

Coast to Capital

Board Meeting 57

Tuesday 05 July 2022, 1:15pm-2:00pm
Stanmer Park, One Garden Brighton

Meeting Minutes

Board Members:

Attendees: Julie Kapsalis (Chair) – JK, Anthony Middleton – AM, Karen Dukes – KD, Richard Hopkins – RH, Amanda Jones – AJ, Claire Mason – CM, Frances Rutter – FR, David Joy – DJ, Shaun Gunner – SG, Siriol Hugh-Jones – SHJ.

Apologies: Jane Longmore, Rosaleen Liard, Paul Marshall, Phelim MacCafferty, Mark Brunt, Jamie Arnell.

Other attendees: David Smith – DS, Hannah Gosling – HG, Marsha Robert – MR, Jake Daniels – JD, Cavendish Elithorn (DfT) – CE, Adam Szczotka (BEIS) – AS, Wendy McRae-Smith (Accountable Body) -WMS, James Hengeveld (Accountable Body) – JH.

Part A items will be published. Part B items will also be published unless specified otherwise.

1. Introduction

1a. Welcome and apologies

JK welcomed Board members to the 57th Coast to Capital Board meeting.

JK gave apologies from Jane Longmore, Jane Longmore, Rosaleen Liard, Paul Marshall, Phelim MacCafferty, Mark Brunt and Jamie Arnell.

JK thanked Plumpton College for their hospitality.

Noted that SG attended the meeting via zoom.

1b. Public Comments

There were no public comments.

1c. Minutes of the April Meeting and Matters Arising documents

The minutes of the April 2022 Board meeting were approved by the Board.

AM stated that all matters arising are closed or are to be addressed at the meeting.

1d. Declarations, Disclosures & Conflicts of Interest

JK confirmed all conflicts of interest are up to date and the Conflicts of Interest statement was stated to the Board.

AM confirmed the Conflicts of interest identified for the meeting:

- At Item 3a Richard Hopkins will be conflicted on the vote of his second three year term, so will leave the room.
- At Item 3a Claire Mason will be conflicted on the vote of her second three year term, so will leave the room.
- At Item 3a Amanda Jones will be conflicted on the vote of her second three year term, so will leave the room.

2. Delivery

2a. Consent paper

HG and DJ gave an overview of the latest Investment Committee.

It was recommended by the Investment Committee for the Board to withdraw the Funding Withdrawal Protocol from the Railway Quay project. This was **approved** by the Board.

The remainder of the paper was noted by the Board.

3. Executive Report

3a. Executive Report

AM paid tribute to JK on the three awards received this year.

AM formally introduced the interim management structure.

AM gave an update on the core funding payments including Local Authority payments. A letter has been now received from government regarding 50% of this year's allocation being paid in July. AM is still working with WSCC regarding their payment. JK and AM have a meeting scheduled with WSCC to discuss two options put forward by the Board. Other Local Authority partners have agreed to pay / have paid.

CM suggested for future years that we insist on payment at the beginning of the year with fast clearance to prevent high risk issues with cashflow and ensure we have robust contracts in place.

AJ reminded the Board we need to show commitment to those Local Authorities who are paying us and ensure we are delivering on our responsibilities.

JK thanked Board members for their helpful steers.

AM updated on the consultancy agenda where MR gave an update on Create Growth piece of work which AJ has supported.

AM gave thanks to AJ for advice on leading bids in particular the Cultural Development Fund.

AM opened the vote for the re-appointment of Amanda Jones, Claire Mason and Richard Hopkins. All three re-appointments were **approved**.

AJ, CM and RH were thanked for their ongoing commitment and work for C2C.

The Board took the remainder of the paper as noted.

3b. Chair's Report

This paper was noted by the Board.

4. Reflections and Close

4a. AOB

JK and AM gave an update on the EM3 proposal.

There was no further business raised.

JK and AM thanked the Board for their participation and the C2C team for their hard work in the preparation and delivery of the Board meeting.

JK and AM gave an update on the LEP Network Board meeting.

4b. Future Meeting

The next Board meeting is confirmed to take place on the 13th October, venue TBC.