

Coast to Capital

Meeting: Coast to Capital Audit and Risk Committee Meeting
Date: Thursday 3rd March 2022
Report Title: Other Update
Report by: Cali Gasson & Nicholas Darwin
Item No: 6

Recommendation:

The Committee is asked to:

- **Note** changes within Version 9.1 of the Assurance Framework, and **recommend** these for approval by the Board.

1. Context

The Levelling up White paper was published on the 2nd February 2022, and although it gave some certainty around the future of LEPs, there was a lack of specific detail to the role of LEPs to which we are still awaiting, along with any funding commitment from Government for the 2022/23 financial year.

On the 9th of February, Coast to Capital participated in its Annual Performance Review meeting with Government. Documentation listing the LEP's achievements was sent to BEIS before the meeting and formal feedback is expected by April 2022.

Our most recent Board meeting on the 27th January, which was held virtually. The Board discussed a draft 'Value Proposition', approving its implementation. This draft 'value proposition' has now been communicated to staff, to include highlighting the various scenarios could be faced subject to different funding outcomes.

The Board also approved the extension of Karen Dukes for a further three year term, along with an Enhanced Redundancy policy on the back of the value proposition. The work of the Audit and Risk Committee in developing a three year audit plan was also fed back to the Board.

We continue to have a good working relationship with our Accountable Body, and there are no issues to report. Our previous Head of Finance, Steve Trigg, left the organisation on the 10th February. In the interim, David Smith has taken overall responsibility of the finance function, with Carli Foster also joining us on an interim basis to cover the day to day activities for finance as well as carrying out the relevant Accountable Body duties. Outside of the above recruitment, we are continuing with our recruitment freeze.

2. Assurance Framework

Further to recent meetings of the Board and the publication of our 2021/22 Business plan, a revised version of the Local Assurance Framework has been prepared at **Annex A**.

Amendments within this document ensure we not only fully comply with the National Assurance Framework, but reflects the changes that have taken place within the organisation over the last 6 months. Key changes include;

- The Programme Committee function along with its TOR
- Removal of any reference to a Joint Committee which was disbanded
- Board recruitment activity, to include the Chair and Vice Chair position now fully aligns to the NASF and our articles.
- Changes to core services/team structures aligning to the 2021/22 business plan, to include mention of the regional projects workstream.
- Removal of any reference to an Integrated Programme Office which was never formed, and instead replaced by the formation of the Programme Committee.
- Removal of any reference to the Recovery Grants Panel due to the fund being closed.
- Information on the Regional Projects Business Case Development Fund, which is currently active and being deployed by both Investment Team and Programme Committee.
- Hyperlinks to key documents inserted through
- General typo and grammatical errors that were picked up.

The Audit and Risk Committee are asked to **note** these changes, and **recommend** the Board approve V9.1 of the Assurance Framework, to enable publication of a document that truly reflects our current position.

The Committee should also **note** that once the known requirements for LEPs in 2022/23 becomes clear from Government, and can be reflected within our value proposition and business planning activity, a further more detailed update of our Local Assurance Framework will be undertaken later in the year, which will be version 9.2

3. Office

Work has been undertaken to clear the office and put back to its original state before our required departure in 15th April 2022. Given the current lack of demand for office furniture, we have donated as much of the furniture as possible to local schools that we work with as part of our Careers Hub and Enterprise Advisor network.

In line with the value proposition, and uncertainty of funding position, there is no immediate plan to find an alternative office location, with staff continuing to work from home.

4. Diversity Statement

There are no diversity considerations to raise.

5. Legal Statement

This paper has been reviewed by Brighton and Hove City Council in their role as the Accountable Body.

6. Financial Statement

There are no financial implications to consider.

Annexes

- **Annex A:** Assurance Framework V9.1