

North Lowestoft Heritage Action Zone

Joint Partnership Board and Delivery Team Meeting Agenda

Tuesday 11th June 2019 13:00 – 15:00 | Riverside RS-G20N Lowestoft

Attendees	Attendees Continued
Cllr Craig Rivett – East Suffolk Council (Chair) Dan Poitras (DP) – Lowestoft Vision Danny Steel (DS) – Lowestoft Vision Emma Chapman (EC) – East Suffolk Councils Edward James (EJ) – Historic England Tony Calladine (TC) – Historic England Karen Staples (KS) – East Suffolk Council Kate Ellis (KE) – East Suffolk Council Ben Porter (BP) – East Suffolk Council Melanie Van De Pieterman (MVDP) – East Suffolk Council Cllr Peter Knight (PK) – Lowestoft Town Council	Liz Martin (LM) – East Suffolk Council Paul Bradley (PB) – East Suffolk Building Preservation Richard Perkins (RP) – East Suffolk Building Preservation Sarah Foote (SF) – Lowestoft Town Council Shona Bendix (SB) – Lowestoft Town Council Teresa Howarth (TH) – East Suffolk Council Cllr Alice Taylor (AT) – Mayor, Lowestoft Town Council Victoria Cotterill (VC) – East Suffolk Council Jo Leverett (JL) – Jo & Louis
Apologies	Tentative
Paul Wood (PW) – East Suffolk Council	

Item	Description	Time
1.	Meeting Start – Welcome and Introductions	13:00
2.	Actions from the last meeting <ul style="list-style-type: none"> • Historic England/KS to circulate shop front research to the public once complete • KS to speak to DS and EJ about HAZ display going forward. KE and EC to provide support. • DS to be updated by BAR project group as he will be able to speak to some owners that he is involved in to enable their cooperation in solutions for BAR. • Group to inform KS of any events that could be added to communications plan • KS to add output column on communications plan • Historic England to explore option of Sir Laurie visiting during the Heritage Open Day – <i>to be discussed in item 4.</i> • KS to update delivery with personnel changes. 	13:05
3.	Project highlight report update – KS	13:10
4.	Heritage Open Days <ul style="list-style-type: none"> • Plan and logistics • Visit by Chair of Historic England 	14:00
5.	Project Governance	14:40
6.	Project communications <ul style="list-style-type: none"> • Information sessions to new district and town councillors 	14:45
7.	Summary of Actions	14:50
8.	AOB	14:55
9.	Meeting Close	15:00

Date of next meetings

HAZ Partnership Board Meetings

Date	Time	Location	Room
Tue 10/09/2019	13:00 – 15:00	Riverside, Lowestoft	RS-G12S Beccles
Tue 10/12/2019	13:00 – 15:00	Riverside, Lowestoft	RS-G12S Beccles

HAZ Programme Delivery Team Meetings – subject to change/dependent on need:

Date	Time	Location	Room
04/07/2019	10:00-12:00	Riverside, Lowestoft	RS-G01S Claud Castleton
08/08/2019	10:00-12:00	Riverside, Lowestoft	RS-G02S Thomas Crisp
10/09/2019	13:00 – 15:00	Riverside, Lowestoft	RS-G12S Beccles