

Coast to Capital

Annual General Meeting

Wednesday 10 November 2021

Harlequin Theatre, Warwick Rd, Redhill RH1 1NN and by video conference

Meeting minutes

Attendees

Board members:

In person - Julie Kapsalis (JK) – Chair; Richard Hopkins (RH); David Joy (DJ); Paul Marshall (Paul M); Claire Mason (CM); Frances Rutter (FR); Mark Brunt (MB); Natalie Bramhall (NB); Jane Longmore (JL) Richard Hopkins (RH);

Apologies – Martin Harris, Rosaleen Liard, Phelim Mac Cafferty, Amanda Jones, Karen Dukes, Jamie Arnell.

Key in person attendees:

Coast to Capital – Anthony Middleton (AM); Kirsten Trussell (KT); Kristel Smith (KS); Matthew Wragg (MW); Cali Gasson (CG); David Smith (DS); Jake Daniels (JD); Alice Masterson (AMS).

Accountable Body – Stephen Trigg (ST), Wendy McRae- Smith (WMS); Nigel Manvell (NM); James Hengeveld (JH).

BEIS – Sarah Bosley (SB);

1. Welcome

JK opened the Annual General Meeting (AGM), which was the second to be delivered virtually with technical support from Platform 9. It was noted that Board members were in attendance at the Harlequin Theatre in Redhill alongside the senior management team. Over two hundred external participants had also joined virtually and were warmly welcomed to the meeting.

2. Minutes of 2020 meeting

The minutes of the 2020 AGM were approved.

3. Annual report 2020/21

The Annual Report for 2020/21 which was published on our website on the 9th of November 2021 was praised.

4. Accounts for the year ended 31 march 2021

The Accounts for the Year End 31 March 2021 were noted as approved by the Board at its meeting on the 1 July 2021.

5. Coast to Capital articles of association

It was noted that the Coast to Capital articles of association had been updated in line with our governance changes as of 1 July 2021.

6. Confirmation of the Coast to Capital Board of directors

JK commended the existing Board of directors for their ongoing engagement and commitment and confirmed the Board directors for the year 2021/22 as follows:

Chair and CEO

- Julie Kapsalis (Chair and diversity champion)
- Jonathan Sharrock (CEO)
- Karen Dukes (Interim Vice-Chair)

Private sector directors

- Jamie Arnell
- Martin Harris (transport sponsor)
- Richard Hopkins
- Amanda Jones
- David Joy (housing and regeneration sponsor)
- Rosaleen Liard
- Claire Mason (SME representative)

Public sector directors

- Cllr Natalie Bramhall
- Cllr Phélim Mac Cafferty
- Cllr Paul Marshall
- Cllr Mark Brunt (District Council representative)

Higher and further education directors

- Frances Rutter
- Jane Longmore

In addition, specific thanks were paid to Board members who have stepped down over the past year including Cllr Colin Kemp, Cllr Dan Humphreys as Board members, and Cllr Bob Lanzer as a deputy Board member, all who had made a significant input to helping Coast to Capital during their time. Thanks, were also passed to Cllr Tony Newman, Cllr Hamida Ali, Cllr Manju Shahul-Hameed and the team at Croydon Council led by Lisa Taylor and Sean Murphy, who stepped away from the role as accountable body due to the LEP boundary changes.

7. Chair's statement

JK outlined the challenges Coast to Capital has faced in the last year and how the company has successfully reacted to the disruption caused by Covid-19. Achievements of the LEP were highlighted, notably from the growth hub who have had and responded to over 2,500 business support enquires, the launch of skills action plan, and the investment team who distributed £4million to over 200 SME's. What is more, Coast to Capital has continued its close working relationship with local authorities, to support their economic strategies and working with business and economic bodies across the region.

It was highlighted that the decision for LEPs to no longer administer regional investment funds, along with the impending LEP review and the publication of the 'Levelling Up' white paper, will be key in shaping Coast to Capital's objectives for the next financial year. However, JK illustrated how Coast to Capital is being proactive in defining itself, through continued engagement with business sectors, the publication of our skills action plan, the development of a regional project programme, and through the promotion of equality, diversity and inclusion.

8. Economic context

CM outlined the economic picture for Coast to Capital's region, noting an economic decline due to Covid-19 effects. The regions reliance on Gatwick airport was also a key factor to this decline. Significant redundancies, unemployment among the younger workforce and the need for re-skilling programmes were other key issues highlighted. The Economic decline was further worsened by changes in the business environment post-Brexit.

A 40% rise in new company registrations, was a source of optimism for economic growth. CM outlined Coast to Capital's 'Stronger Smarter, Greener' strategy to combat these economic challenges, and focus on Green Investment, supporting the recovery of the labour market and strong investment into sustainable economic recovery.

CM also raised the investment made in the digital infrastructure of the region and highlighted the work in providing fibre connection. CM closed the item by committing to collaborating with partners of regional projects.

9. Our impact

RH began by focusing on Coast to Capital's achievements through three main functions: business support and skills function, the regional projects offering and the investments function, explaining their effect. Note was given to the £300 million

invested into the Coast to Capital region over the last eight years. In 2020/21 over £19.2 million was given out through the Getting Building Fund and the LEP oversaw a variety of projects funded by Local Growth Fund. The 10,967 businesses supported through the growth hub and the 85 businesses who received the peer networks programme was highlighted as a key success. RH promoted the launch of the careers hub and skills strategy and action plan as an example of work conducted by the skills function, with the EAN team also reaching targets of 100% eligible schools achieving gatsby benchmark 6 and continuing their high standard of work.

Furthermore, RH focused on how Coast to Capital's grants, loans and programmes have specifically impacted the region. A variety of guest speakers were introduced to showcase this impact:

- JL presented on behalf of the University of Chichester's school of allied health and nursing. This project was partly funded by £1.2 Million of Getting Building Funds. It was highlighted how Coast to Capital's investment provided not only new facilities, but a way for meeting a skills shortage in West Sussex by providing facilities to train qualified nurses and supporting physiotherapy degrees.
- RH highlighted how the backing business grants have helped small businesses across the region. Chris Scott, the Learning Lead at Accerler8, provided an update since receiving a backing business grant in 2020, and highlighted how the grant had a positive effect at pivoting the company towards digital training provision, which helped generate income during the pandemic.
- Simon Gilchrist, the Managing Director at BCMY Ltd, stated how receiving growing places fund loan of £1.45 million helped to grow their business; outlining how the funds allowed them to expand and move to a larger premises which enabled their turnover to grow.
- The work of the Skills 360 Board in creating the right skills for businesses was noted and the work of the enterprise adviser network was illustrated through the 'Hello Future' event. David Allison, Co-Founder and CEO of TheTalentPeople and GetMyFirstJob Ltd, explained how 'Hello Future' has provided students with access to employers and experts to build knowledge on employable skills.

10. Closing remarks

AM gave thanks to those that joined the AGM event virtually, and thanked LEP staff, Board members, and partners for supporting Coast to Capital's work.

The LEP review, Levelling Up white paper and Covid-19 were all noted as significant challenges for the next year, and AM reflected on the resilience of the staff and the Board of the LEP during this time. The new consultancy support offer was presented whereby Coast to Capital will be looking to support partners and local authorities through working on project management, economic appraisal commissions and developing businesses cases.

AM again thanked the speakers and Board members for their time and contribution.

Unconfirmed minutes – subject to approval/amendment as necessary at the next meeting.