

Coast to Capital

Board Meeting 58

Thursday 13 October 2022, 5:00pm – 7:30pm
NESCOT College, East Surrey

Meeting Minutes

Board Members:

Attendees: Julie Kapsalis (Chair) – JK, Anthony Middleton – AM, Karen Dukes – KD, Richard Hopkins – RH, Amanda Jones – AM, David Joy – DJ, Shaun Gunner – SG, Jane Longmore – JL, Phelim MacCafferty - PM, Mark Brunt – MB.

Apologies:, Rosaleen Liard, Paul Marshall, Jamie Arnell, Claire Mason, Frances Rutter, Natalie Bramhall.

Other attendees: David Smith – DS, Hannah Gosling – HG, Marsha Robert – MR, Jake Daniels – JD, Carli Foster – CF, Emma Smith (Government) – ES, Wendy McRae-Smith (Accountable Body) -WMS, Nigel Manvell (Accountable Body) – NM.

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 58th Coast to Capital Board meeting.

JK gave apologies from Rosaleen Liard, Paul Marshall, Jamie Arnell, Claire Mason, Frances Rutter and Natalie Bramhall.

JK welcomed the Board to NESCOT college.

JK noted that Frances Rutter has now completed her term. JK thanked Frances for her support on the Coast to Capital Board over the years.

1b. Public Comments

There were no public comments.

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

The minutes of the July 2022 Board meeting were agreed a true representation of the meeting and 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

This section has been redacted.

2. Chief Executive update (verbal)

AM shared an update covering the top priorities at Coast to Capital including commercialisation, consultancy and seeking funding opportunities to continue with mandated work on economic leadership, business support and careers education.

AM thanked AJ for her support with the Creative Growth Grant application.

AM shared that there was positive feedback from Government on the importance of LEPs.

PM, MB and SG shared reflections on devolution progress in their respective regions, which was at the early stages.

AM noted that forward funding pledges had been requested from Local Authorities so that the draft 23/24 Budget could be prepared for an upcoming Finance & Resource Committee on Tuesday 01 November. A detailed update would be shared during Item 4.

AM and JK noted that the development of Investment Zone applications were a missed opportunity for joined up working across the region and that this would be raised at The LEP Network Board.

JK welcomed ES to the meeting.

3a. Executive update

AM confirmed the permanent organisational structure at Coast to Capital.

AM confirmed that the Business Plan 22/23 has been published.

AM confirmed that Coast to Capital continues to manage finances prudently.

AM stated that all Local Authority funding contributions for 22/23 have been paid except for West Sussex County Council who have withheld £30,000.

MR shared an update on activities within the Growth Hub and Careers Hub.

The Board approved the recommendation to gift three days of annual leave back to staff which is required to be taken during the festive shutdown. This will be a standing item for future years.

SG left the meeting due to a conflict of interest.

The Board approved the decision to re-appoint SG as Board Director for a second one-year term.

SG returned to the meeting.

MB left the meeting due to a conflict of interest.

The Board approved the decision to re-appoint MB as Board Director for a further one-year term for continuity.

MB returned to the meeting.

JL left the meeting due to a conflict of interest.

The Board approved the decision to re-appoint JL as Board Director for a third one-year term.

JL returned to the meeting.

It was approved for Lindsay Pamphilon from East Surrey College to be the new FE representative on the Board.

3b. Chair's Report

This paper was noted by the Board.

4. 2023/24 Budget Planning / Underpinning Principles and Timeline

This section has been redacted.

5. Finance Update

5a. Financial Statements approval

DS shared an update as per the paper circulated.

The Board approved the financial statements for the year ended 31 March 2022.

5b. Management accounts update

This paper was noted by the Board.

6. Delivery

6a. Consent paper

PM was conflicted for this item and left the meeting.

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

This section has been redacted.

The remainder of the paper was noted by the Board.

7. Consultancy update

AM and JD shared a presentation on progress with consultancy activities.

8. Committee updates (verbal)

AM, RH and DJ shared an update on Committee meetings.

The Board noted progress made.

9. Reflections and Close

9a. AOB

AM shared an update on the paper tabled for discussion and approval at the meeting.

It was recommended by the Nominations Committee to appoint Polly Toynbee as a Co-Opted Board Director. This was approved by the Board.

9b. Future Meeting

The next Board meeting is confirmed to take place on the January 26 venue TBC.