is proposed that the multiple sites included for EZ designation will be marketed in phases to ensure that land values in the market are not deflated by the availability of developable sites with attractive terms for investors and occupiers.

Marketing of the sites will be led by Locate East Sussex¹ in collaboration with Lewes District Council, the Newhaven Delivery Group, key private landowners and Coast to Capital LEP.

Locate East Sussex would utilise its established marketing channels, including its website, social media, e-newsletters, video presentation and brochureware to promote the development sites. In addition, direct marketing activities would target specific businesses that may be attracted by the extent of development currently taking place in the town and the prospects for continued growth in the future. Locate East Sussex has successfully collaborated with partners to enhance promotional activities and would work closely with local business organisations including Newhaven Chamber of Commerce, ACES (the Alliance of Chambers in East Sussex) and the Federation of Small Business to raise awareness of the Enterprise Zone. Current partnerships with UKTI would be given additional focus to highlight opportunities for overseas investors and for non-UK companies looking to establish a presence and collaboration with Marine South East would enable effective targeting of marine orientated businesses. In addition, Locate East Sussex would work closely with the UTC as well as the Universities of Brighton and Sussex to ensure their networks are kept fully informed of the opportunities available.

On behalf of East Sussex County Council, Locate East Sussex also manages a fund to finance capital investment to support the creation of new employment opportunities and comprehensive details would be an integral part of any communications activities.

¹ Funded by County, District and Borough Councils of East Sussex – including Lewes District Council – Locate East Sussex works to help local businesses to grow and to attract new companies into the county.

Cluster Marketing

Locate East Sussex will work closely with existing landowners, including Newhaven Port and Properties, Royal Bank of Scotland, Bernard Leach and Avalon Developments LLP to coordinate marketing activities. Within this, consideration will be given to the prospective occupiers of the individual sites with reference to their location in Newhaven and the likely requirements of occupying companies, particularly in reference to the business sector in which they operate and the focus on 'clean, green and marine' industries.

SCHEDULE 4 – SITES AND INCENTIVES

Proposed Sites	EZ	District / Local authority Ward	ECA	BRD	BRR
EAST QUAY		LEWIS DISTRICT COUNCIL	N/A		
EASTSIDE NORTH		LEWIS DISTRICT COUNCIL	N/A		
EASTSIDE SOUTH		LEWIS DISTRICT COUNCIL	N/A		
NORTH QUAY		LEWIS DISTRICT COUNCIL	N/A		
RAILWAY QUAY		LEWIS DISTRICT COUNCIL	N/A		
BEVAN FUNNEL SITE		LEWIS DISTRICT COUNCIL	N/A		
TOWN CENTRE		LEWIS DISTRICT COUNCIL	N/A		
AVIS WAY INDUSTRIAL ESTATE		LEWIS DISTRICT COUNCIL	N/A		

SCHEDULE 5 – MANAGEMENT INFORMATION

Q1* What was the value of the retained rates that were reinvested in the Enterprise Zone in the last financial year?

Q2* What was the value of the retained rates that were reinvested in the LEP area in which the Enterprise Zone is situated, including the amount in Q1, in the last financial year?

Q3* What was the value of the borrowing against retained rates undertaken by the LEP accountable body or the EZ local authority in the last financial year?

Q4 What was the change in the number of newly created jobs, excluding construction jobs, on the Enterprise Zone in this quarter?

Q5 What was the change in the number of newly created construction jobs on the Enterprise Zone in this quarter?

Q6 What was the change in the number of jobs that were safeguarded on the Enterprise Zone in this quarter?

Q7 Was a Local Development Order introduced on the zone or a part of the zone this quarter?

Q8 What was the change in the number of businesses that started trading on the zone this quarter?

Q9 What was the value of any new public sector capital investment on the zone this quarter? Do not include borrowing against retained rates.

Q10 What was the value of any new public sector revenue investment on the zone this quarter?

Q11 What was the value of any new private sector investment on the zone this quarter (excluding non-monetary investment)?

Q12 What was the value of any new private sector non-monetary investment on the zone this quarter, e.g. use of facilities, staff?

Q13 What area of land was reclaimed and made ready for development on the zone this quarter?

Q14 What commercial floorspace was constructed on the zone in this quarter?

Q15 What commercial floorspace was refurbished on the zone this quarter?

Q16* "What was the market rate for leasing commercial floorspace on the Enterprise Zone as of the current date?"

Q17 What land sales were there on the zone this quarter?