

Wednesday, 2<sup>nd</sup> November 2022  
Meeting Notes

<p>Chris Maidment (CM) welcomed everyone to the meeting and extended a special welcome to Emma Smith as the new Area Lead for the South East, Department for Levelling Up, Housing &amp; Communities (DLUHC).</p> <p>Apologies received from Councillor Atif Nawaz, Paul Scrivens, Darren Ford, Sally Brown, Abi Cunliffe-Hall, Tony Middleton, Jonathan Rowe, Peter Rainier, Richard Lennard, Neil Cooper, Kathryn Ripley, Louise Blackwell, Steve Burston and Jo Ward.</p> <p>The minutes of the previous meeting (<a href="#">21<sup>st</sup> September 2022</a>) were accepted, noting the following:</p> <ul style="list-style-type: none"> <li>Lynn Hainge (LH) confirmed that Crawley's funding bid was submitted on 30 September 2022, following the approach agreed at the last Town Deal Board and we are awaiting a response from DLUHC. Crawley BC is making preparations for the next steps with a focus on delivering stakeholder engagement and cost of living activity in Q4 of year 1. A copy of the final submission will be circulated with the minutes of today's meeting.</li> </ul>	LH
<p>Clem Smith (CS) presented <a href="#">an update</a> on the Innovation Centre including the following key points:</p> <ul style="list-style-type: none"> <li>Summary of the delivery objectives</li> <li>Planning approval granted 1<sup>st</sup> November 2022 and tender process for works contract has commenced.</li> <li>Positive discussions ongoing with potential anchor tenant</li> <li>Anticipated completion of building works and Centre opening by Dec 2023.</li> <li>Summary of project expenditure for Q2 and forecast.</li> <li>Priorities for next six months include appointment of project director, works mobilisation, appointment of marketing agent, launch marketing campaign and commence tender process for managing agent CIC.</li> </ul> <p>Vicky Illingworth (VI) provided a verbal project update, highlighting the following:</p> <ul style="list-style-type: none"> <li>Reminder of the 3 core delivery strands: Construction skills hub, new further education skills training infrastructure and expansion of university level and higher education training provision to help Crawley students boost qualifications and progression pathways (supporting new Institute of Technology - IoT).</li> <li>Invest in Skills sub-group continues to meet regularly and recently hosted a visit from BT for Education.</li> <li>Construction costs have increased significantly, resulting in a review of the size of the construction hub and IoT building in order to meet budgets.</li> <li>Decision taken to integrate construction hub with the IoT to reduce running costs, mitigate risks and be compatible with the agreed masterplan for the Crawley College campus.</li> <li>A number of equipment purchases have been pushed back to align with construction timescales; this is reflected in the latest financial profile.</li> <li>Projected spend for 2023/24 is likely to be re-profiled into 2024/25.</li> <li>Following submission of the business case, DLUHC requested further information in relation to value for money, benefit:cost ratios and additional benefits – this information was provided in late August and we are awaiting a response from DLUHC.</li> </ul>	

Ana Christie reported that the Chamber is seeing increasing pressure within the construction sector with contractors only allowing quotes to be valid for 1-2 days, highlighting the need to be aware of shorter lead-in times. VI will contact Claire Witz with regard to the Local Skills Improvement Plan.

CM invited Emma Smith to comment on the potential delays to projects. ES responded that she does not anticipate any interference with funds that are already committed and suggested that the next fiscal statement will be looking more at future funding. ES highlighted the need to maintain local assurance procedures and ensure that any changes are reflected in the project adjustment process. ES will report back some of the issues highlighted today to colleagues and press for updates, continuing to liaise with the Town Deal Board through Nigel Tidy.

,, 0, - ( , ( 0( Nigel Tidy (NT) presented [a project update](#) including:

- Overarching objective to progress the drive for Net Zero in Crawley and incentivize more skilled green jobs in this sector
- Primary focus on micro-enterprises and small businesses (<50 employees)
- Scheme will offer 3 grant options (business investment, development and start-up) of up to £175k.
- Crawley BC to go out to tender for business advisors in the next 2-3 weeks - to shape and promote the programme and assist applicants with drafting compliant applications.
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CM thanked SS and others for their respective project updates and welcomed the positive progress being made.

ES reiterated CM's comments and would welcome the opportunity to visit Crawley and see these excellent examples of what is being delivered through the Towns Fund. ES was particularly pleased to see so many examples of 'green' projects coming forward.

Henry Smith MP agreed that it would be good to visit some of the projects being delivered and affirmed his understanding that any funds already committed should be safe. If anyone has any specific issues they would like to raise in relation to this, Henry invited them to email him directly at [henry.smith.mp@parliament.uk](mailto:henry.smith.mp@parliament.uk).

