



Coast to Capital Board Meeting 59

Date & Time: Thursday 26 January, 4:00pm – 7:30pm

Venue: University of Chichester, Bishop Otter Campus, College Lane, Chichester, West Sussex, PO19 6PE

Attendees:

Chair

| | |
|-------------|----|
| Karen Dukes | KD |
|-------------|----|

Private Sector Board Directors

| | |
|--------------------------|----|
| Anthony Middleton | AM |
| Amanda Jones (Tentative) | AJ |
| Richard Hopkins | RH |
| David Joy | DJ |
| Jane Longmore | JL |
| Polly Toynbee | PT |
| Lindsay Pamphilon | LP |
| Claire Mason | CM |

Public Sector Board Directors

| | |
|--------------------------------------|-----|
| Cllr Shaun Gunner | SG |
| Cllr Mark Brunt | MB |
| Cllr Phelim Mac Cafferty (Tentative) | PMC |
| Cllr Paul Marshall | PM |

Accountable Body, BEIS and Department of Transport

| | |
|---------------------------------------|-----|
| Nigel Manvell – Accountable Body | NM |
| Wendy Mc-Rae Smith - Accountable Body | WRS |
| Emma Smith – Leveling Up | ES |
| Cavendish Elithorn – DfT | CE |

Coast to Capital

| | |
|----------------|----|
| David Smith | DS |
| Hannah Gosling | HG |
| Jake Daniels | JD |
| Cali Gasson | CG |
| Marsha Robert | MR |
| Carli Foster | CF |

Apologies:

Julie Kapsalis, Natalie Bramhall.

Coast to Capital

Reference: Coast to Capital Board Meeting
Date: Thursday 26 January 2023
Report Title: Matters Arising Schedule
Report by: Jake Daniels
Item No: 1c

| Meeting Reference | Action | Lead | Status |
|-------------------|--|-----------|---|
| 1. October 2022 | Board Director training to take place. | HG/JD /AM | Closed. The first session took place in December, the second session is taking place on Wednesday 1 February. |
| 2. October 2022 | New Board Directors to be appointed. | HG/JD | Closed. Polly Toynbee and Lindsay Pamphilon have been formally appointed. |
| 3. October 2022 | Board Director reappointments to take place | HG/JD | Closed. Relevant Board Directors have been reappointed. |
| 4. October 2022 | 2023/24 Budget to be brought to the next meeting. | AM | Closed. Update to be shared as part of meeting. |
| 5. October 2022 | Blackrock funding withdrawal protocol to be enacted. | HG | Closed. Update to be shared as part of meeting. |

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.

Unconfirmed minutes – to be approved at the next Board meeting.

**26 January 2023 Board Meeting
Agenda Item 1 d)**

Declarations, Disclosures and Conflicts of Interest Statement

Should any Member or employee consider themselves or another present to have a conflict of interest, this must be declared at this point. Should you become aware of an interest during the course of the meeting, this shall be declared at that point within the meeting. Any interests not already on the register need to be included in an updated register within 28 days of you becoming aware of the interest.

Reference: Coast to Capital Board Meeting
Date: Thursday 26 January 2023
Report Title: Executive Report
Report by: Executive Team
Item No: 6a
Part: A

Recommendations:

The Board is asked to **note** the Executive Report.

1. Economic Context

1.1. Current economic context – based on latest available figures (18 Jan 23)

Gross domestic product (GDP) in the UK is estimated to have decreased by 0.3% between July and September 2022. The production sector (including energy production and manufacturing) was the main contributor to the decline with a fall of 2.5%.

Inflation eased slightly at a rate of 9.2% in the year to December 2022, down from 9.3% in the year to November 2022, however inflation remains at a 40 year high. The largest contributor to inflation in December came from household services (principally from electricity, gas, and other fuels), and food and non-alcoholic beverages.

The UK unemployment rate (residents aged 16-64) increased by 0.1 percentage points between August to October 2022. In this three-month period the number of people unemployed for up to six months increased, and this increase was seen across all age groups. The employment rate across the UK also increased during this period by 0.2 percentage points to 75.6%, but this rate is still below pre-pandemic levels.

The latest unemployment data (residents aged 16-64) for the Coast to Capital region showed a rate of 3.0% by September 2022, a 0.1 percentage point decrease compared to June 2022 and lower than the national rate of 3.7%. Likewise, the employment rate in the Coast to Capital region decreased by 1.3 percentage points between June and September 2022 to 79.2%, but our rates were still well above the national rate of 75.8%.

Claimant rates (which measures the proportion of people aged 16-64 claiming unemployment related benefits) remained stable at 2.8% in the three months to December 2022, compared to a rate of 3.8% nationally. Crawley continued to have the highest rate in our region at 4.1% in December, followed closely by Brighton and Hove at 3.9%.

Job postings in Coast to Capital increased by 3% between October and December 2022, compared to a 7% decrease nationally during the same period. The top advertised occupations in our region continued to be nurses and care workers, followed by administrative and sales occupations.

2. Corporate Update

2.1. Organisational Developments

Within the Project Delivery & Business Development team we welcome a new team member, Matthew Montgomery, who joined the team on 14 November. Matthew's role will focus on supporting the delivery of consultancy projects we are commissioned by partners to undertake. Matthew will also provide support to the marketing team, particularly how the function applies to consultancy work.

Within the Careers Hub, we welcome two new team members, Eppie Silverman and Sian Lewis, who joined the team on 31 October. Both as Enterprise Coordinators. Sian supporting Arun and Chichester mainstream school alongside the West Sussex Alternative Provision Centres (APC's). Eppie looking after the Horsham, Crawley and Mid Sussex mainstream schools bringing the team to full capacity now covering all secondary schools and colleges in the LEP.

There are currently no vacant positions being advertised.

2.2. Operations

On 22 November members of the Coast to Capital team met with Claire Mason and members of her team at the Man Bites Dog offices in Brighton. Claire kindly offered to host a session for us, around the world of running a consultancy business and gave us extremely helpful tips and shared experiences with us. We would like to thank Claire and her team for their hospitality and for such an informative session.

On 13 December members of the Coast to Capital team undertook a masterclass on bid writing. This was an extremely helpful session and we took a lot of information from this that we can hopefully put into practice. We would like to thank Jeremy Brimm for a helpful session. We have a follow up session scheduled.

3. Finance & Investment

We have successfully managed to receive all our due grant payments from central Government & our local authority partners to help cover the operational costs of running the business. A total of £619,500 has been received.

The second significant revenue generating process of claiming back funds from our delivered services (Growth Hub & Careers Hub) & capitalisation is a quarterly exercise & we are currently preparing claims for quarter 3 (October to December).

The final element is our commercial income (GPF interest and Consultancy income). This is performing well with expected consultancy income for the year approaching £318k. The Board will be apprised of consultancy work separately in today's meeting. GPF is expected to generate £209k in interest. A further update on GPF is in the delivery paper being noted later in today's proceedings.

A Finance update is being noted in a separate paper later.

The Finance & Resource Committee in December agreed to pay each member of the Team a £1k, one off cost of living payment to help with the spiraling cost of living crisis. The payment is affordable as it will be financed by interest payments received which are more than budget expectations (GPF & capital funds at the accountable body).

The Team would like to thank the Board for this generous award & to note how much this was appreciated by every member of staff.

Consultancy and Business Development

The Project Delivery and Business Development team have been delivering upon commissioned work, and developing a strong pipeline of leads and projects testing various sales strategies. The key focus areas for the rest of this financial year are:

- To follow up existing bids/proposals and convert where possible into sales.
- Business Development activity.
- Marketing, Communications & Branding, ready to launch in April 2023.

The team and some of the wider team, have also undertaken developmental and training sessions to strengthen our skill set in bid and proposal development.

3.1. Consultancy Assignment Delivery

We have successfully completed and/or completing a number of projects for a range of public and private sector customers, ranging from active travel project management to business support and transport research. The list below is the total commissions which began April 2021 & some do transcend two financial years.

These are listed below with their values:

| Project | Value |
|--|--------------------|
| Sussex Local Skills Improvement Plan (LSIP) | £19,000.00 |
| Regis Centre/Alexandra Theatre | £20,295.00 |
| Airport Economic Zones Research | £14,890.00 |
| CIL Project Support | £10,927.00 |
| Horsham UKSPF Assessment Support | £6,500.00 |
| Brighton & Hove UKSPF Investment Plan | £17,100.00 |
| A22 project management | £41,600.00 |
| Mole Valley Business Support | £49,000.00 |
| Mole Valley Funding Search and Bid Writing | £9,120.00 |
| Epsom and Ewell Economic Development Support | £60,350.00 |
| East Surrey Transport Study | £18,900.00 |
| Croydon UKSPF Investment Plan Development | £28,100.00 |
| Horsham UKSPF Monitoring Support | £30,000.00 |
| Total | £325,782.00 |

3.2. Business Development

We are actively looking for new opportunities and currently have 7 projects that are in development stage, meaning we have either bid for them or are in discussions with the contracting authority about taking up the work.

All of our pipeline projects for 2023/24 are listed below with their values;

This section has been redacted.

The Gatwick Economic Zone proposition (item 5 on the agenda) links into the Gatwick Diamond Initiative work included in the project pipeline above. We are exploring collaboration opportunities with key regional partners following our Airport Economic Zones research report and the Gatwick Regional Economic Summit held late last year.

3.3. Consultancy Planning

Using lessons learned over the last 12 months, we have developed a draft business plan for the consultancy business unit as seen at Item 3. This plan sets out the formation of a Consultancy Business along with financial planning, key areas of work, and sales strategy for 2023/24.

3.4. Communications

Highlights from press releases we issued or were mentioned in, include:

- [Lyminster Bypass - construction starts](#)
- [Planning permission granted for Crawley Innovation Centre](#)
- [Careers provision in Surrey strengthens thanks to Coast to Capital](#)
- [Careers provision in Brighton strengthens thanks to Coast to Capital](#)
- [Careers provision in West Sussex strengthens thanks to Coast to Capital](#)
- [Coast to Capital appoints Polly Toynbee to its Board of Directors](#)
- [Coast to Capital welcomes Lindsay Pamphilon to its Board](#)

On **Social Media**:

Our top posts included:

- [Worthing Union Place Development](#)
- [Gatwick Airport Economic Summit](#)
- [Quadrant House Development](#)

In the months ahead, our focus will be on promoting our new service offer and developing case studies, thought leadership and economic insight pieces.

4. Governance Updates

- Our Company Risks are being actively managed. The full company risk register can be found at **Annex A**. An updated risk register has been created to reflect the new areas of the company.
- A joint meeting of the Audit & Risk Committee and the Finance & Resource Committee took place on Thursday 24 November. The main purpose of this meeting was to review the 23/24 Budget Strategy.
- The latest Finance & Resource Committee meeting was held on Thursday 15 December which reviewed the amended 23/24 Budget Strategy following on from recommendations from the joint meeting that took place on 24 November.
- The Audit & Risk Committee agreed to pursue the Internal Controls Audit with RSM. All meetings with each team have taken place and RSM are currently completing their report which will be presented to the next Audit & Risk Committee meeting.
- Our version of the Local Assurance Framework is still compliant with the National Assurance Framework. A full review of the Assurance Framework will be conducted when the Government issues a new version of the National Assurance Framework.
- The Governance Calendar for 23/24 has been organised. The next Audit & Risk Committee is scheduled for 15 March, the next Finance & Resource Committee is scheduled for 21 February and the next Board meeting after this one is scheduled for 19 April.
- We have no live Complaints or Freedom of Information requests.

- We are planning to hold a brief, virtual Annual General Meeting in February 2023, followed by an in-person stakeholder event by the end of the financial year.

4.1. Board Development

Our Board continues to successfully operate to support the company.

We would like to welcome two new Board members; Polly Toynbee and Lindsay Pamphilon. Polly brings over 40 years of experience in journalism and commentary, with a focus on economics and social policy. Lindsay is the new FE representative on the Board and is a highly experienced business leader, with a proven track record of driving growth and innovation in the education sector.

We are delighted to have both Polly and Lindsay join our board and we look forward to them bringing their expertise and knowledge to support the future of Coast to Capital.

The first session of the Board refresher training took place on 01 December which was a great success and we received good feedback from how helpful this session was. The second session is scheduled for 01 February. We would like to thank Excellence in Learning for undertaking the training for the Board members.

5. Partnerships

5.1. Growth Hub Update

6.1.1. Delivery of contractual outputs (BEIS)

Since April 2022, the Growth Hub has engaged with 1,208 businesses against a target of 550 (220%) for this financial year (2022/23). 548 (45%) of these interventions have been medium intensity (1-3 hours), and 221 (18%) of them have been high intensity interventions (12 hours+) via 1-1 sessions and/or Growth Champion support. The remaining 439 (37%) were light touch interventions (up to 1 hour).

6.1.2. Mole Valley Business Support Contract (Paid Support/Commercial Contract)

A further 349 businesses have been engaged by the Growth Hub on behalf of Mole Valley District Council – with 96 (28%) of these being medium intensity interventions (1-3 hours) and 28 (8%) being high intensity interventions (12 hours+) through 1-1 sessions and/or Growth Champion support. The remaining 225 (64%) were light touch interventions (up to 1 hour).

6.1.3. Commercialisation

The Growth Hub is currently in the process of developing a suite of commercial products/services (currently branded as “Growth Hub Plus”) - and plans to launch them in Spring 2023.

To assist the Growth Hub with a successful launch we have contracted Lisa Kerr from Consulting with Kerr (C2C Growth Champion, Consultant, and Chartered Accountant, with over 20 years of commercial experience) to provide commercial consultancy support and help us to develop and launch “Growth Hub Plus”. We have worked very well with Lisa over the years, most recently when she provided excellent due diligence support in our Backing Business Grant scheme.

Lisa will provide a dedicated commercial resource to the team to help us develop and launch a successful commercial offering.

5.2. Careers Hub Programme Update

The Careers Hub is now operating at full coverage, supporting 99 institutions across East Surrey, Brighton & Hove and West Sussex. The team is led by the Strategic Hub Lead and Operational Hub Lead, with a team of five regional Enterprise Coordinators.

Recent achievements and impact

The Enterprise Coordinator team delivered a **SEND Launch Event** in October for stakeholders and partners to introduce Joe Smith, SEND Enterprise Coordinator and to promote our new [Your Future Coast to Capital website](#). The website sets out accessible labour market information for young people with special educational needs and disabilities and their parents/carers. Features include links to live jobs. The event, held at Woodlands Mead School was very well attended.

What Next Sussex, a live transition broadcast for Year 11 students across Sussex was broadcast in October for the third year. 65 schools and colleges took part and the site received 8,108 views on the day from 729 unique visitors. Chat rooms had representatives from 30 organisations including FE, Sixth Form Colleges, Universities, training providers, employers, and qualified Careers Advisers. [What Next Sussex](#) is available to view on demand.

Progress against targets

Data has been analysed for the end of Autumn Term 2022. Progress against the floor targets has been impacted as several new schools have joined the Hub network. 60.4% of our institutions are now fully meeting Benchmark 1 (target for 2022-23 is 80%), with 4.6 average benchmarks (target for 2022-23 is 5). 15 intuitions are currently failing to meet the minimum requirement of at least 3 benchmarks and are receiving additional support. Steady progression is shown across all benchmarks each term. See **Annex B** Overview Report November for further information.

Project delivery for 2022-23

The Careers Hub has been successful in applying for four additional CEC funding streams to deliver:

- **Ahead of the Game** - a programme of 'immersive experiences' with Chichester College Group and employers to further enable the smooth transition of young people into Further Education or their next best step.
- **Teacher Encounters Sussex** – a project to deliver 20 encounters in digital skills industries for teachers in Sussex.
- **Teacher Encounters Surrey** – a collaborative project with EM3 Careers Hub and Surrey County Council to deliver 40 encounters in green skills industries for teachers in Surrey.
- **The Inspire Programme** – an inspirational programme of careers activities to support vulnerable groups of young people in Alternative Provision Centre settings across Sussex.

The Careers Hub is supported well by our newly reformed Steering Group and Cornerstone Employer group who are helping us to deliver our strategy for 2022/23. The strategy incorporates coordinated actions to focus on the priorities of the DfE and The Careers & Enterprise Company with alignment to local skills priorities as identified in the Local Skills Improvement Plans (LSIPs) for Surrey & Hampshire and Sussex.

Planned projects focus on removing barriers and targeting our funding and support for cohorts of vulnerable young people and those most at risk through transitions. The Careers Hub will be delivering **inclusion projects** to support young people with special educational needs, refugees, the Gypsy Roma Traveller community, home educated students and young people with eating disorders.

We are promoting technical and vocational routes through the delivery of **Open Doors Apprentice Talks** to 32 schools during National Apprenticeship Week. The Hub is enabling schools in Crawley to benefit from an **experience of the workplace at Manor Royal Business District**. The Hub has enabled schools across Brighton and Hove to join **Brighton Chamber of Commerce** to build their employer networks. Brighton schools will be attending our **Hello Future Skills Fair** during National Careers Week in March.

The Careers Hub are preparing **TeenTech Sussex**, an interactive STEM event to be held at the AMEX stadium, Brighton on 16th November.

The Enterprise Coordinator team are delivering a series of CPD opportunities for Careers Leaders and Careers Link Governors to include Provider Access Legislation, in force from January 2023. Our Strategic Hub Lead is a member of the Sussex LSIP Board, Surrey LSIP Steering Group and IoT Curriculum Innovation Committee to ensure that the work of the Careers Hub is aligned with local skills priorities and employers position careers education in the context of labour market information and future jobs.

Challenges

The Careers & Enterprise Company are exploring opportunities for alternative delivery partners to match fund the Careers Hub programme in 2023-24.

6. Skills

6.1. Coast to Capital skills remit

We continue to work with both the Sussex and Surrey & North & Mid-Hampshire LSIPs to support the development and delivery of their LSIP work for this year. Lisa Mobbs sits on the Sussex LSIP Board and Marsha Robert and Julie Kapsalis sits on the Surrey LSIP Board.

As part of the funding, we received from DfE for the 22/23 year, one key output was to publish a refresh of the Core Indicators report. Marsha Robert produced the latest refresh of the skills and labour market report – you can find the report on our website [here](#) and also, **Annex C**. This report also includes updated Population demographics from the 2021 Census.

The Catalyst South group of LEPs applied for DCMS funding to deliver a Local Digital Skills Partnership across the Catalyst South geography. The business case was approved in the Autumn and work is underway for a launch event in February 2023. A Regional Coordinator has been recruited, to start in January 2023. More details will be shared with the Board when available.

We continue to engage with the Sussex & Surrey Institute of Technology (IoT) and regularly attend meetings including the inaugural Strategic Advisory Panel.

7. Diversity Statement

The Equality, Diversity, and Inclusion policy has been updated and uploaded to the website.

8. Legal Statement

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

9. Finance Statement

There are no further financial considerations of the paper other than those mentioned.

Annexes:

Annex A: Company Full Risk Register

Annex B: Careers Hub Overview Report

Annex C: Core Indicators Report

Item 6a - Annex A - Company Risk Register (top risks*)

| Number | Risk Title | Risk Examples | Risk Owner | Inherent Combined Score | Key Current Mitigations | Residual Combined Score | Planned Actions |
|--------|--|--|------------|-------------------------|--|-------------------------|---|
| 1 | Lack of resources, prevents delivery, inhibits growth, or reduces morale | <p>Workload on team members cannot be adequately met by current resourcing following the restructure, which is made more uncertain with the existing freeze on recruitment.</p> <p>Teams are not able to meet stretching objectives, and are not resilient to staff absence/ peaks of work. Delay in corporate projects because of peaks in demand</p> <p>Resources are limited, so unable to respond to increases in demand. Staff unable to complete all aspects of complex tasks, leading to ambitious business plan not being fully achieved.</p> <p>Current uncertainty on the long term future of LEPs, mixed with limitation on staff rewards, talent management, investment in staff leads to poor staff retention.</p> <p>Staff overloaded leads to decline in morale, well-being, long term sickness, mental and physical health issues.</p> | AM | 16 | <p>Business planning exercise for 22/23 financial year. Includes budget setting and use of contingency.</p> <p>Reviewing performance management process for 2022/23 to ensure objectives are clear and system is easy to use.</p> <p>A training programme is in place focusing on management, professional skills, and linking to our Values.</p> <p>Staff welfare policy and wellbeing of staff.</p> <p>Prioritisation of key business areas will be implemented and reflected in the 2022/23 Business Plan.</p> | 12 | Resoure issue to be discussed at the next management meeting now new company structure is in place. |
| 2 | Funding is not paid by partners that are contributing to the core funding of Coast to Capital. | We are yet to receive the contribution from WSCC contribution. Therefore, Coast to Capital may be unable to provide all the services it currently does to partners. Not enough funding to pay team. | AM | 16 | Regular contact with the core funding partners to ensure they understand the importance of their contribution and what that means in terms of services for their area. | 12 | Regular meetings to take place and research on what is provided to each area. |
| 3 | Not being able to confidently predict future LEP income for financial year 23/24. | No visibility of government commitment or funding, no visibility or commitment from Local Authority partners and no visibility of commercial product income. LEP may not being able to function in 23/24 FY. | AM | 16 | Ask government to communicate the future of LEPs and to work on the commercialisation aspect of the business. | 12 | Continue to work on revenue income for the LEP and start to think about the next FY. |
| 4 | Inability to attract, retain and motivate staff to achieve Coast to Capital's Business Plan 2022. | <p>Negative Staff Morale due to current working conditions and short-term uncertainty, around new company structure and LEP review, leads to underperformance in company and dissatisfied staff who may leave.</p> <p>Excessive recruitment, such as from re-organisation drains time and cost from Business.</p> <p>Necessary incentives and adequate pay for the retention of Key staff and suitably Skilled employees to adequately deliver the business plan.</p> <p>Unclear staff review process to identify progression opportunities effects motivation of staff and effectiveness of employees</p> <p>Lack of management of staff to identify poor performance and violation of policies from employees resulting in litigation against the company.</p> | DS | 16 | <p>Regular staff meetings and updates as well as staff events. (JD).</p> <p>Clear, transparent communication with staff regarding LEP review, including positive messaging on company financial position (CEO).</p> <p>Company restructure improves cross team working.</p> <p>Competitive benefits package for staff, reviewed annually.</p> <p>Salary benchmarking completed for all roles to ensure market value competitive salaries for staff.</p> <p>Appropriate objective setting and review process implemented, including reviewing development/training requires for staff.</p> <p>Clear recruitment process to save time and costs, managed internally.</p> <p>Comprehensive Employee handbook and other policies in place with scheduled review.</p> | 12 | Clear HR strategy and communication over new organisational structure to team members across the business. |
| 5 | Negative perception of the Careers Hub and Coast to Capital reputation as a result of not delivering the desired impact. | <p>We are unable to source match funding from Local Authorities required to deliver the programme in 2023-24.</p> <p>Reputational impact due to loss of goodwill and relationships with partners and stakeholders.</p> <p>Projects and initiatives delivered by the Careers Hub fail to have the desired impact and/or are not received well by institutions, employers and stakeholders.</p> | MR | 16 | <p>Work with the Careers and Enterprise Company to explore opportunities for match funding of the programme with external partners, businesses and stakeholders or by other means (AM/MR/LM)</p> <p>Research projects and initiatives in the planning stage to identify objectives, impact measurements and potential uptake. Share the Careers Hub Strategy with the Hub Steering Group and other stakeholders for direction and collaborative support (LM)</p> <p>Ensure risks are identified and mitigated when planning projects and initiatives with providers to support the programme (LM)</p> <p>Coast to Capital CEO is engaged in regular conversations with CEC and local authorities to seek future funding commitments (AM)</p> | 12 | Work with the Careers and Enterprise Company to explore opportunities for match funding of the programme with external partners, businesses and stakeholders or by other means (AM/MR/LM) |

*full risk register available to view in excel format in SharePoint folder (follow link in distribution email).

Overview

Coast to Capital

| | | | | | | |
|--|--------------------------------------|----|----------------------------------|--|---|---|
| Min Institutions in Network (Grant offer letter coverage) | Hub Compass return progress | | No of institutions completed FSQ | Institutions matched this acad yr | Institutions matched this academic year | |
| 106 | <div> <div></div> <div></div> </div> | | 1 | 87 | <div> <div></div> <div></div> </div> | |
| Current institutions in hub | Before this term | 67 | No of Pupils completed FSQ | % of required institutions matched this year | Matched | 0 |
| 99 | This term | 24 | 183 | 82% | 1 | 8 |

Benchmark performance

All hub institutions in the network to fully achieve at least 3 benchmarks

| BM (Hubs) | | |
|--------------|--------------|-------------|
| BM | Institutions | % of total |
| 0 | 3 | 3% |
| 1 | 6 | 7% |
| 2 | 6 | 7% |
| 3 | 11 | 12% |
| 4 | 13 | 14% |
| 5 | 15 | 16% |
| 6 | 21 | 23% |
| 7 | 11 | 12% |
| 8 | 5 | 5% |
| Total | 91 | 100% |

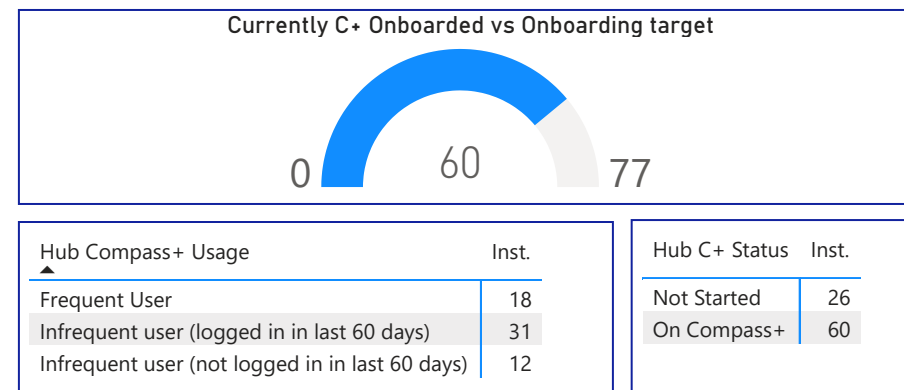
| Floor Targets (Hubs) | | |
|----------------------|-------|------------|
| Floor Targets | Inst. | % of total |
| Achieving | 76 | 84% |
| Failing | 15 | 16% |

Hub institutions to achieve an average of at least 5 BMs fully achieved

| |
|-----------------------------|
| Current Hub only average: |
| 4.6 |
| BM Required to reach Target |
| 27 |

Compass plus onboarding

90% of compatible Hub schools should move to Compass +
75% of Compass+ users should be frequent users



80% of hub institutions to fully achieve benchmark 1

Clear evidence of progress in BM5 and 6 to be made throughout the year (based on August 2022)

Quartile data represents local performance in relation to 45 Hubs (1 = higher ranked quartile, 4 = lower ranked quartile)

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------|--|--|------------|--------------------|--|--|------------|--------------------|--|--|------------|--------------------|--|--|------------|--------------------|--|--|------------|--------------------|--|--|------------|--------------------|--|--|------------|--------------------|--|--|------------|
| Performance | | | BM1 | Performance | | | BM2 | Performance | | | BM3 | Performance | | | BM4 | Performance | | | BM5 | Performance | | | BM6 | Performance | | | BM7 | Performance | | | BM8 |
| Achieved | | | 60.44% | Achieved | | | 82.42% | Achieved | | | 27.47% | Achieved | | | 70.33% | Achieved | | | 69.23% | Achieved | | | 54.95% | Achieved | | | 35.16% | Achieved | | | 62.64% |
| Partially Achieved | | | 39.56% | Partially Achieved | | | 17.58% | Partially Achieved | | | 72.53% | Not Achieved | | | 1.10% | Not Achieved | | | 1.10% | Partially Achieved | | | 45.05% | Partially Achieved | | | 64.84% | Not Achieved | | | 5.49% |
| | | | | | | | | | | | | Partially Achieved | | | 28.57% | Partially Achieved | | | 29.67% | | | | | | | | | Partially Achieved | | | 31.87% |

| | | | | | | | | | | | | | | | | | | |
|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
| Quartile | National | Target | Quartile | National | Quartile | National | Quartile | National | Quartile | National | Target | Quartile | National | Target | Quartile | National | Quartile | National |
| 2 | 56.2% | 80.0% | 2 | 75.4% | 4 | 46.8% | 2 | 70.1% | 3 | 72.4% | 66.7% | 3 | 55.7% | 36.4% | 4 | 46.3% | 4 | 72% |

Coast to Capital



Core Indicators

December 2022

Contents

1. Introduction
2. Employment
3. Business environment
4. Economic output
5. Population demographics
6. Out of work benefits
7. Qualifications
8. Educational achievements

1. Introduction

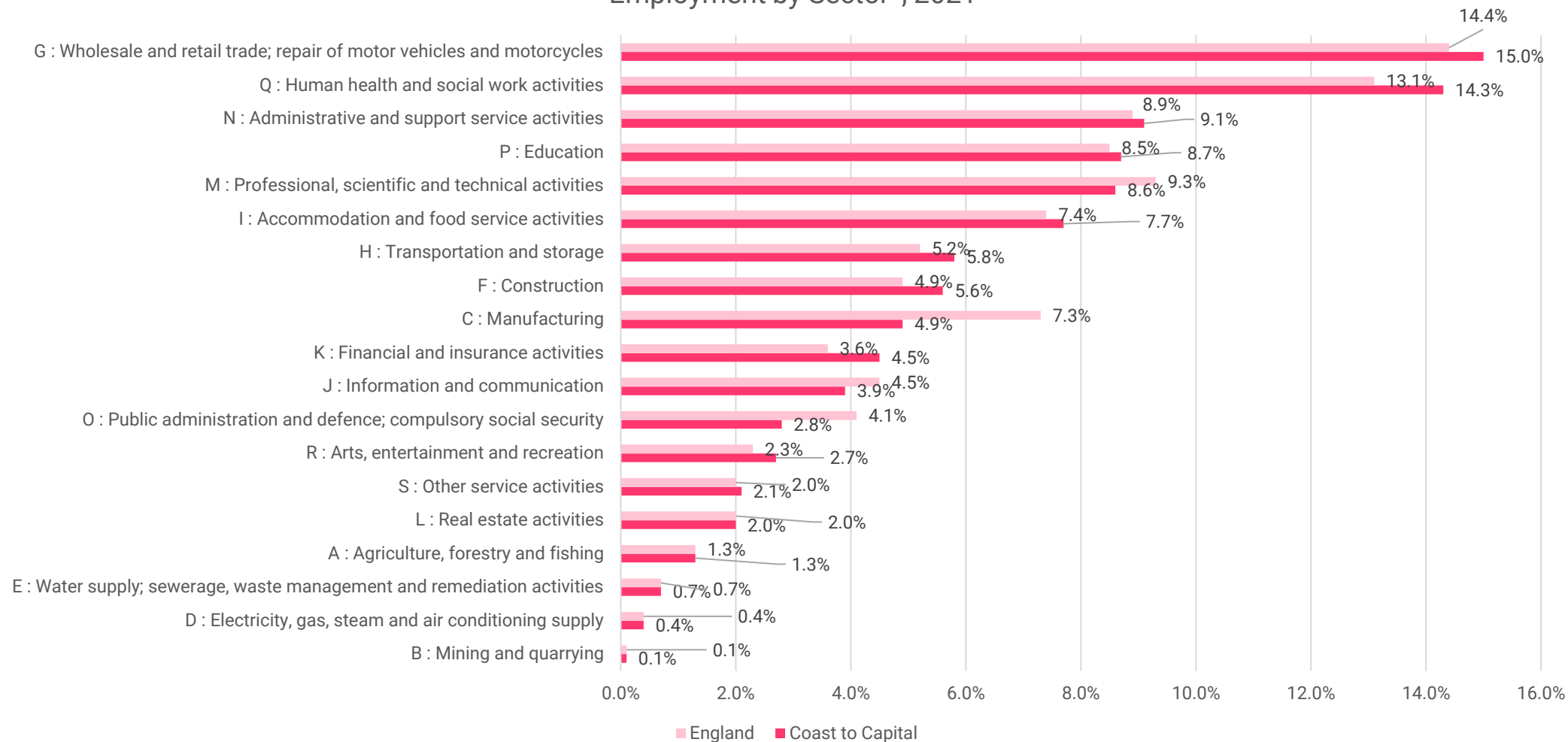
Introduction

The purpose of this report is draw together data analysis relevant to the local labour market and skills landscape in Coast to Capital. These core indicators have been selected by the Department for Education (DfE) Skills Advisory Panel (SAP) team to provide easily digestible insights for stakeholders, which are consistent across all LEP areas. The latest available data was used at the time of writing and displayed down to district and borough level where available.

2. Employment

In Coast to Capital, retail (15%), health (14.3%), construction (5.6%) and financial services (4.5%) all provide a slightly higher proportion of jobs in the area than the national average. Conversely, our area has a significantly lower proportion of manufacturing jobs at 4.9% compared to 7.3% for England.

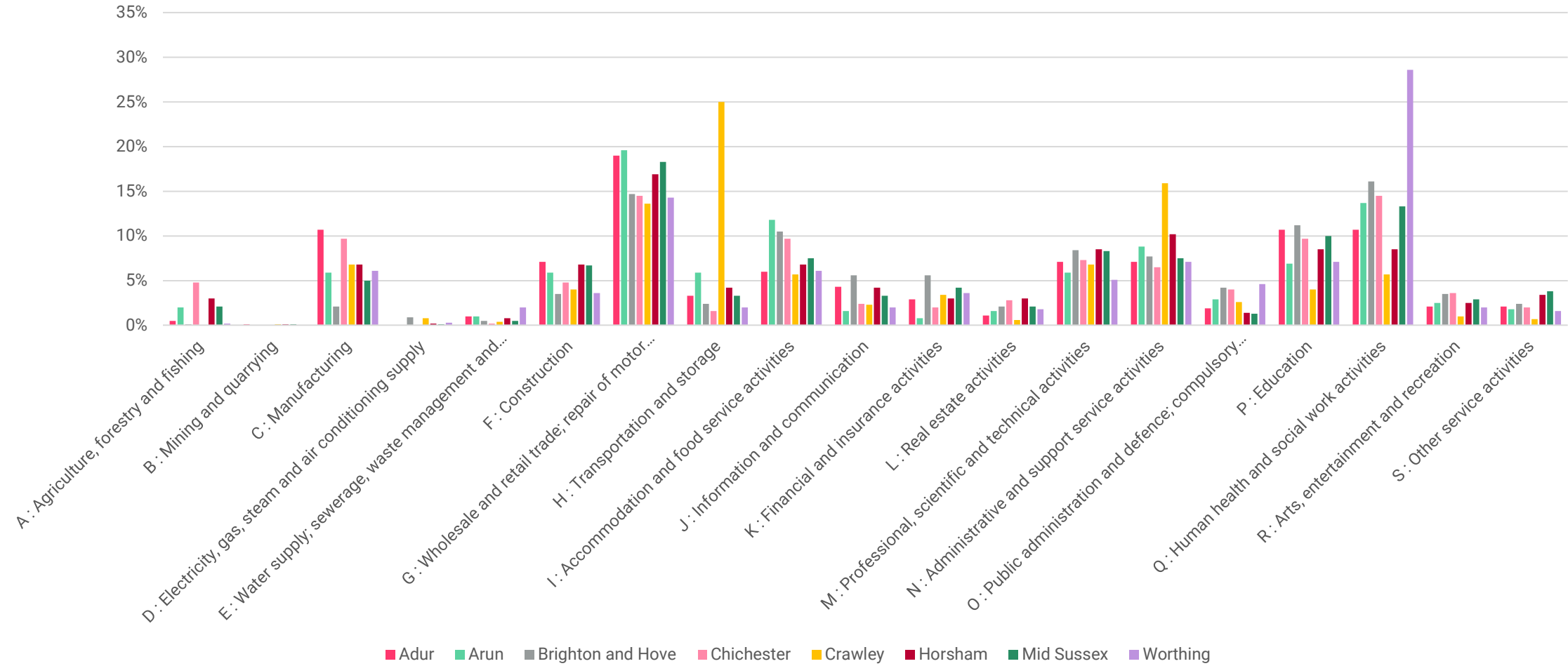
Employment by Sector*, 2021



*This data uses ONS Standard Industrial Classification (SIC) codes 2007 at the Section level. Data is the percentage of employment in the industry
Source: [Business Register and Employment Survey, 2021](#)

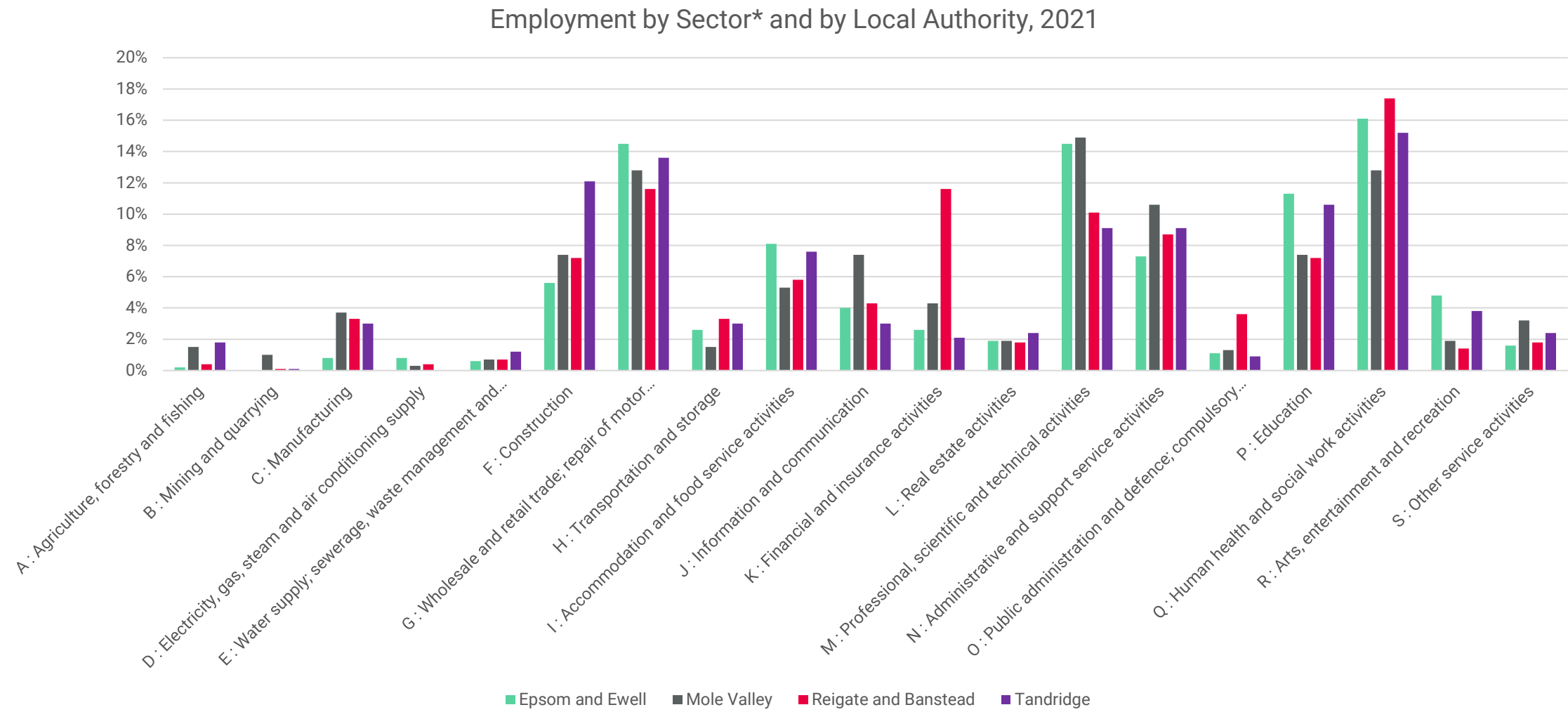
Employment across industries follows a similar trend across Brighton and Hove and West Sussex areas with high proportions in retail and health. However, Crawley has significantly more jobs in the transportation sector (25%) when compared to other areas. Another stand out area is Worthing with the health sector making up 29% of jobs.

Employment by Sector* and by Local Authority, 2021



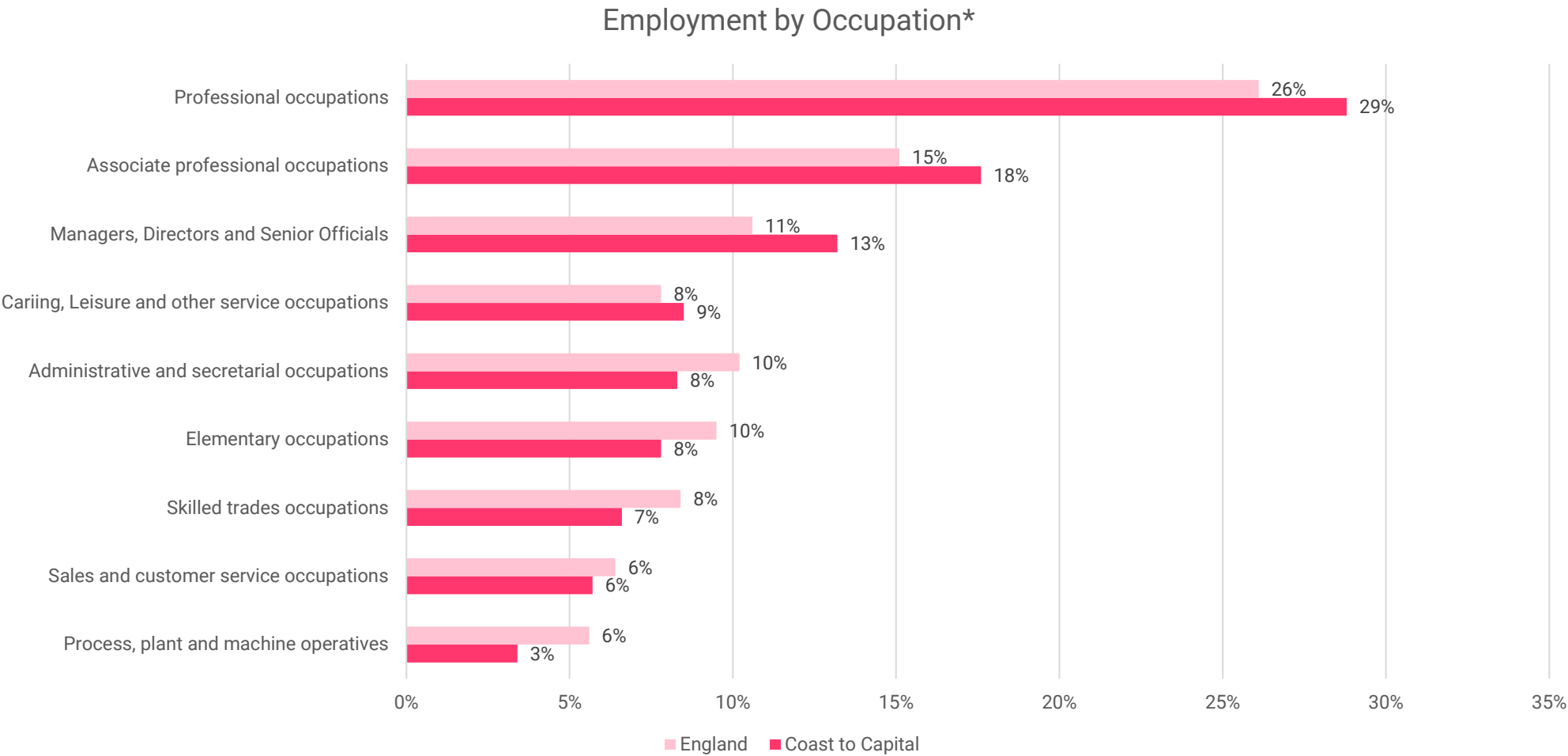
*This data uses ONS Standard Industrial Classification (SIC) codes 2007 at the Section level. Data is the percentage of employment in the industry
Source: [Business Register and Employment Survey, 2021](#)

East Surrey employment again followed similar trends to Coast to Capital, but with higher proportions of jobs in professional, administrative and health sectors. Epsom and Ewell and Mole Valley have particularly high proportions in the professional services at 15%, where other areas are either at or below 10%.



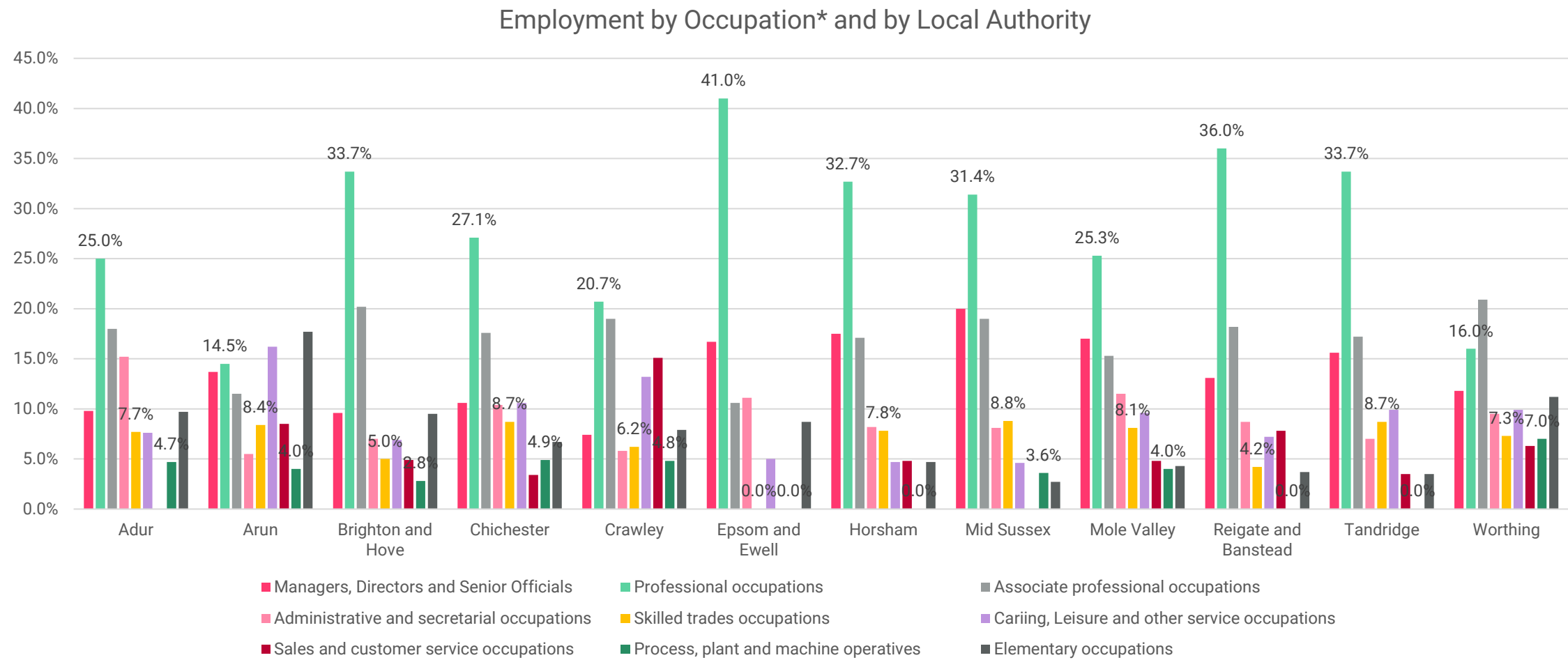
*This data uses ONS Standard Industrial Classification (SIC) codes 2007 at the Section level. Data is the percentage of employment in the industry
Source: [Business Register and Employment Survey, 2021](#)

Coast to Capital has a strong proportion of residents in high level occupations with 60% in either professional, associate professional or managerial occupations. This is a higher proportion when compared to the England average with 52% in the same occupations.



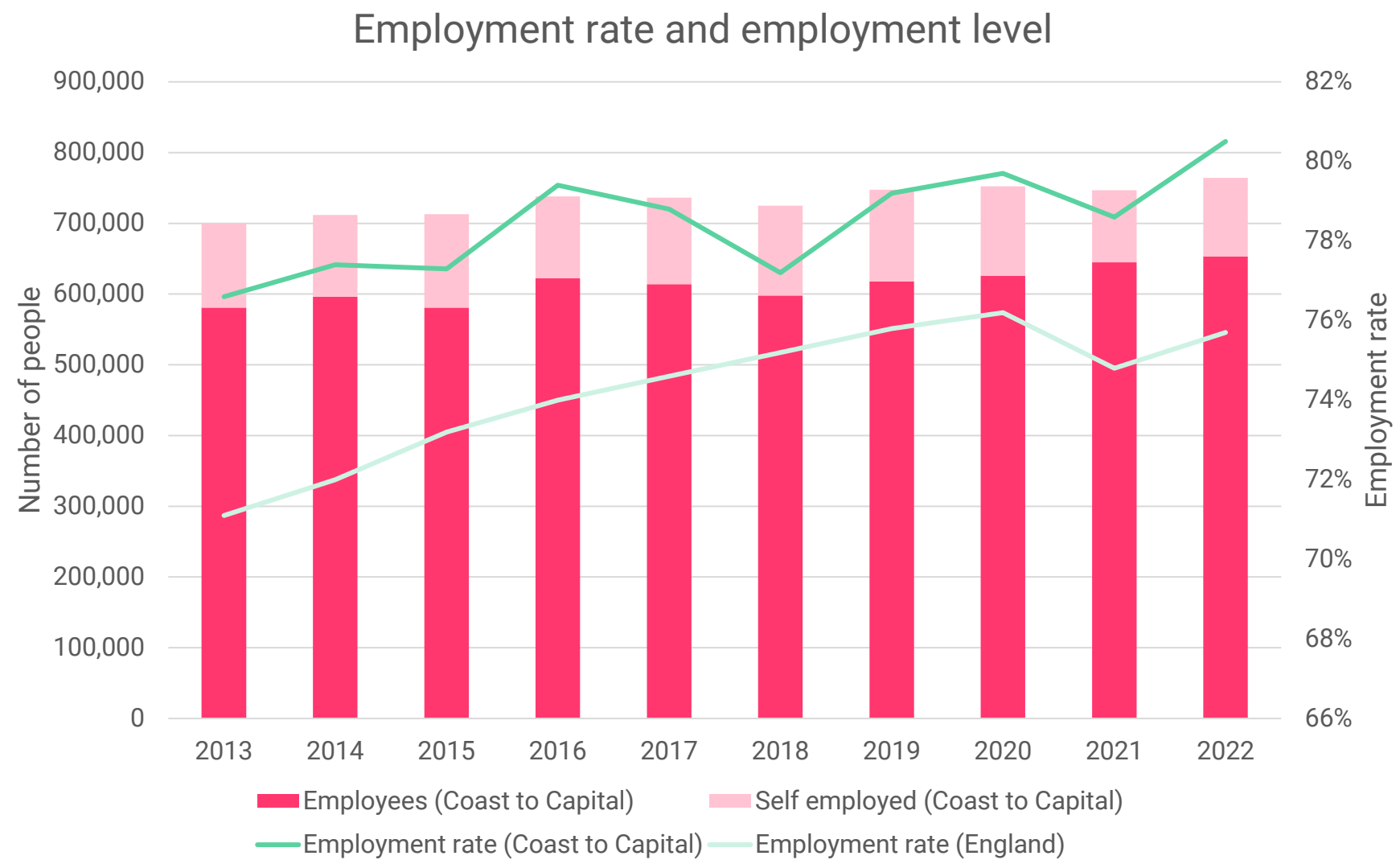
*This data uses the ONS 2020 SOC code list and % of all in employment. A full description of the occupation groups can be found [here](#)
Source: [Annual Population Survey \(APS\) – ONS, July 21 – June 2022](#)

Professional occupations make up a high proportion of employment across our local authority areas with Epsom and Ewell (41%) and Reigate and Banstead (36%) having the highest proportions. Employment in lower skilled elementary occupations was low across our area, with the exception of Arun (18%) and Worthing (11%) with slightly higher proportions.



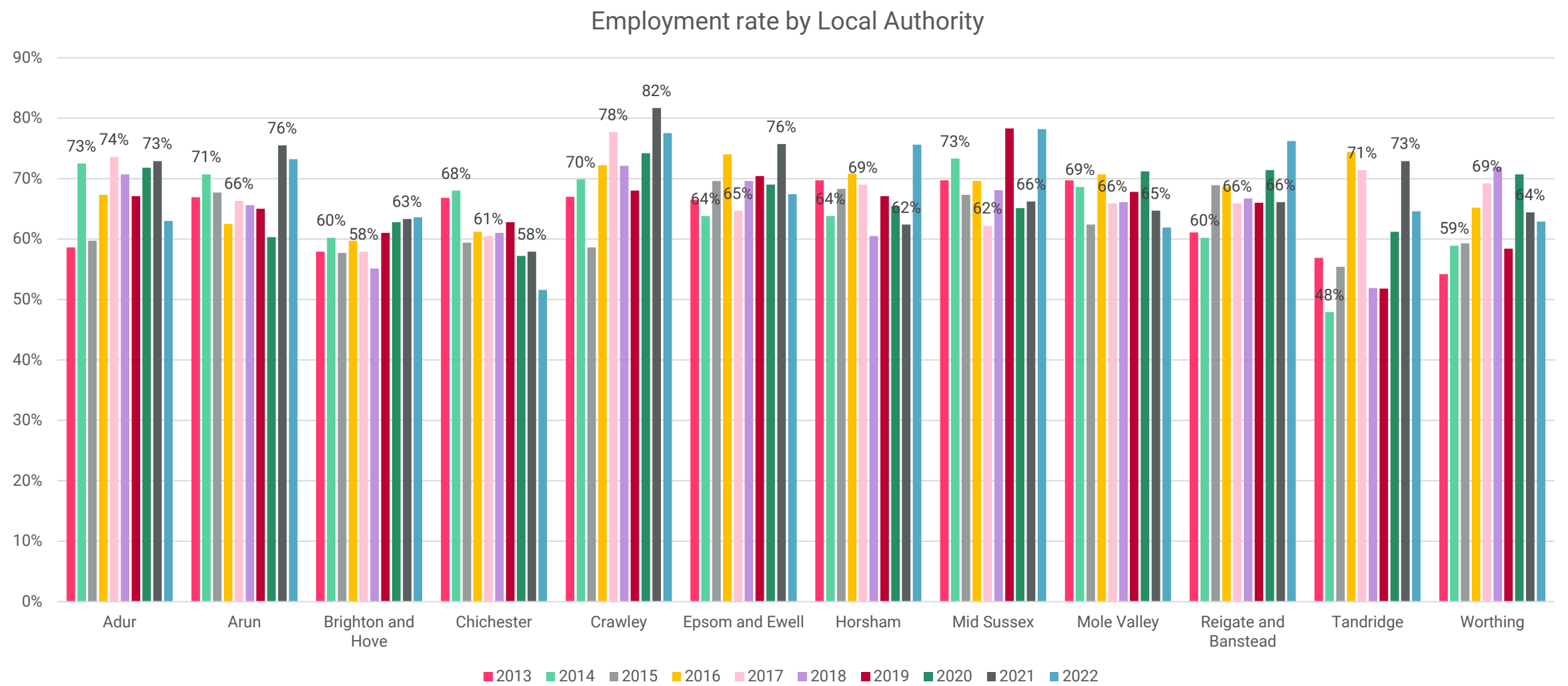
*This data uses the ONS 2020 SOC code list and % of all in employment. Data was not available for some occupations in certain local authorities. A full description of the occupation groups can be found [here](#)
Source: [Annual Population Survey \(APS\) – ONS, July 21 – June 2022](#)

The employment rate in Coast to Capital has remained relatively high and above the national rate since 2013. Despite a slight dip in 2021, likely due to the pandemic, Coast to Capital's rate has been on the climb and was 5 percentage points higher than the national rate in 2022.



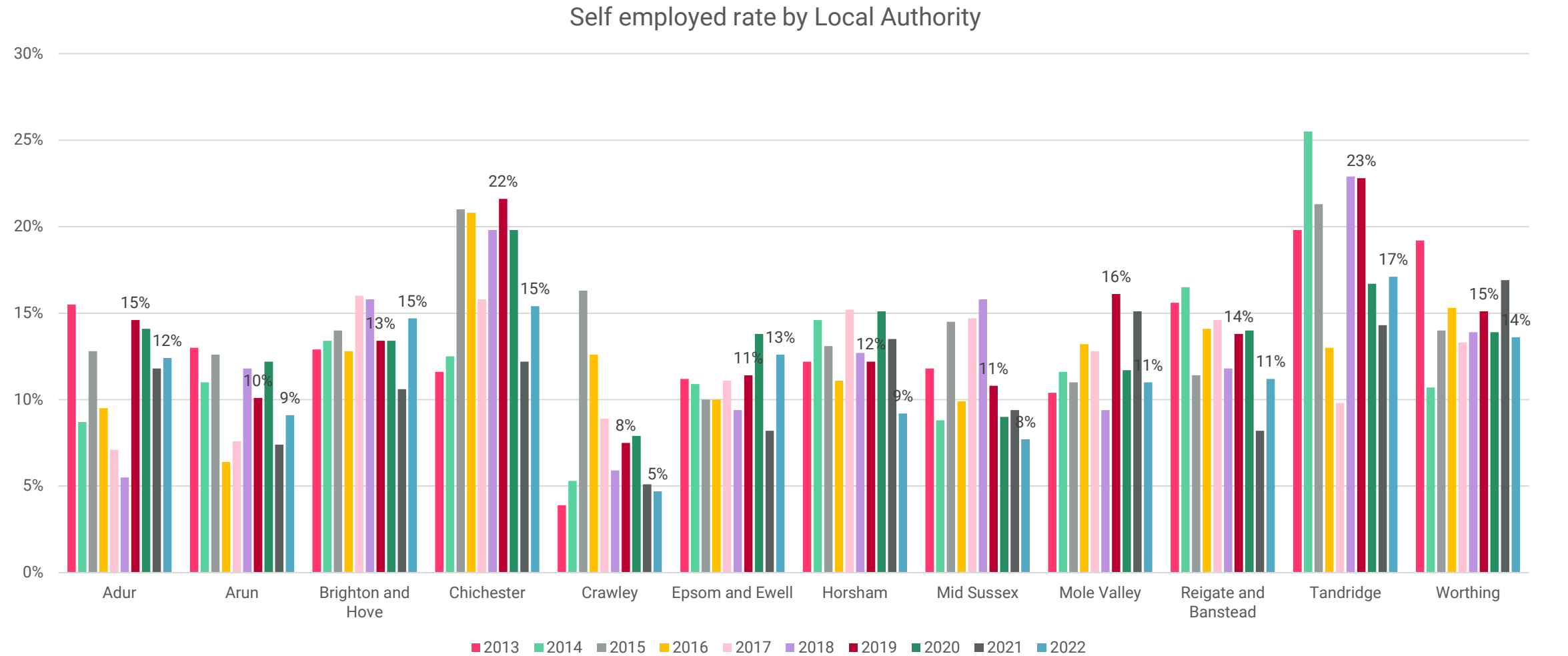
Source: [Annual Population Survey \(APS\)](#), Employment rate of residents aged 16-64 – ONS, July 21 – June 2022

The employment rate was on the rise in 2022, with significant increases seen in Horsham (+14), Mid Sussex (+12) and Reigate and Banstead (+10) when compared to 2021 rates. Interestingly, Crawley had the highest employment rate (82%) in our area in 2021, possibly due to relaxation of travel restrictions and increased recruitment following the pandemic.



Source: [Annual Population Survey \(APS\)](#), Employment rate of residents aged 16-64 – ONS, July 21 – June 2022

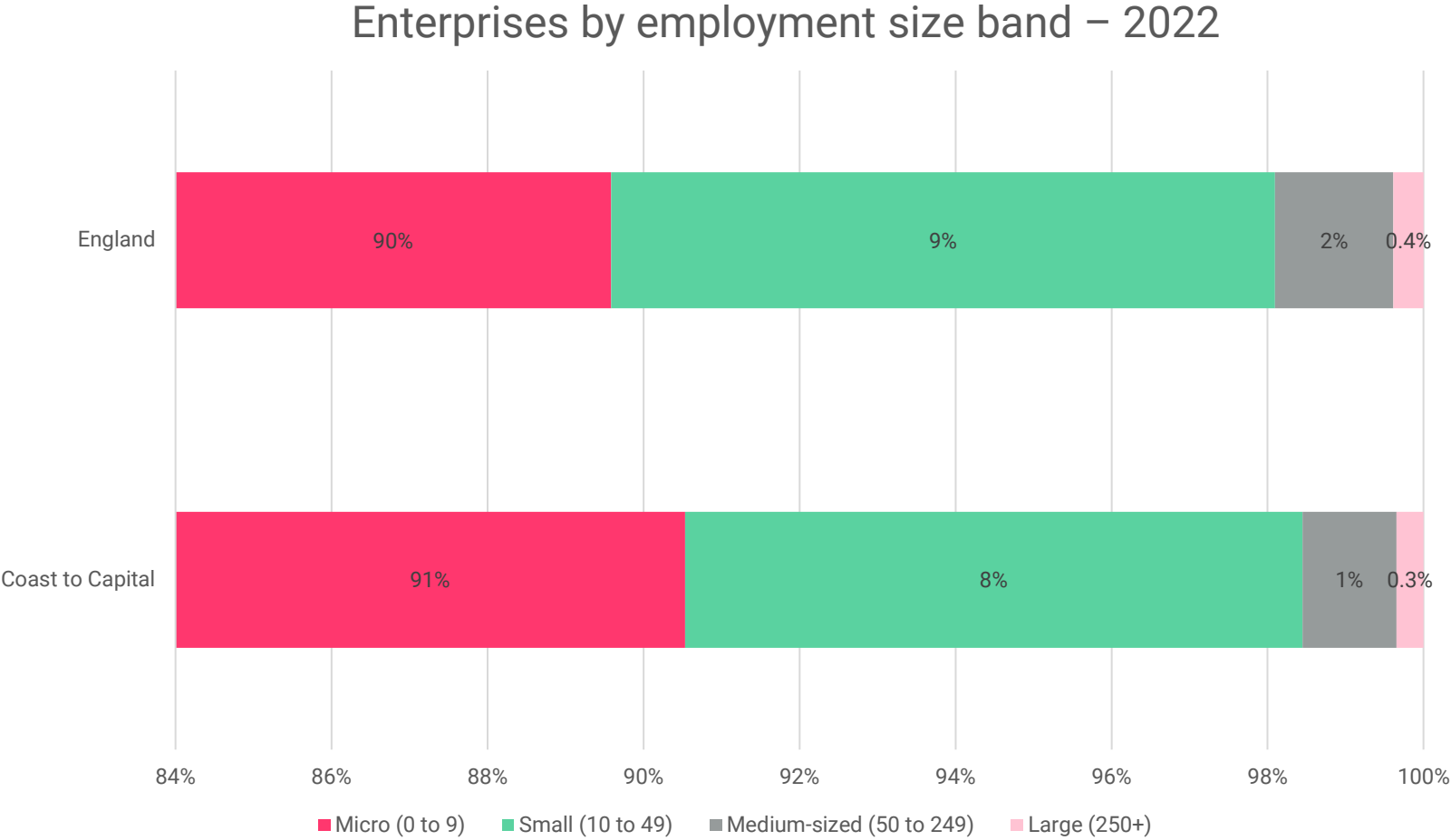
Chichester and Tandridge have some of the highest self employed rates in our region with rates of 15% and 14% respectively as of June 2022. Crawley had a spike in the self employed rate in 2015 with rates reaching 16%, but declined steadily to 5% in 2022.



Source: [Annual Population Survey \(APS\)](#), Employment rate of residents aged 16-64 – ONS, July 21 – June 2022

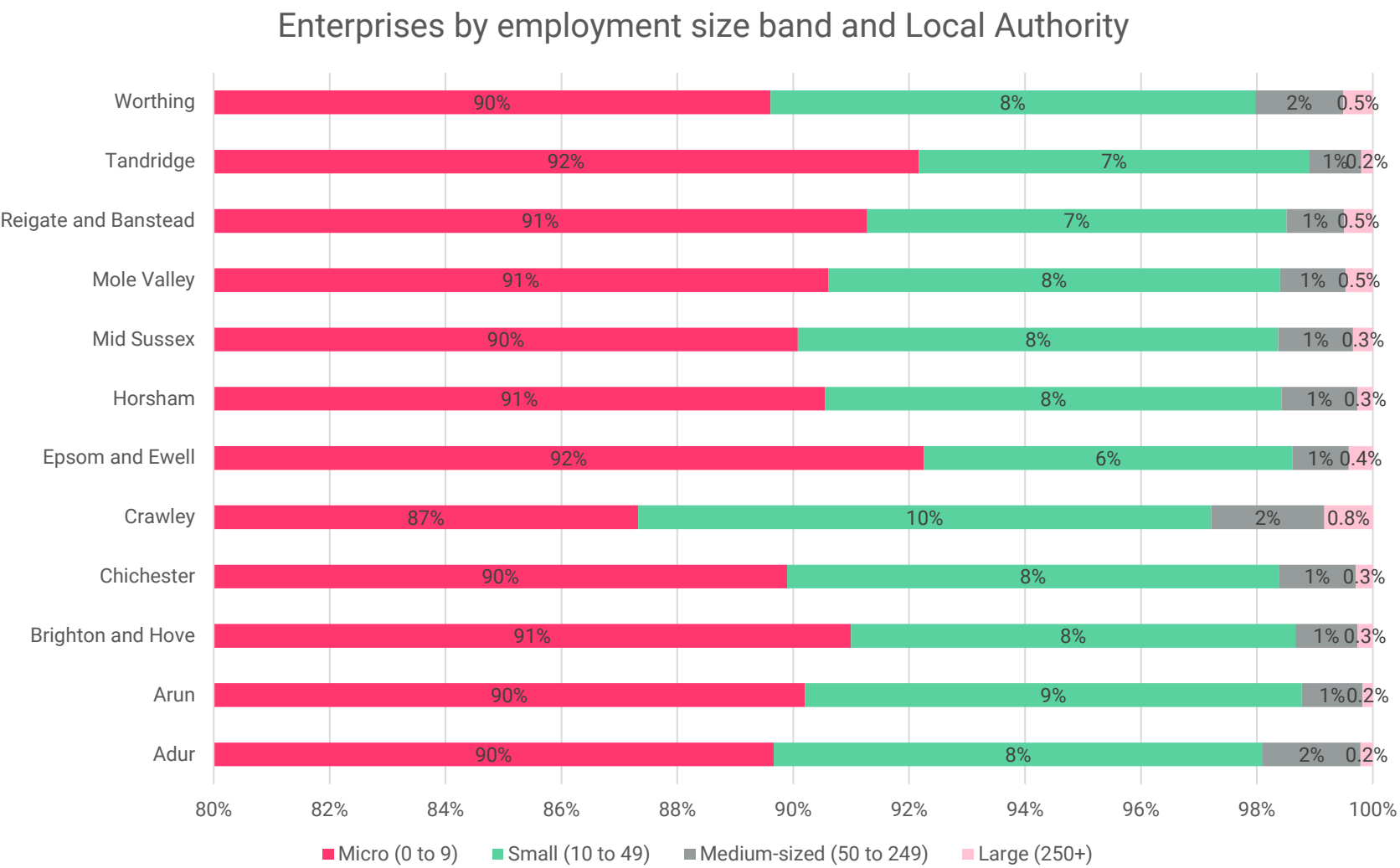
3. Business environment

Similar to the national picture, Coast to Capital’s business community is predominantly smaller businesses, with more than 9 in 10 being ‘micro-firms’ employing less than 10 staff (91% compared in 90% England). The marginally higher proportion of ‘micro-firms’ could limit the potential of businesses in Coast to Capital to invest in employee training. Although as the difference from national averages is marginal, this is a national challenge as well.

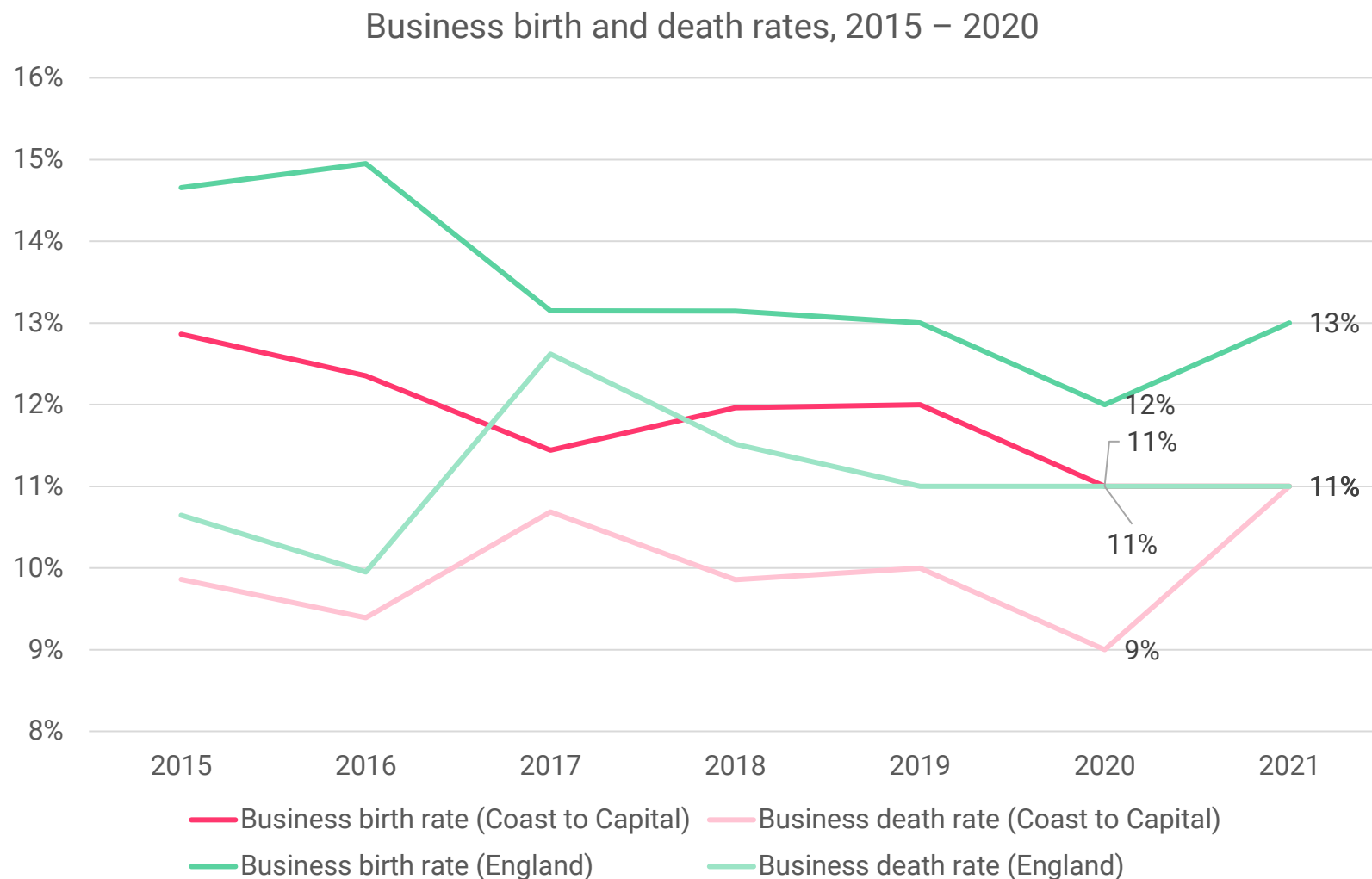


Source: [UK Business Counts](#), 2022

Business employment size has a similar breakdown across our local authority areas with the largest proportion in 'micro-firms'. However, Crawley has a lower proportion of 'micro-firms', but then slightly higher proportions of SMEs. Tandridge and Epsom & Ewell have the highest proportions of 'micro-firms', highlighting more of a concentration of smaller businesses in those areas.

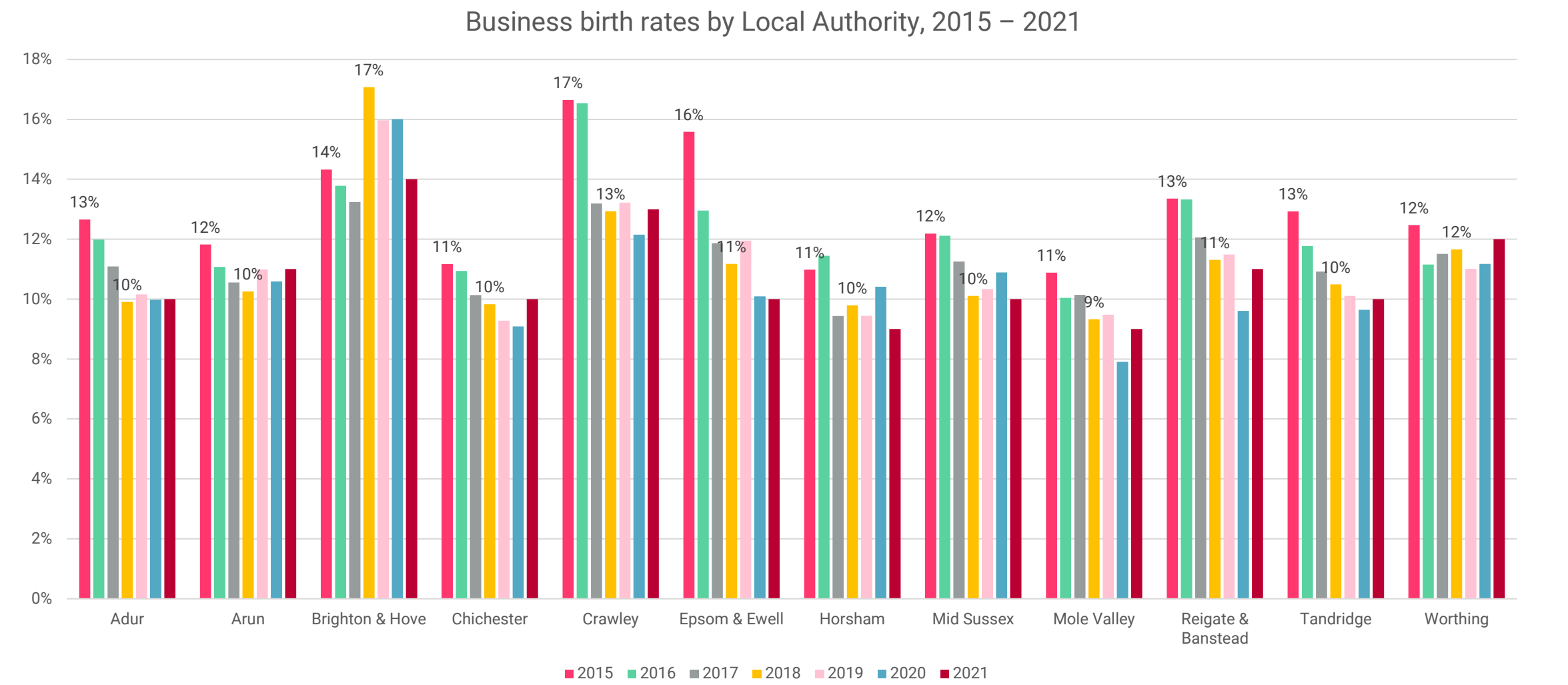


Enterprise birth rates in Coast to Capital were consistently below birth rates nationally, and between 2015 and 2020 birth rates in the LEP area decreased two percentage points from 13% to 11%, despite an increase between 2017 and 2018. However, whilst the national death rate remained stable between 2019 and 2021, the rate in Coast to Capital increased by 2 percentage points to 11% in 2021.



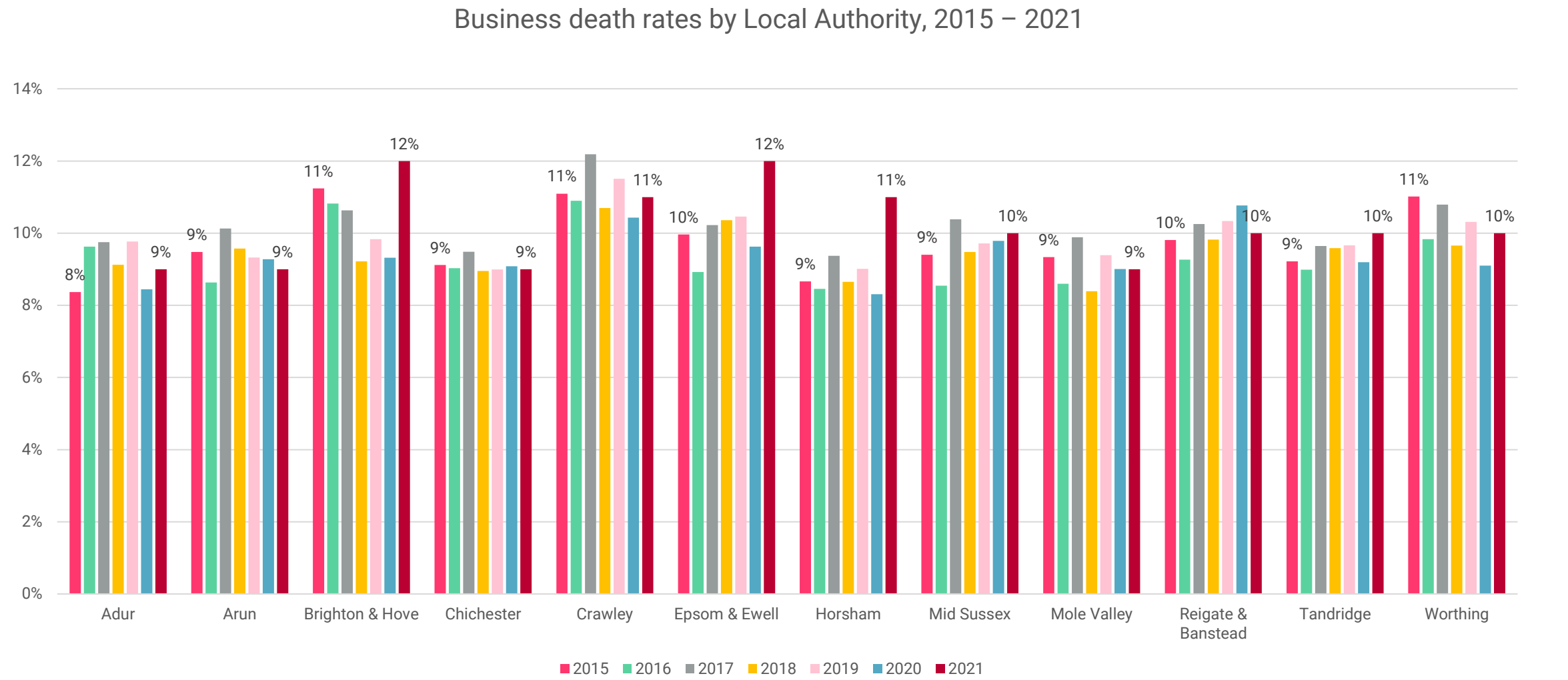
Source: [ONS Business Demography](#), 2015 – 2021. Birth and death rates as a proportion of active businesses.

Business birth rates peaked in 2015 in most areas, except for Brighton and Hove in which rates peaked in 2018 at 17%. In 2021, Brighton and Hove had the highest birth rate at 14%, followed closely by Crawley at 13% and Worthing at 12%.



Source: [ONS Business Demography](#), 2015 – 2021. Birth and death rates as a proportion of active businesses.

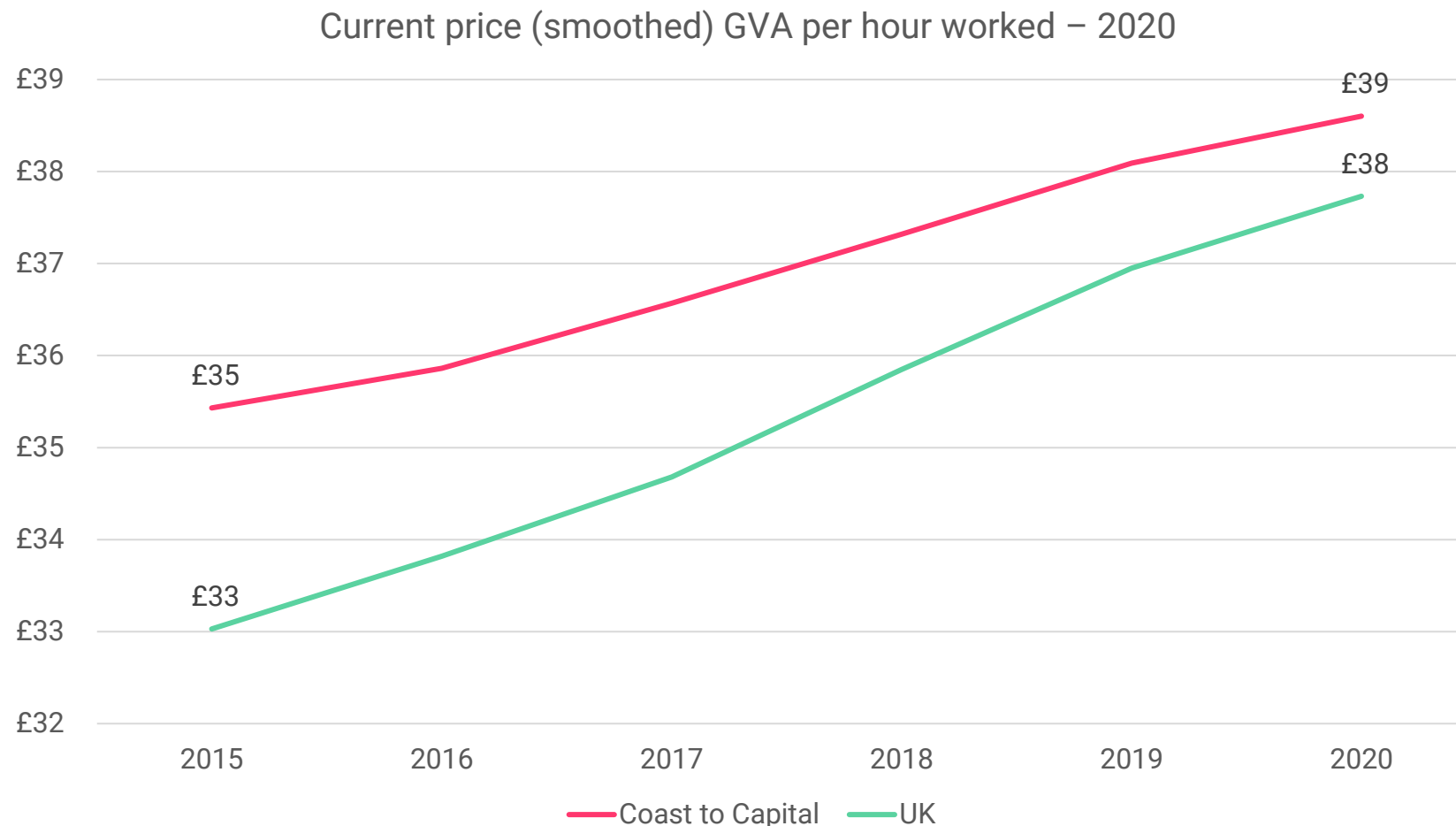
2021 saw some of the highest business death rates across our region with Brighton & Hove and Epsom & Ewell both at 12%, followed closely by Horsham at 11%. Epsom & Ewell and Horsham saw the highest increase in business death rates with both seeing a 20% increase between 2015 and 2021. Worthing had the largest decrease in death rates with a 9% decline between 2015 and 2021.



Source: [ONS Business Demography](#), 2015 – 2021. Birth and death rates as a proportion of active businesses.

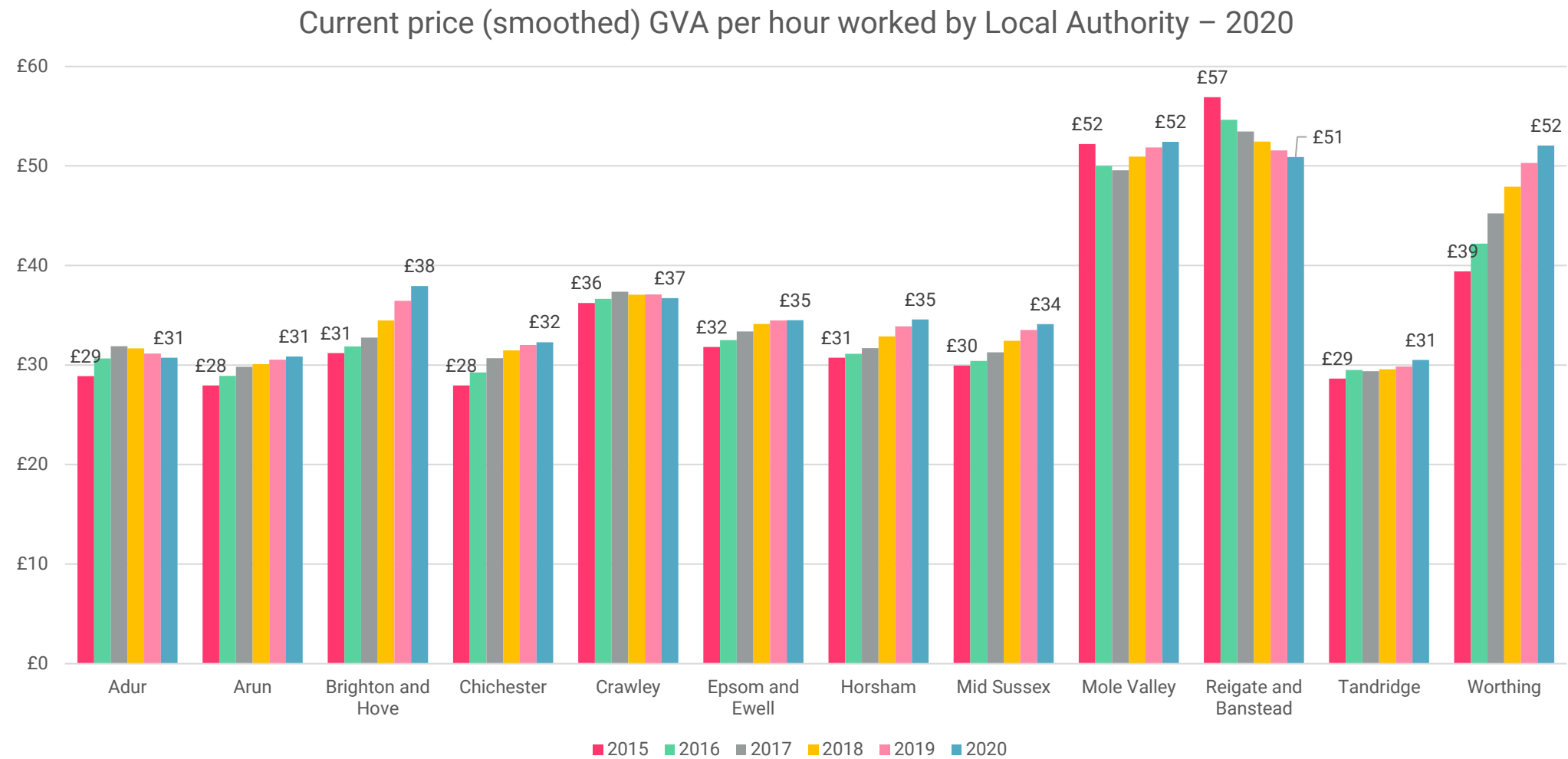
4. Economic output

Following the national trend, GVA per hour worked and per job filled steadily increased in Coast to Capital over time, increasing 11% between 2015 and 2020. Likewise, labour productivity in Coast to Capital has been consistently slightly above the national level. However, it is expected that the pandemic will have had a significant and long term impact on productivity. Indeed, in Coast to Capital overall economic output declined by 5% between 2019 and 2020, when compared to a 3% decline for England during the same period.



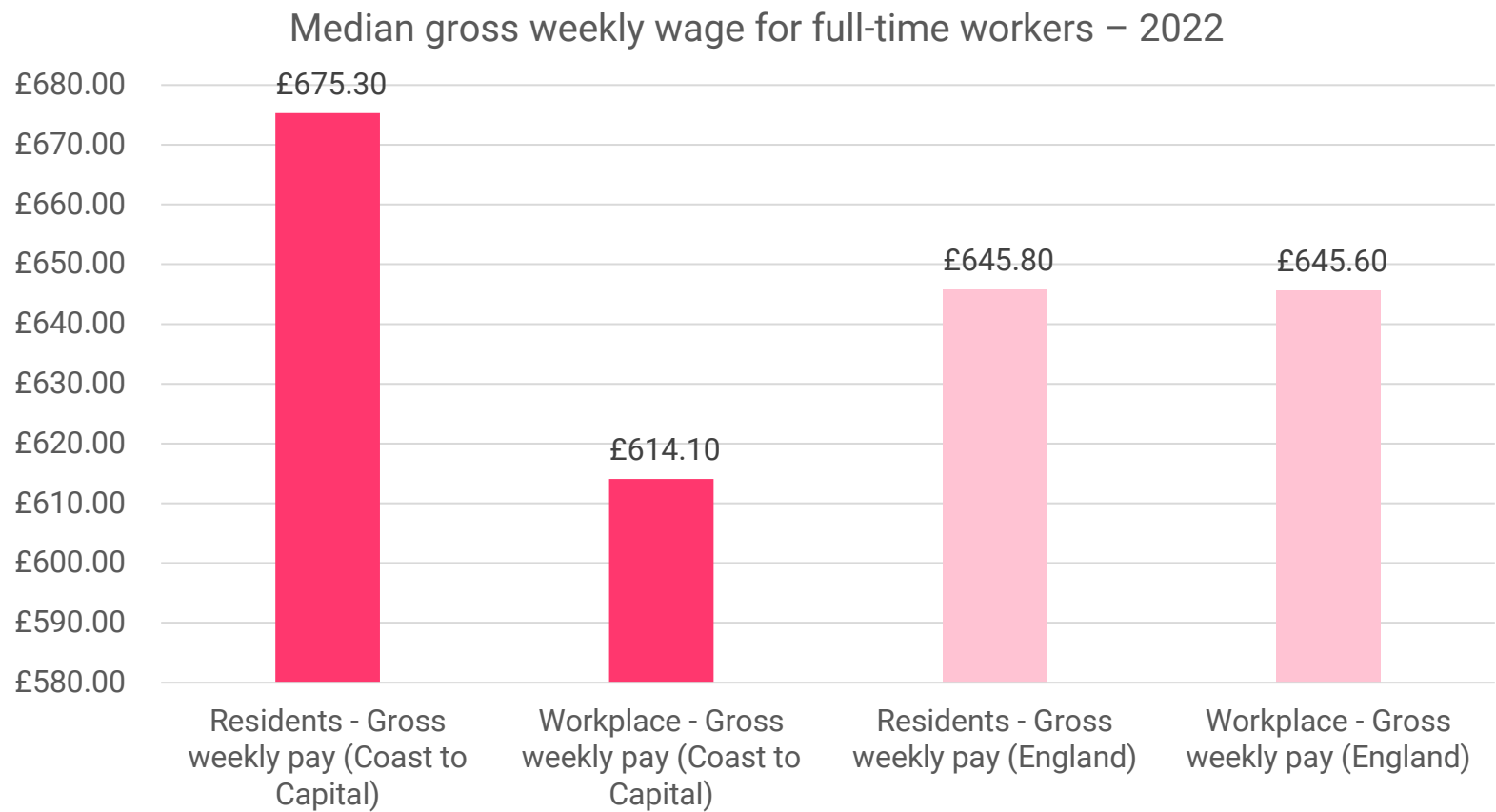
Source: [Subregional productivity: labour productivity indices by economic enterprise region](#), ONS, 2020

Coast to Capital's strong labour productivity seems to be largely due to high GVA per hour worked figures in Mole Valley, Reigate & Banstead and Worthing with prices nearly £20 above the Coast to Capital average. Worthing saw the highest increase between 2015 and 2020 with a 33% increase in GVA per hour worked.



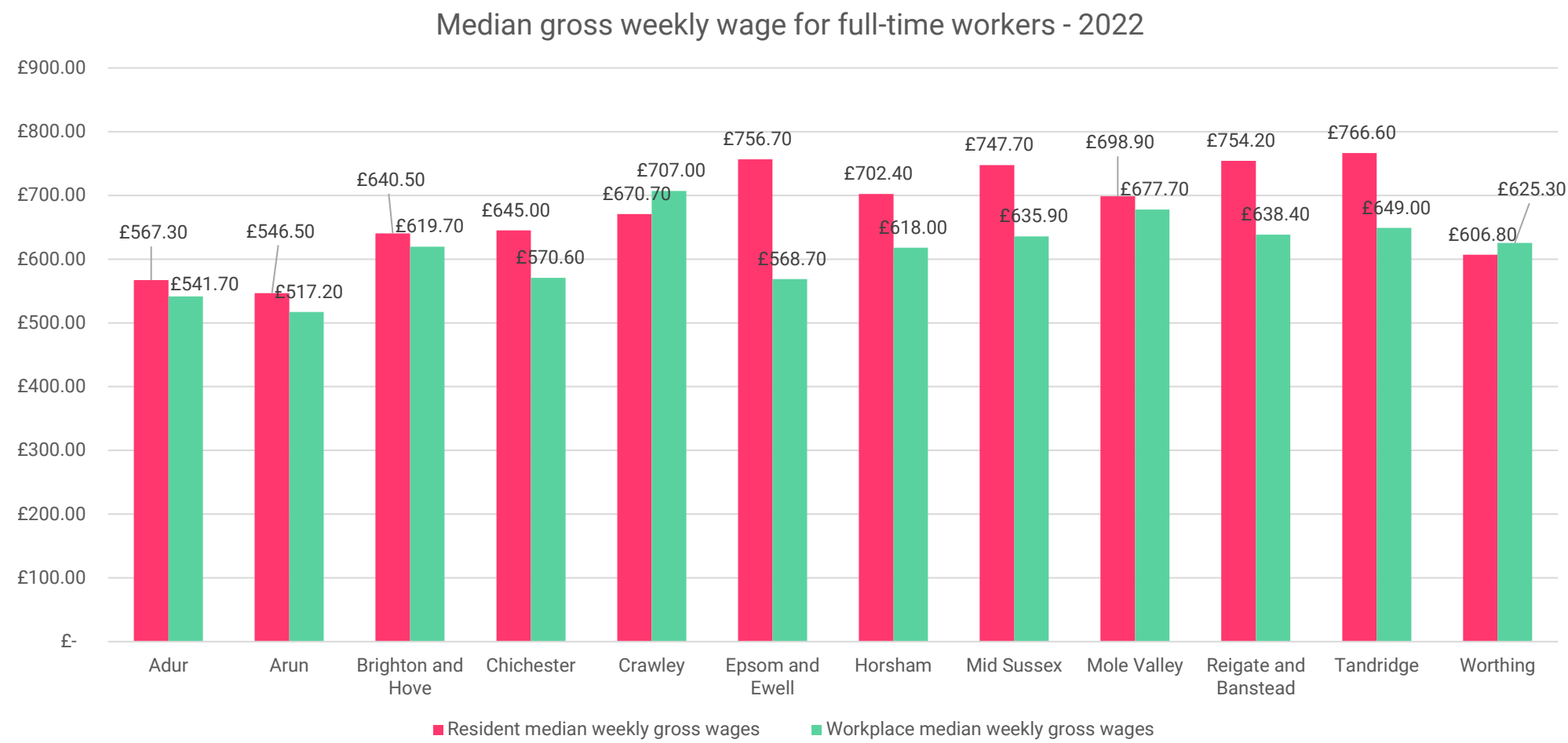
Source: [Subregional productivity: labour productivity indices by economic enterprise region](#), ONS, 2020

Median weekly resident and workplace earnings in Coast to Capital increased between 2021 and 2022 with an increase of £37 in resident earnings and a £15 increase in workplace earnings. Whilst workplace earnings in Coast to Capital are below the national level, resident earnings are £30 higher than the national level. The effect of significant out-commuting to high paid job roles in London has a clear impact on disparities between workplace-based and resident-based earnings in our region.



Source: [Annual Survey of hours and earnings](#) - resident and workplace analysis, 2022

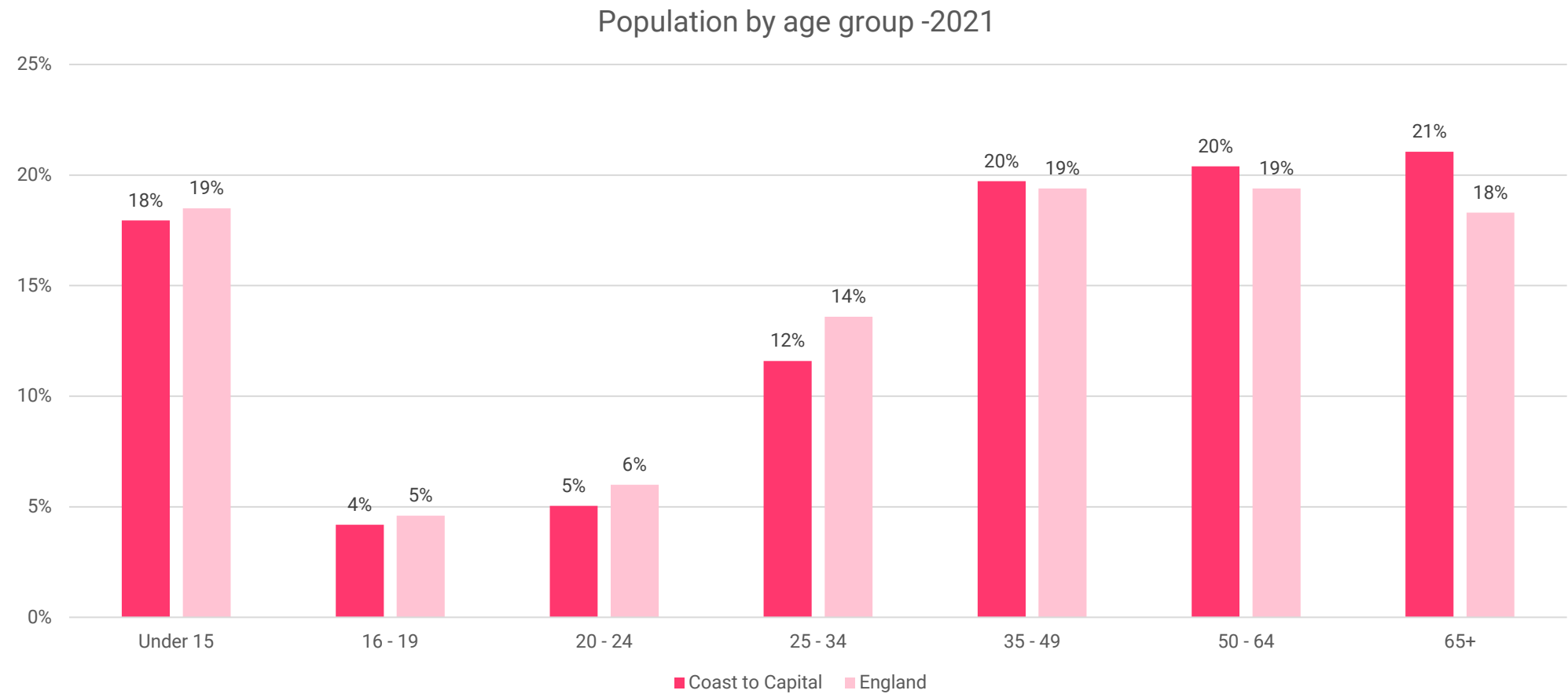
In most of our local areas resident earnings are above workplace earnings. East Surrey authorities have some of the highest median weekly resident earnings with an average of £744.10 across the four local authorities. Conversely, five authorities in the south of our region have earnings below the national level. Chichester and the coastal areas of Brighton & Hove, Worthing, Adur and Arun all have resident earnings below the national level. Weekly median workplace earnings tell a slightly different story in Crawley with earnings £62 above the national average at £707, indicating a concentration of higher paying jobs at the businesses in Crawley.



Source: [Annual Survey of hours and earnings](#) - resident and workplace analysis, 2022

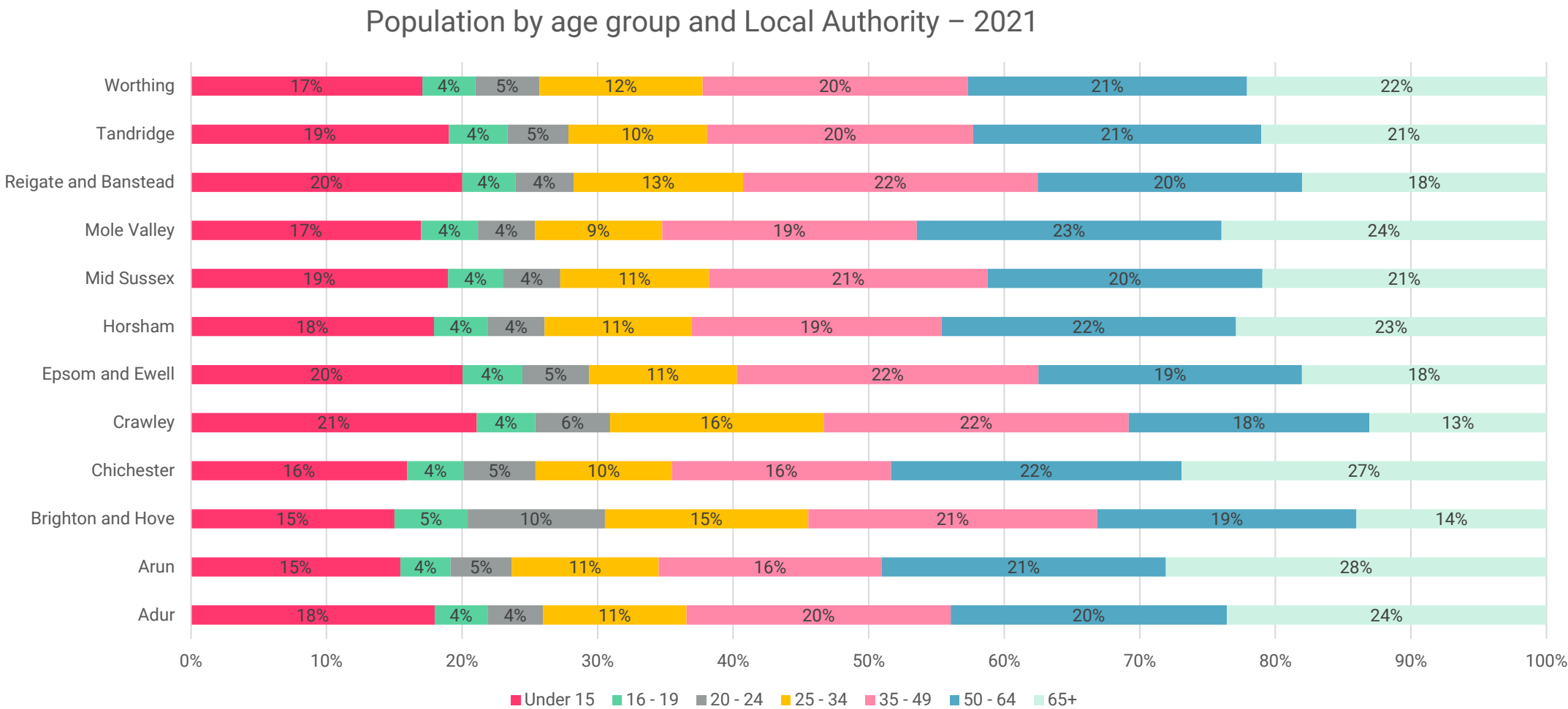
5. Population demographics

Four out of ten residents (41%) in Coast to Capital are older than 50. This is a greater proportion than nationally (37%). Another significant difference in age profile is there are fewer 20–34-year-olds (17%) than nationally (20%). Both of these factors show signs of an aging workforce and a relative under-representation of university graduates and other young people staying in the area.



Source: [ONS Census Population Estimates, 2021](#)

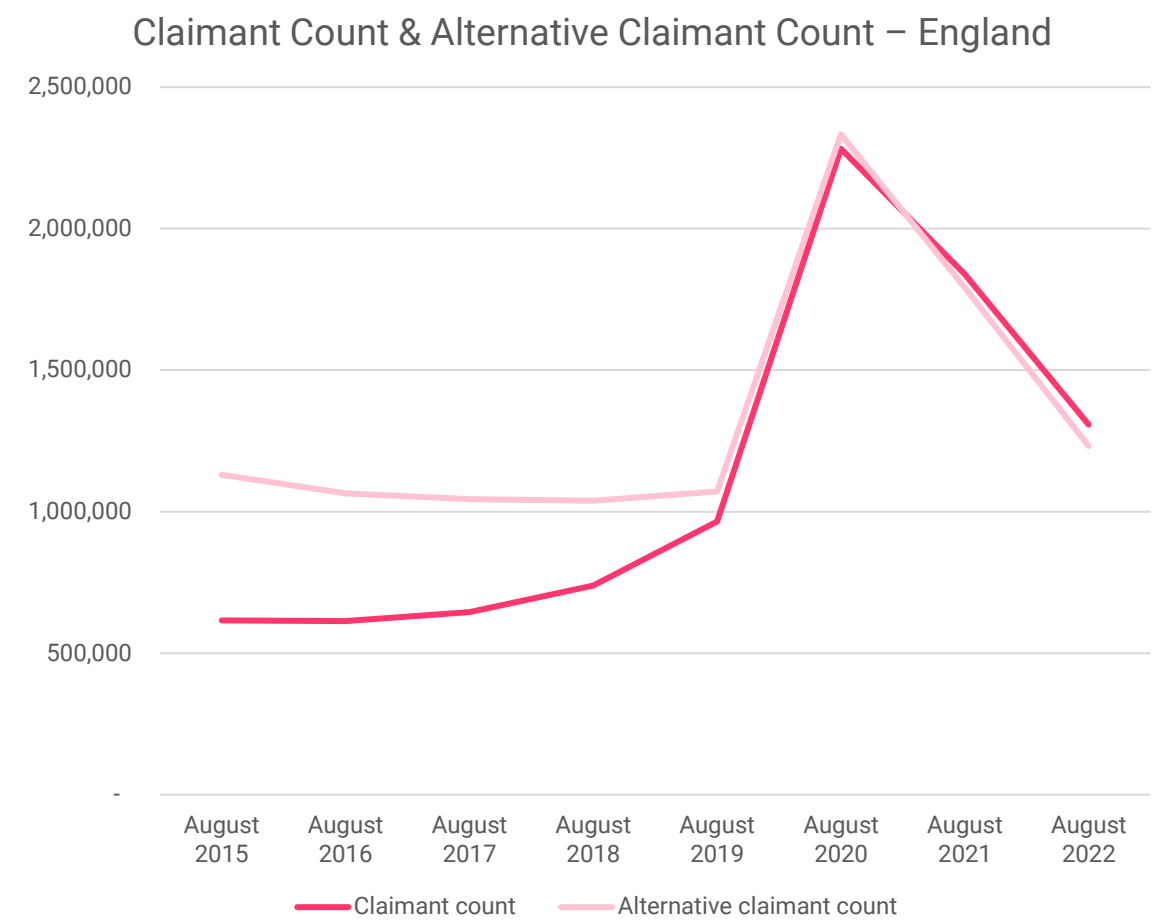
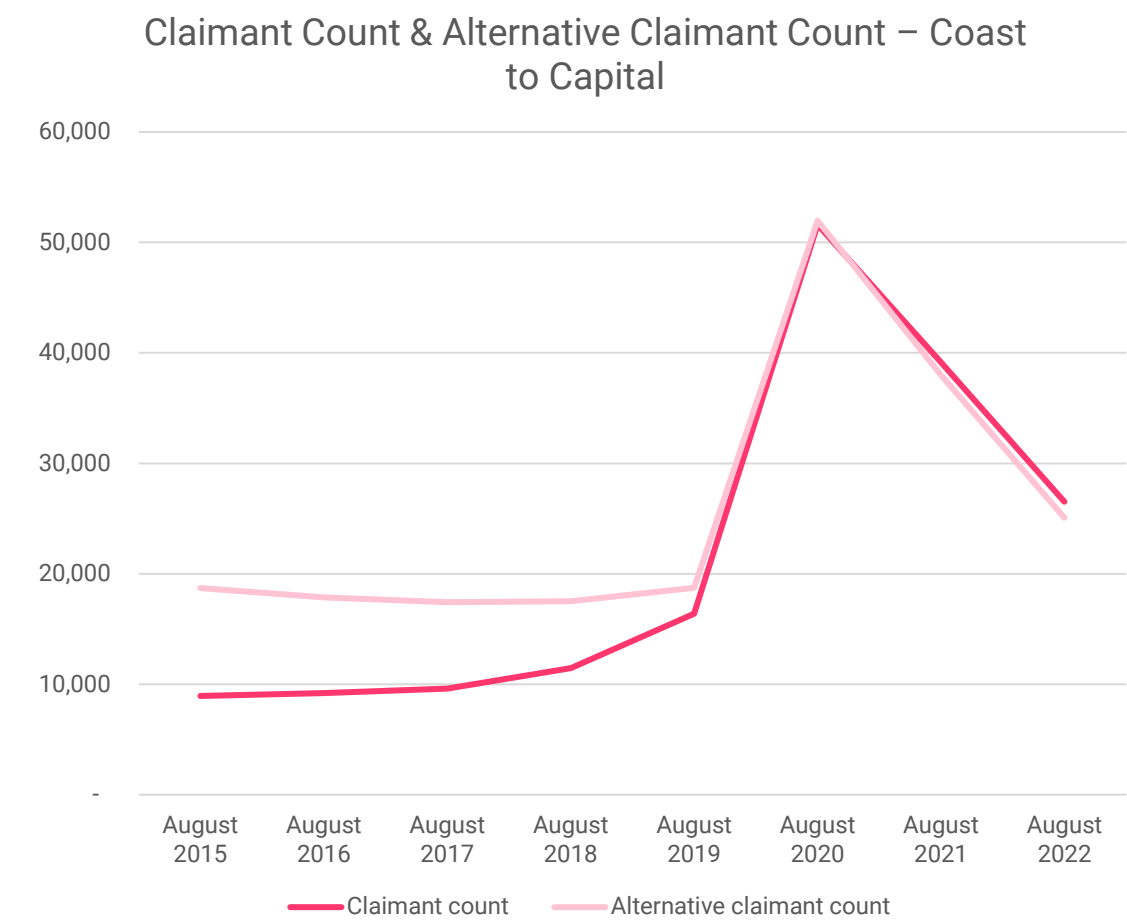
Arun and Chichester have some of the highest proportions of residents aged 65 and over at 28% and 27% respectively, these proportions are also well above the national level. Conversely, Crawley has the smallest proportion of residents over 65 (13%) and the largest proportion of those aged 25 – 34 (16%).



Source: [ONS Census Population Estimates, 2021](#)

6. Out of work benefits

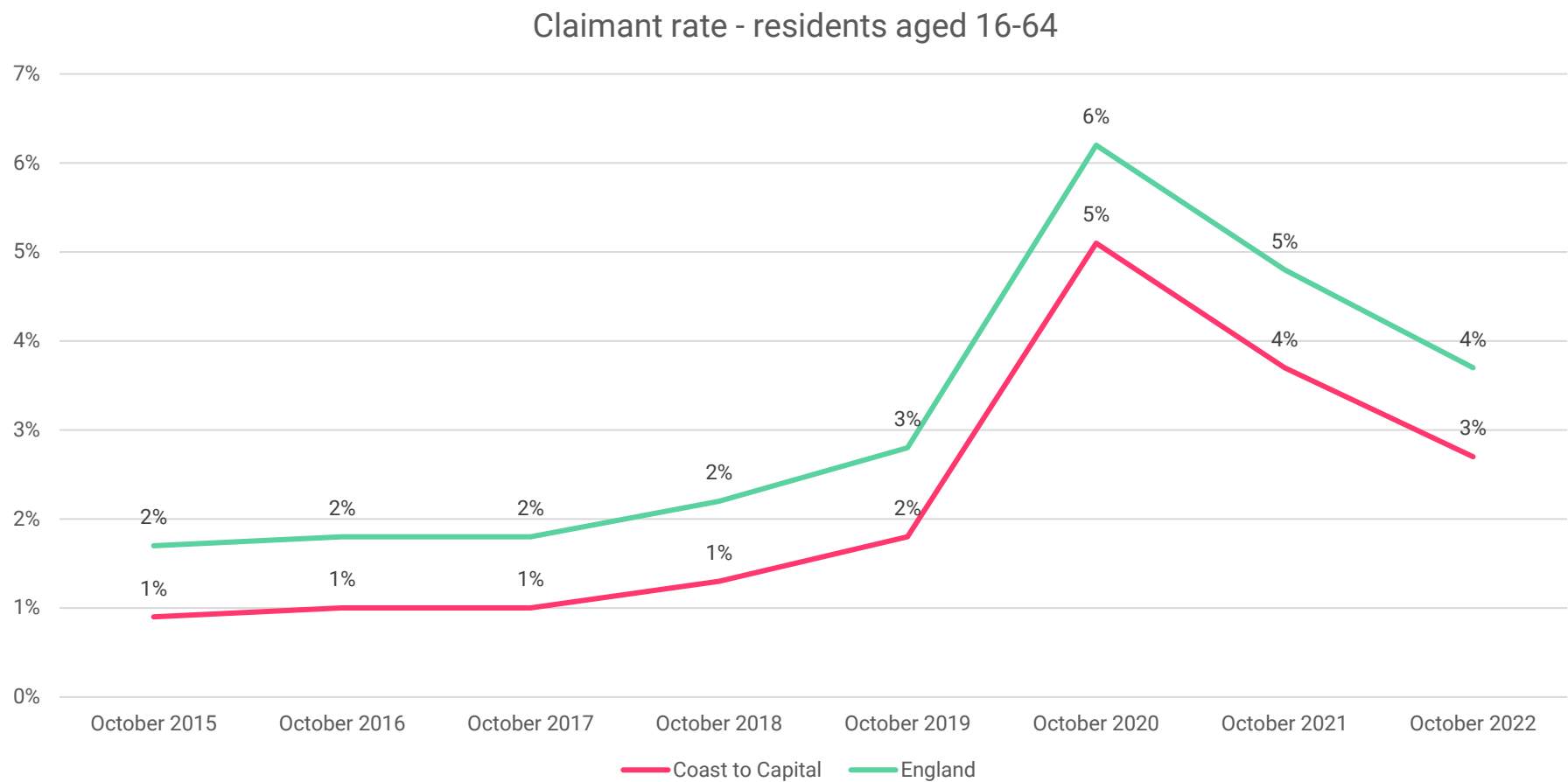
In line with national trends, the Claimant Count in Coast to Capital remained relatively stable between 2015 and 2018. There was a slight increase in 2019 and then unsurprisingly a significant increase in 2020, likely due to the pandemic and various lockdowns. However, the count has declined since 2020 and is getting closer to pre-pandemic levels.



Source: [ONS Claimant count](#) and Alternative claimant count from [DWP Stat Xplore](#), 2022.

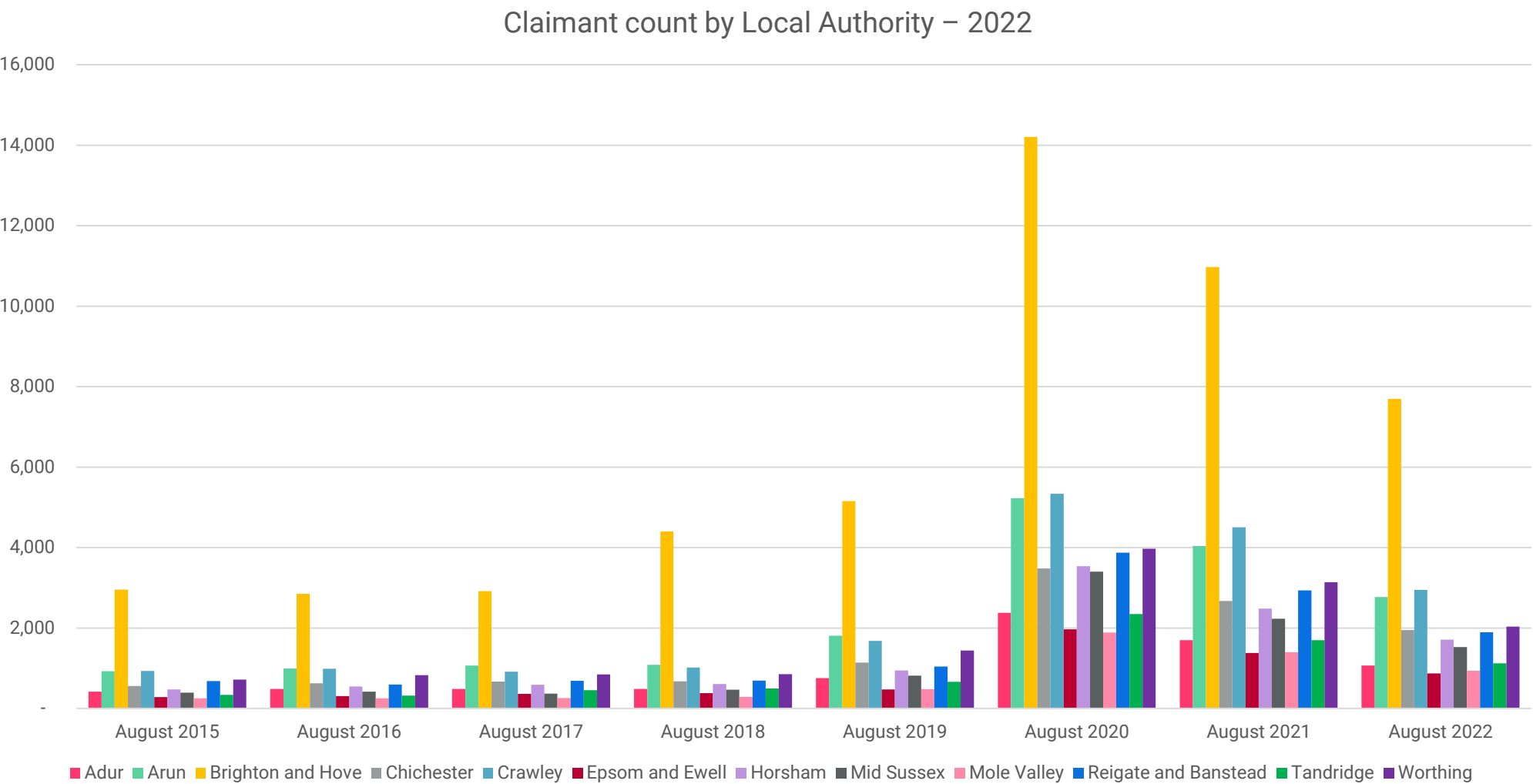
Claimant count is a measure of the number of people claiming benefits principally for the reason of being unemployed. Under Universal Credit, a broader span of claimants are required to look for work than under Jobseeker's Allowance. To address this, the Alternative Claimant Count statistics measures the number of people claiming unemployment benefits by modelling what the count would have been if Universal Credit had been in place since 2013 with the broader span of people this covers. August 2022 was the final update for Alternative Claimant Count, there will be no future updates.

Coast to Capital's claimant rate followed the national trend but was also consistently lower than the national average since 2015. The spike in claimant rates in 2020 is likely due to the pandemic and the various lockdowns, but the rate has been on the decline and is now close to pre-pandemic levels.



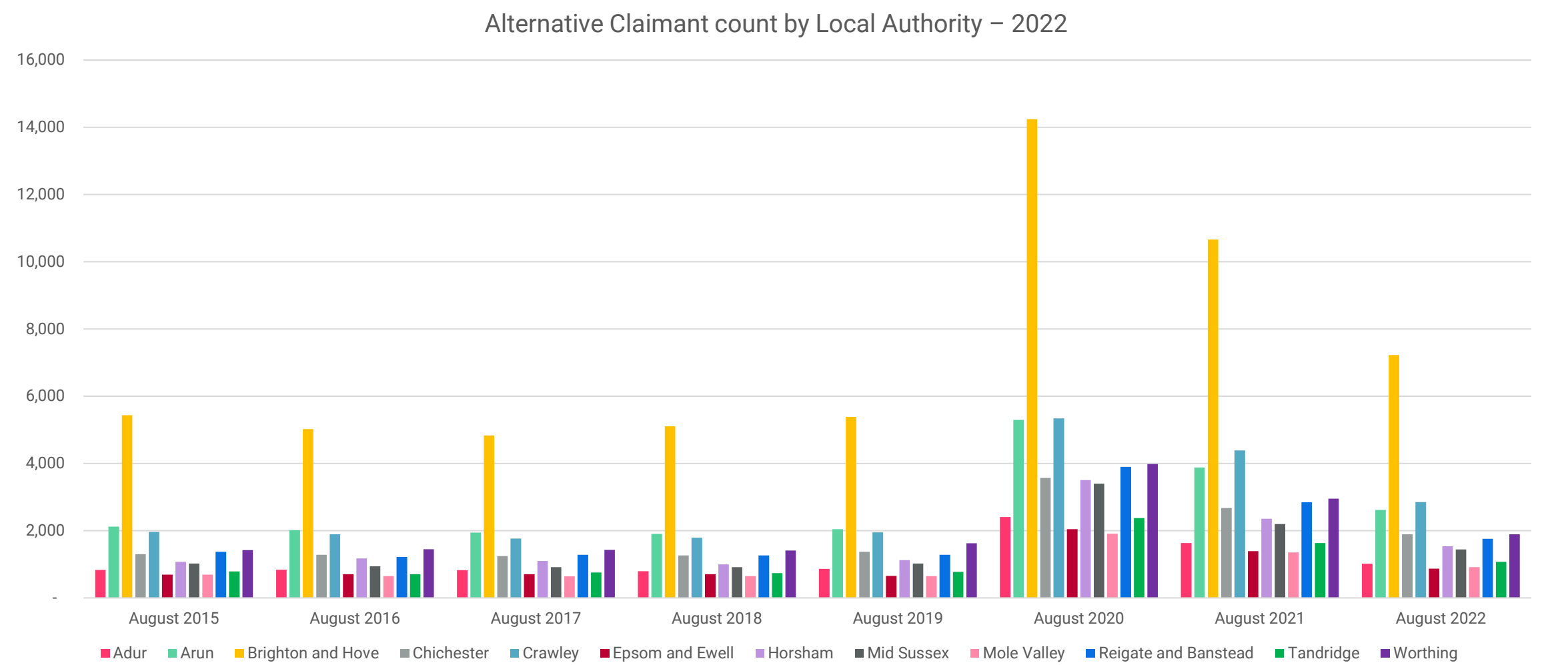
Source: [ONS Claimant count](#), 2022.
Claimant count is a measure of the number of people claiming benefits principally for the reason of being unemployed. Percentage is the proportion of residents aged 16-64.

Claimant count followed the national trend in our local authority areas with Brighton & Hove consistently having the highest counts. This is likely due to the much higher resident population in Brighton & Hove when compared to our other areas.



Source: [ONS Claimant count](#), 2022.
Claimant count is a measure of the number of people claiming benefits principally for the reason of being unemployed.

Slightly higher alternative claimant count numbers when compared to claimant count, but still follows a similar trend to the Coast to Capital and national statistics. Since 2020, claimants have been on the decline and the number of claimants in our area declined by around 50% during that period.

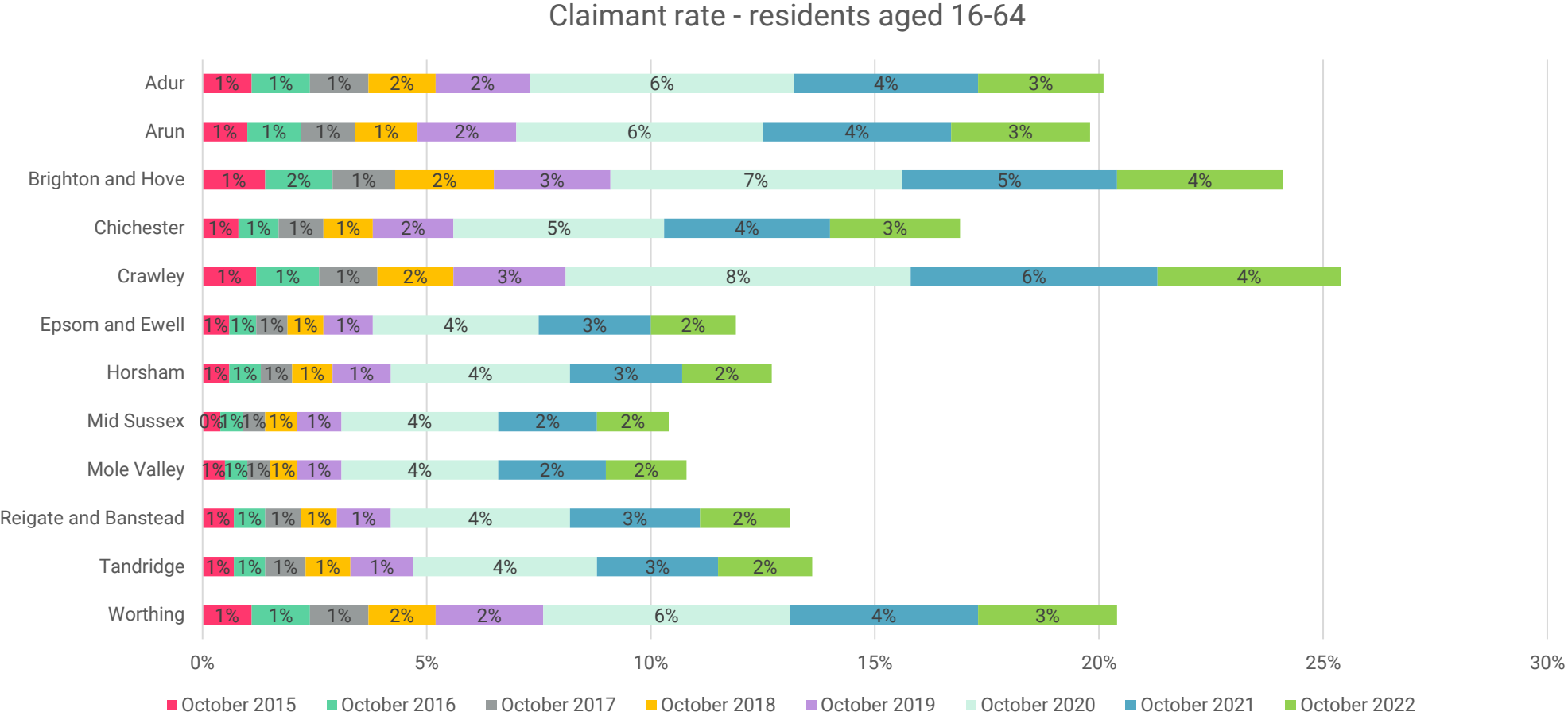


Source: Alternative claimant count from [DWP Stat Xplore](#), 2022.

Under Universal Credit, a broader span of claimants are required to look for work than under Jobseeker's Allowance. To address this, the Alternative Claimant Count statistics measures the number of people claiming unemployment benefits by modelling what the count would have been if Universal Credit had been in place since 2013 with the broader span of people this covers.

August 2022 was the final update for Alternative Claimant Count, there will be no future updates.

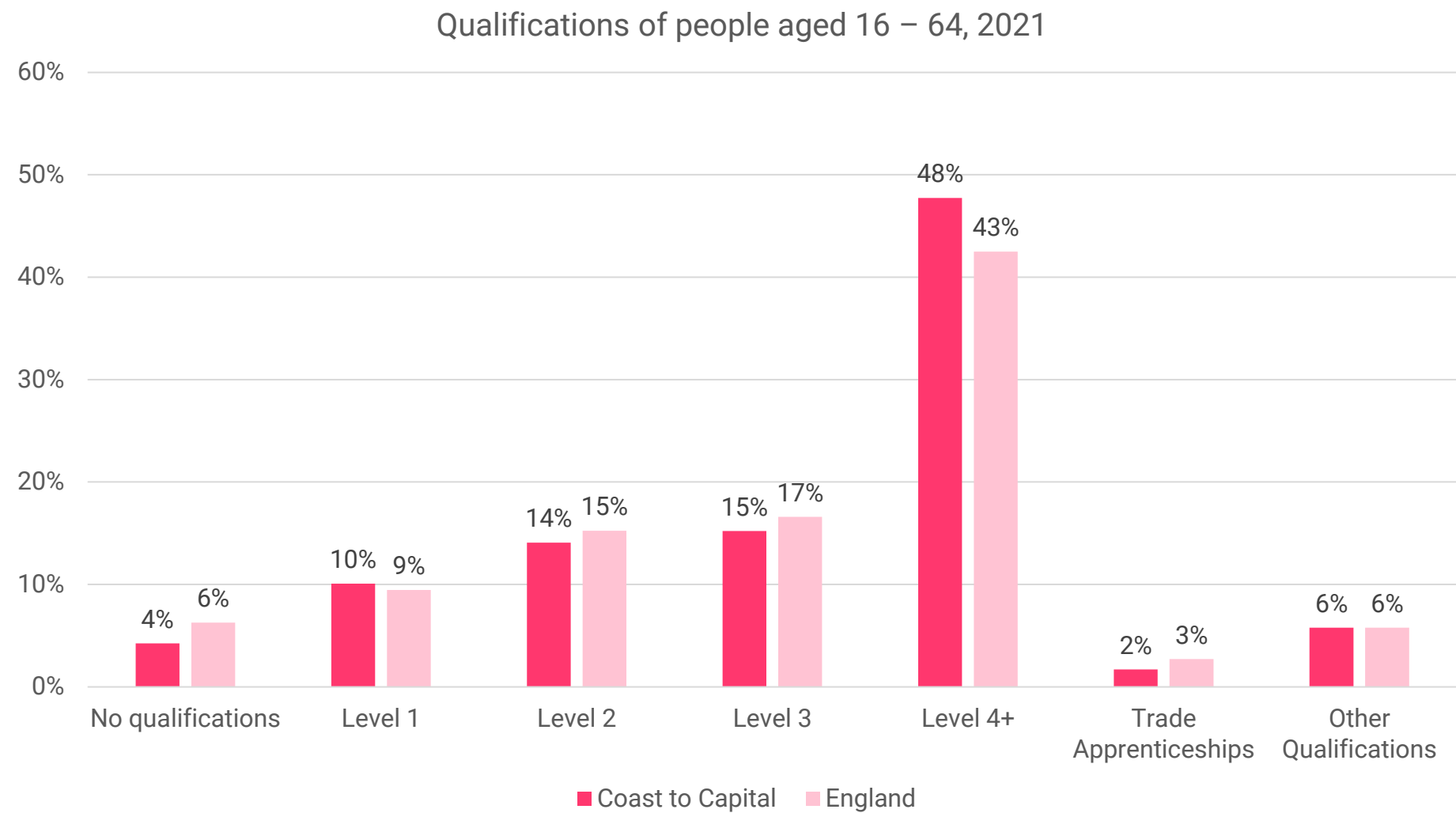
The rate of those claiming benefits aged 16-64 in our local areas broadly followed the national figures, however Crawley had the highest rate (8%) in 2020, this was 2 percentage points above the national average (6%). Brighton & Hove had the second highest rate in 2020 at 7%, but all other areas in Coast to Capital were either at or below the national average.



Source: [ONS Claimant count](#), 2022.
Claimant count is a measure of the number of people claiming benefits principally for the reason of being unemployed.

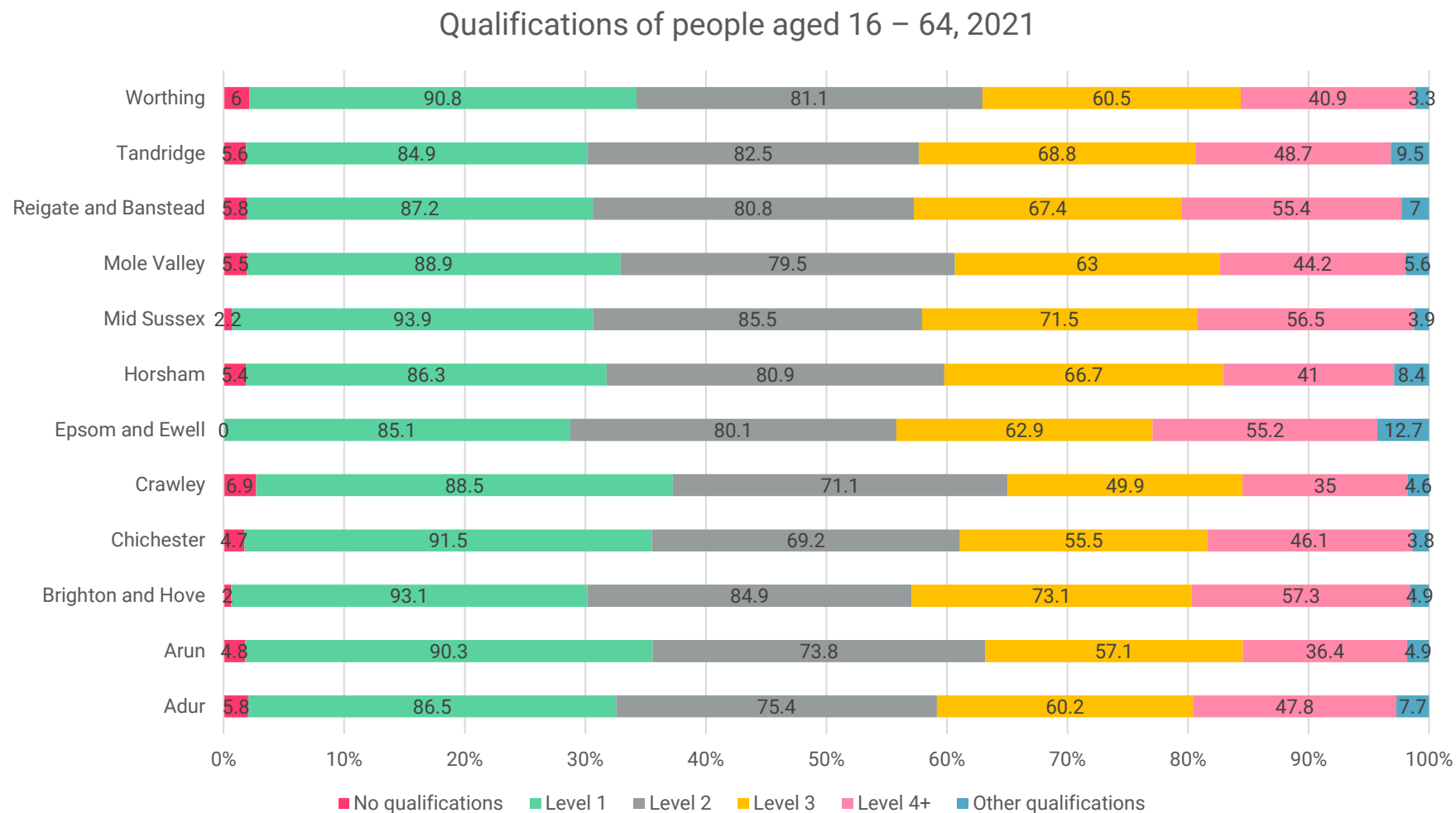
7. Qualifications

Coast to Capital has a highly skilled population with 48% of working age residents holding qualifications at NVQ level 4 or above, 5 percentage points higher than the national level. Fewer working age residents in Coast to Capital (4%) hold no qualifications than nationally (6%).



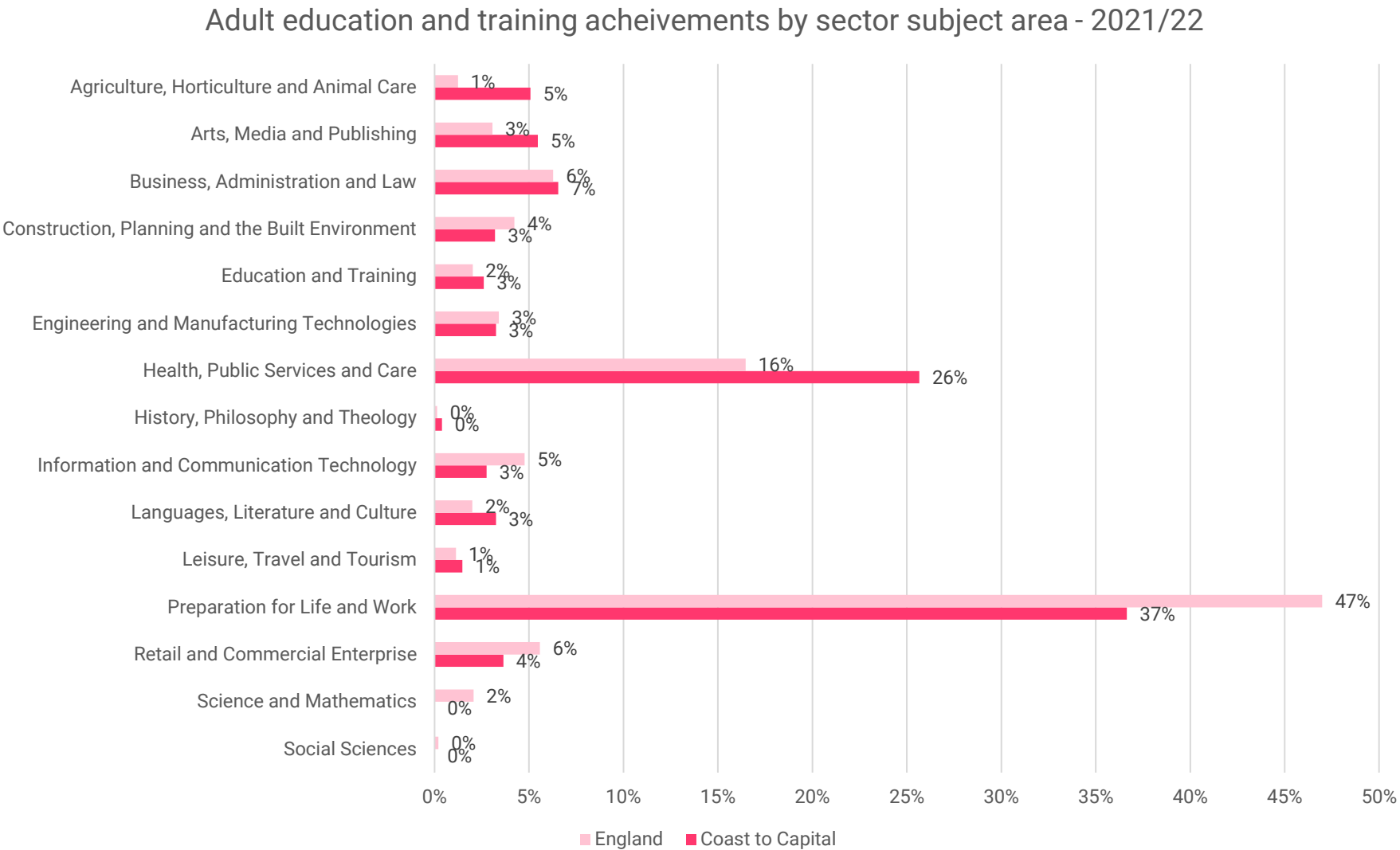
Source: [Annual Population Survey](#), Qualifications, Jan 21 – Dec 21

Several of our local authority areas have large proportions of residents skilled at NVQ level 4 or above. Brighton & Hove has the highest proportion at 57% (14 percentage points higher than the national average) followed closely by Mid Sussex at 56.5% and Reigate & Banstead and Epsom & Ewell both around 55%. Crawley has the lowest proportion of residents qualified at NVQ level 4 or above at 35% (8 percentage points below the national average) but has the highest proportion of residents with no qualifications at 6.9% compared the national average of 6%.



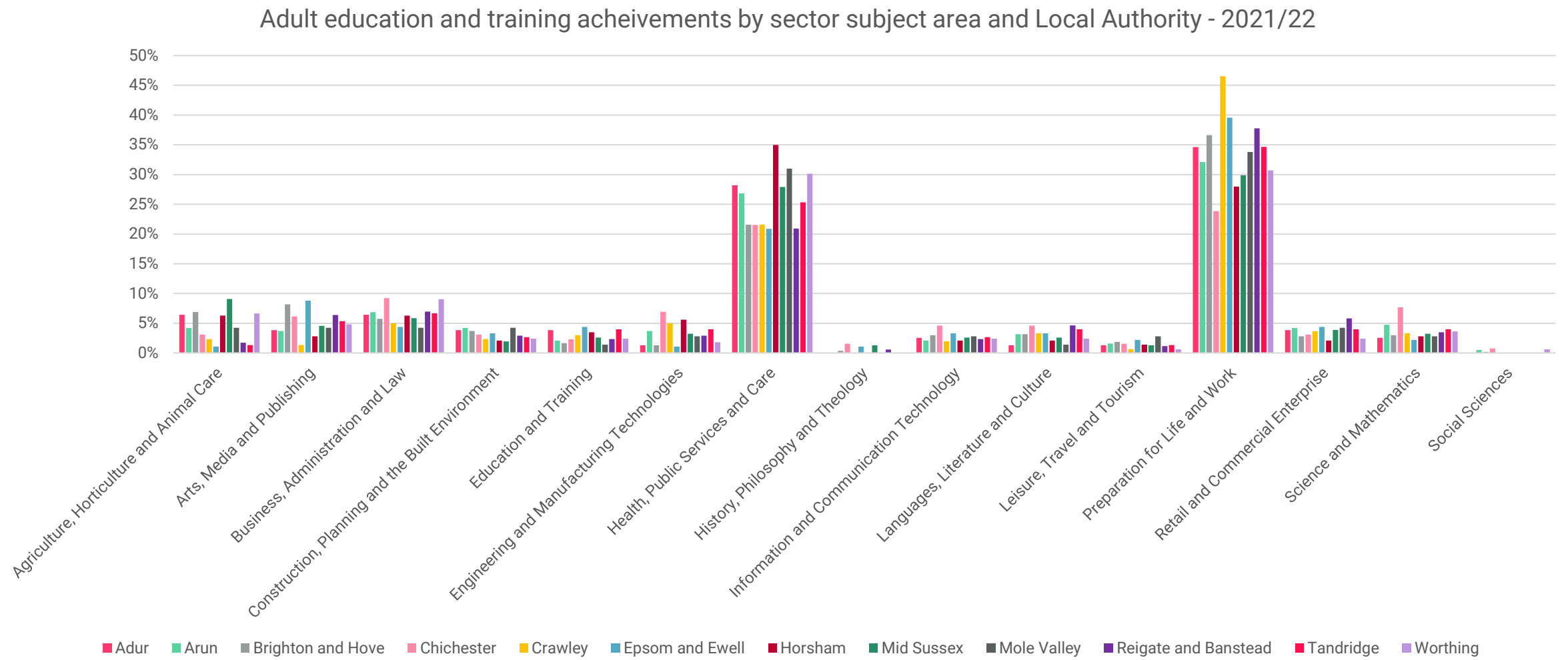
8. Educational achievements

In Coast to Capital there is a much higher take-up of adult learners training in Health, public services and care (26%), compared to 16% nationally. There are also higher proportions of learners taking Agriculture courses and Arts and media studies when compared to nationally. Take-up of courses in Construction, planning and the built environment is low compared to nationally.



Source: [Further education and skills data, DfE](#), 2021/22

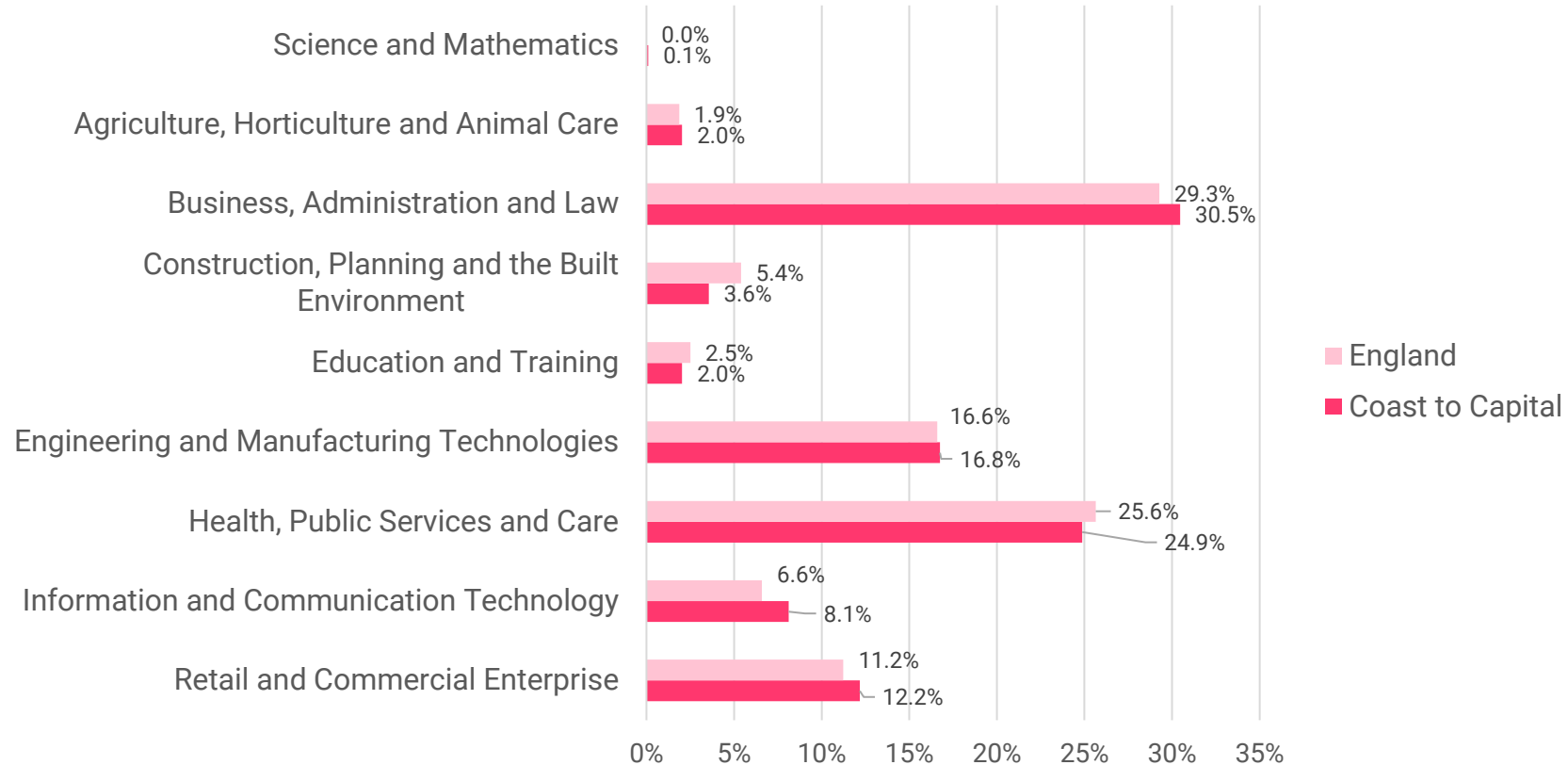
Preparation for life and work had the highest take up rate from learners in our local areas with Crawley having the highest proportion at 47%, in line with the national level of 47%. Health, public services and care had the next highest proportion of learners with Horsham having the highest proportion at 35%, followed by Mole Valley at 31% and Worthing at 30%, these proportions are all much higher than the national level of 16%.



Source: [Further education and skills data, DfE](#), 2021/22

The majority of apprenticeships achieved in Coast to Capital are in Business administration and law (30.5%) and Health, public services and care related industries (24.9%). Achievements in Health, public services and care declined by 4 percentage points between the 2020/21 and 2021/22 academic years, possibly due to the pandemic and the stress it put on the sector. The popularity of Construction, planning and the built environment apprenticeships in Coast to Capital is less than nationally, and there are no students recorded achieving science and mathematics apprenticeships.

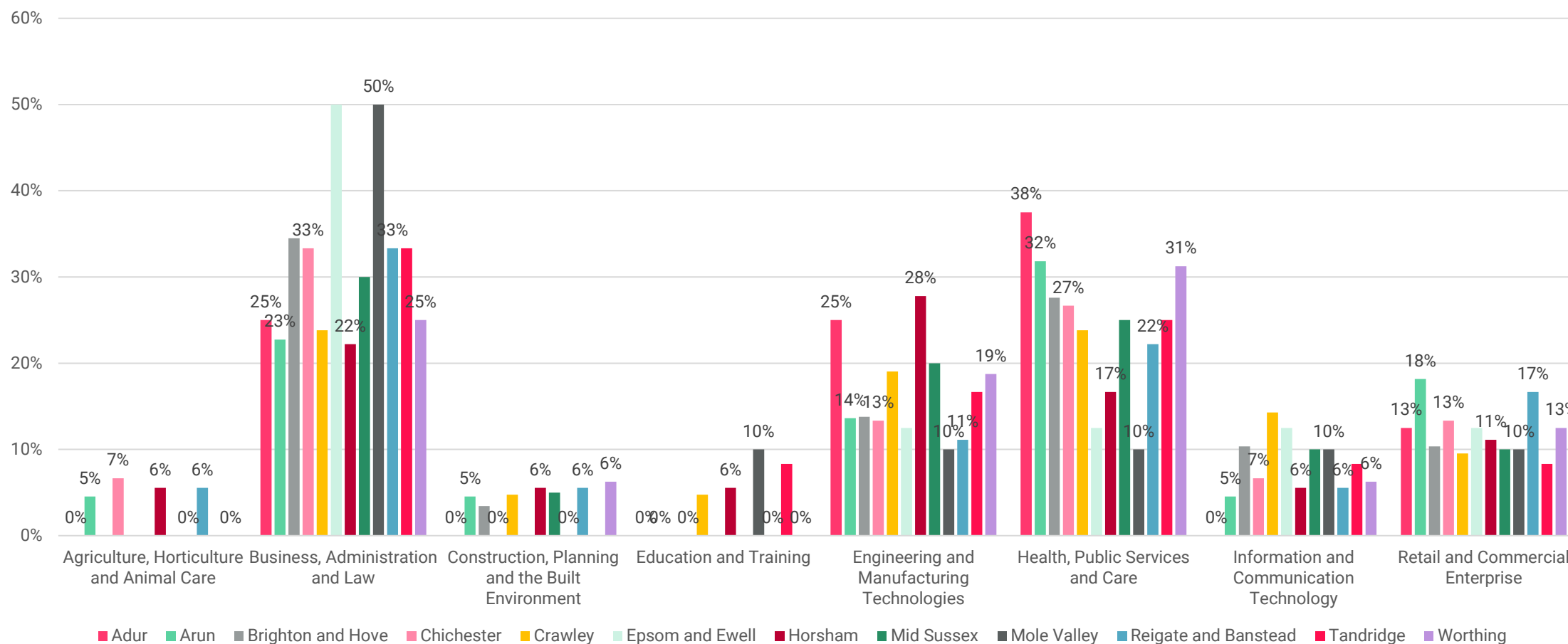
Apprenticeship achievements by sector subject area, 2021/22



Source: [Apprenticeships achievements data, DfE](#), 2021/22

Epsom & Ewell and Mole Valley had the highest proportions of achievements in Business, administration and law, both at 50% of achievements in that subject area. Adur had the highest proportion achievements in Health, public services and care at 38%, well above the national level of 26%. Horsham had the highest proportion of achievements in Engineering and manufacturing technologies at 28%, followed closely by Adur at 25%.

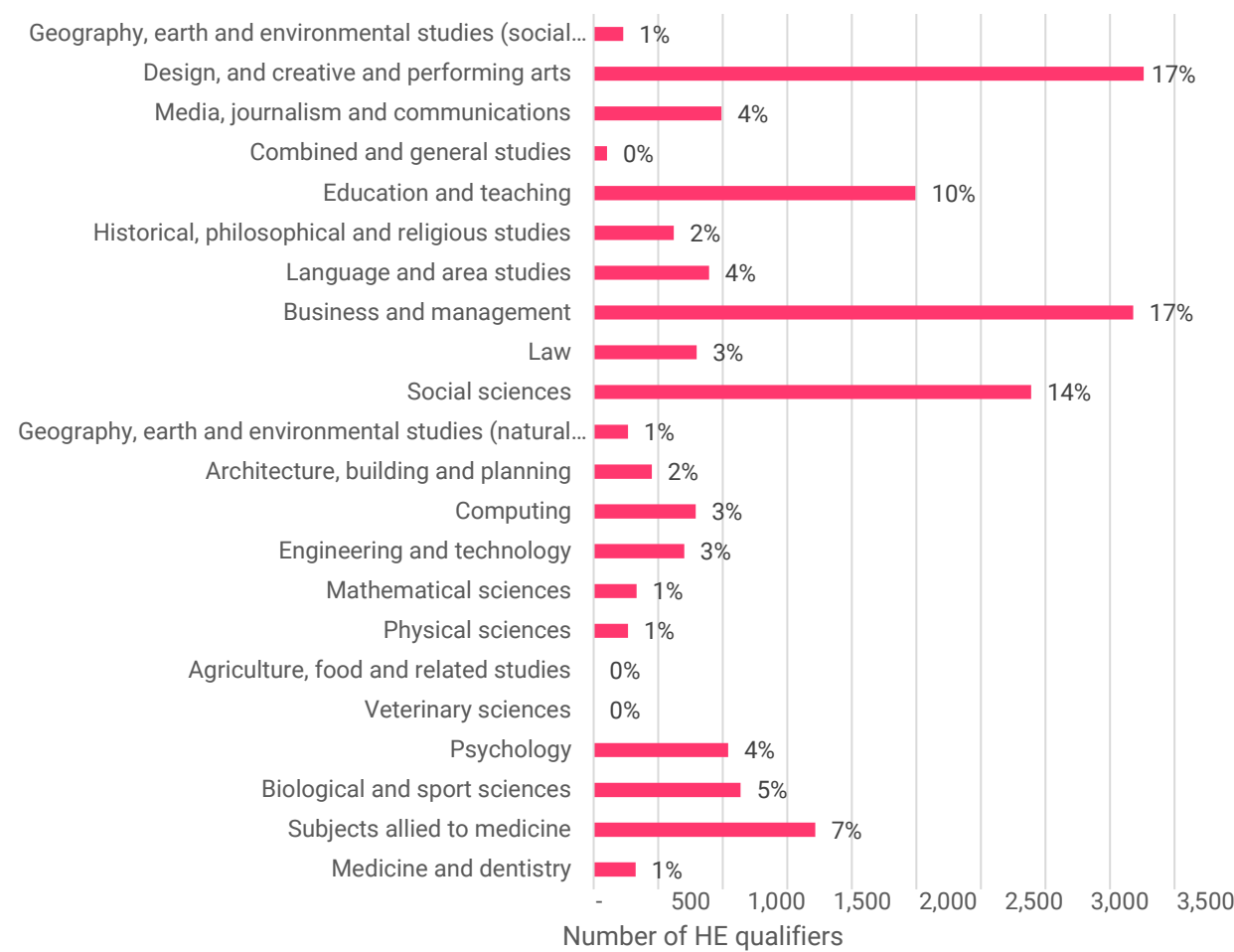
Apprenticeship achievements by sector subject area and Local Authority – 2021/22



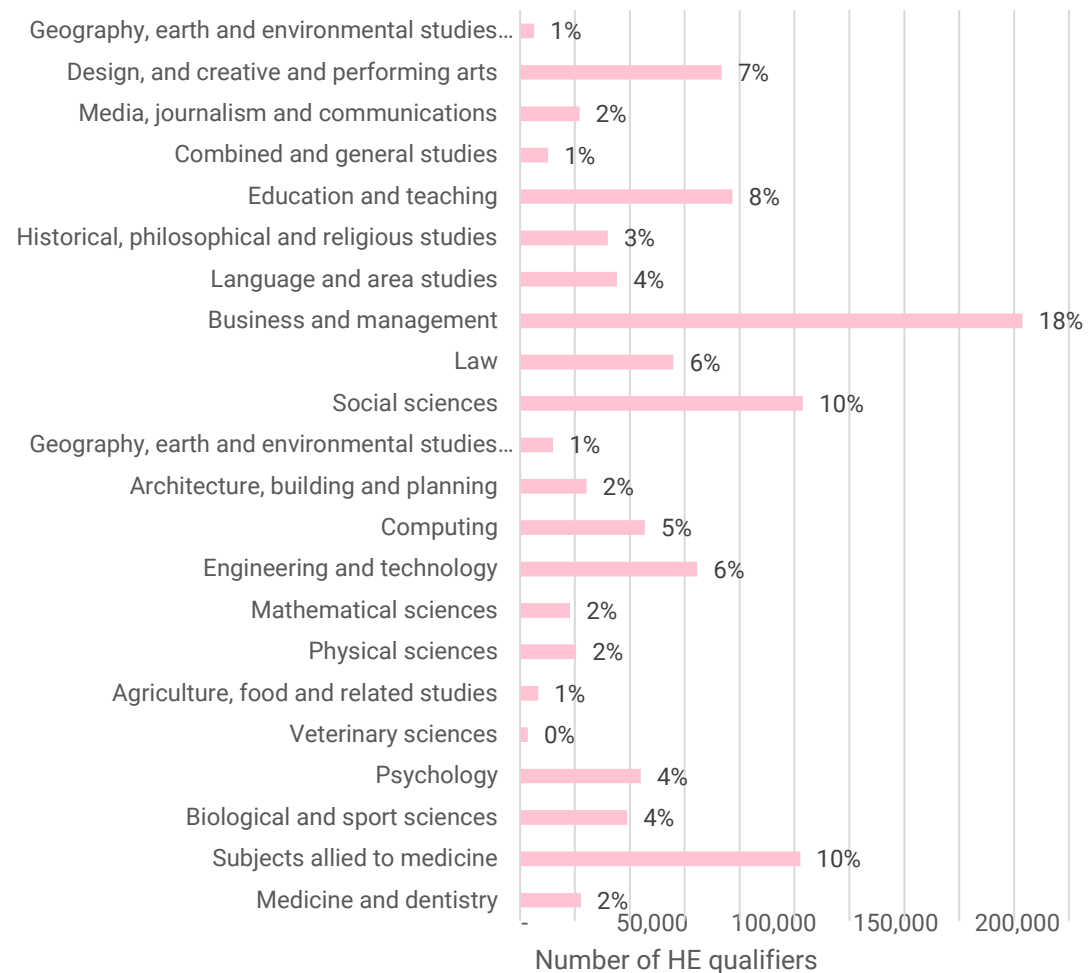
Source: [Apprenticeships achievements data, DfE](#), 2021/22

The proportion of HE qualifiers in Design and creative and performing arts in Coast to Capital (17%) is 10 percentage points higher than the national level. Illustrating a concentration of those subjects at the institutions in our region. Whilst Business and management has a similar proportion at 17%, this is slightly lower than the England level of 18% in the same subject. The proportion achieving in Social sciences is also much higher in Coast to Capital at 14% (compared to 10% nationally) as well as Education and teaching at 10% (compared to 8% nationally).

HE qualifiers by subject, 2020/21 – Coast to Capital



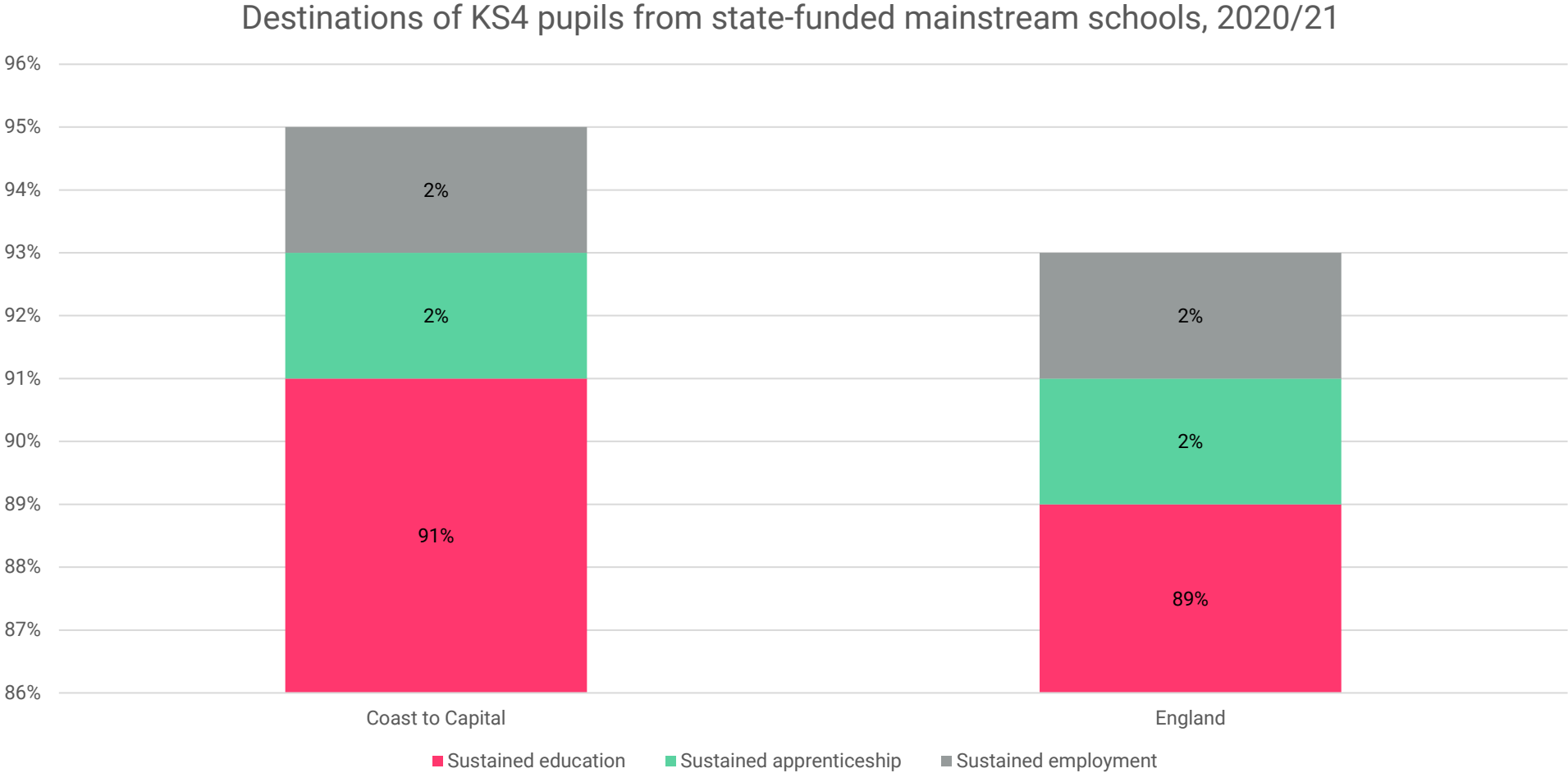
HE qualifiers by subject, 2020/21 – England



Source: [HESA qualifiers 2020/21](#)

This data shows students graduating from providers in the local area, rather than students who live in Coast to Capital outside of term time. Therefore, there is no data at the local district and borough level for this dataset.

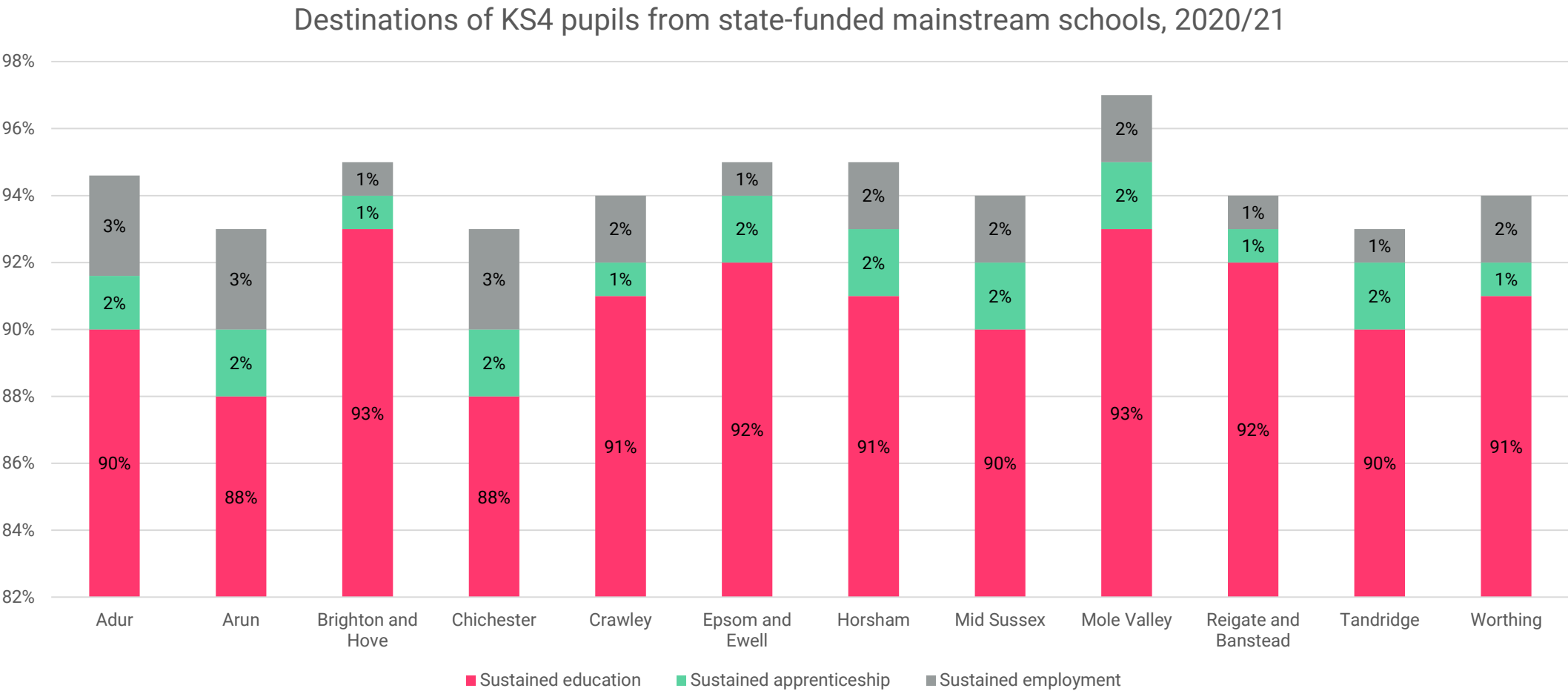
The proportion of Coast to Capital KS4 pupils entering sustained education (91%) is 2 percentage points higher than the national average (89%). Proportions of sustained apprenticeship and sustained employment in Coast to Capital are in line with the national level, however these figures have decreased by 1 percentage point compared to the 2019/20 academic year.



Source: [KS4 Destinations – State funded mainstream schools](#)

This data shows the proportion of pupils continuing to a sustained education, apprenticeship or employment destination in the year after completing Key Stage 4 (KS4) study (after year 11)

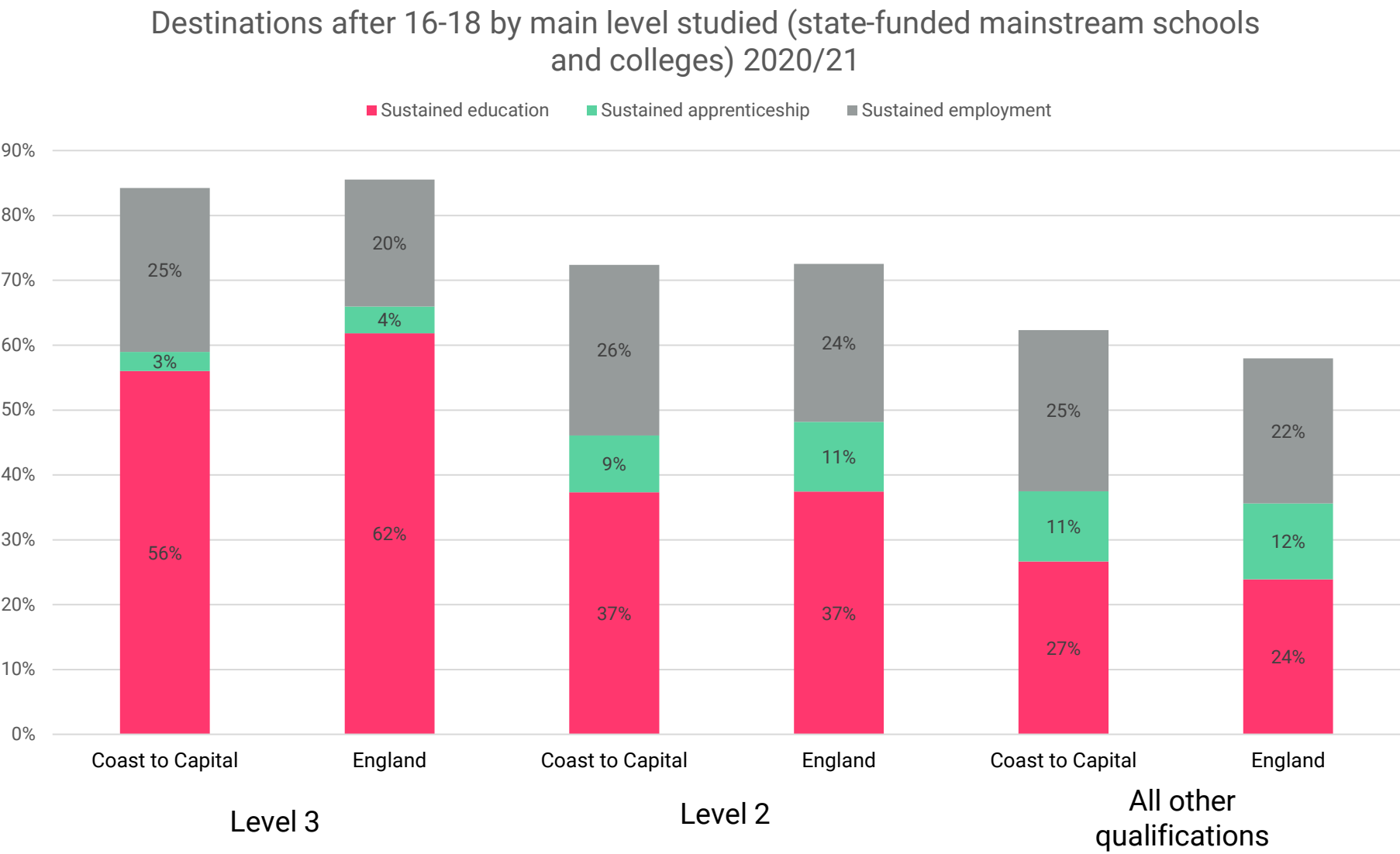
Most of our local areas have proportions of pupils in sustained education that are higher than the national level, with rates either at or above 90%. However, Arun and Chichester both have proportions of 88% in sustained education, below both the national (89%) and Coast to Capital (91%) proportions. Conversely Arun, Chichester and Adur all have slightly higher proportions of pupils in sustained employment, at 3% compared to 2% in Coast to Capital.



Source: [KS4 Destinations – State funded mainstream schools](#)

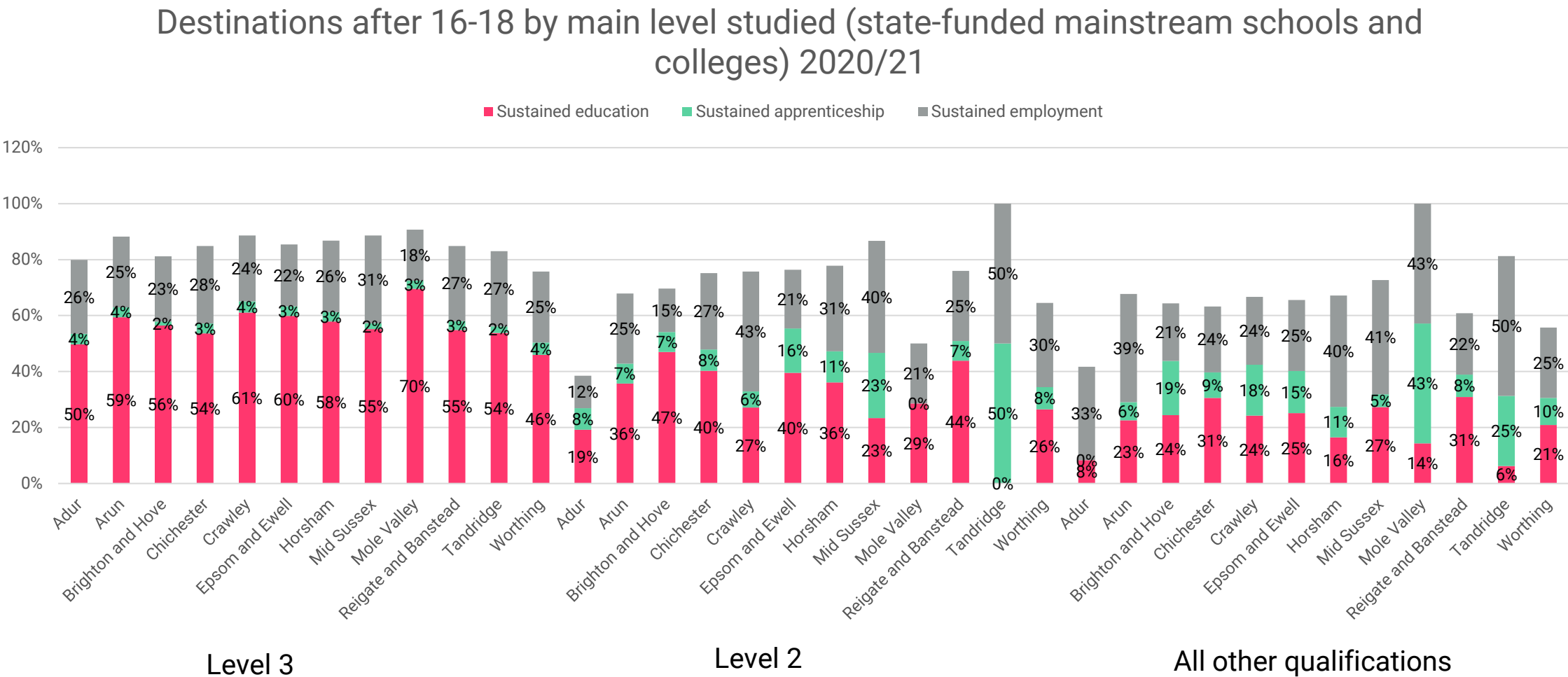
This data shows the proportion of pupils continuing to a sustained education, apprenticeship or employment destination in the year after completing Key Stage 4 (KS4) study (after year 11)

Overall, 79% of pupils completing 16-18 study in Coast to Capital enter sustained destinations, in line with the national level of 79%. However, Coast to Capital has a slightly higher proportion of pupils entering sustained employment at 25%, compared to 21% nationally.



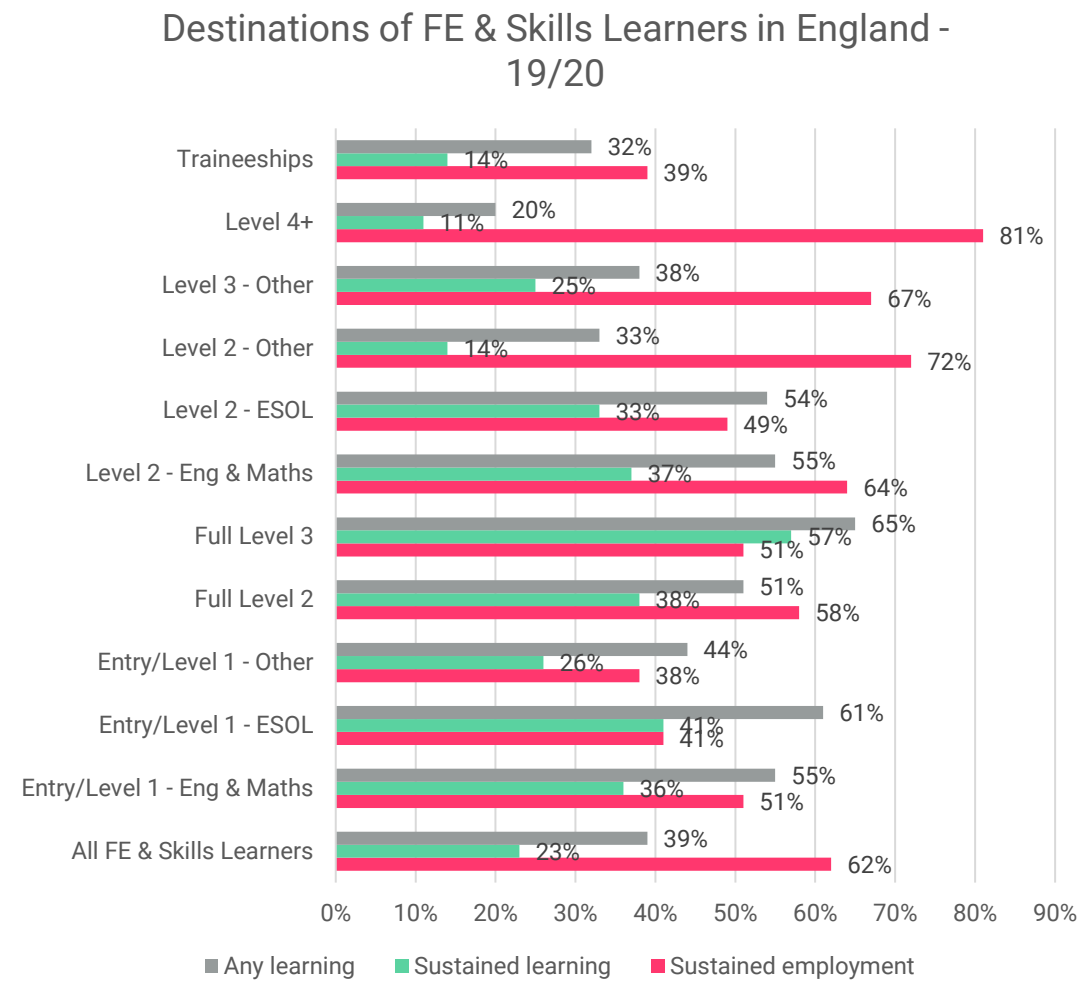
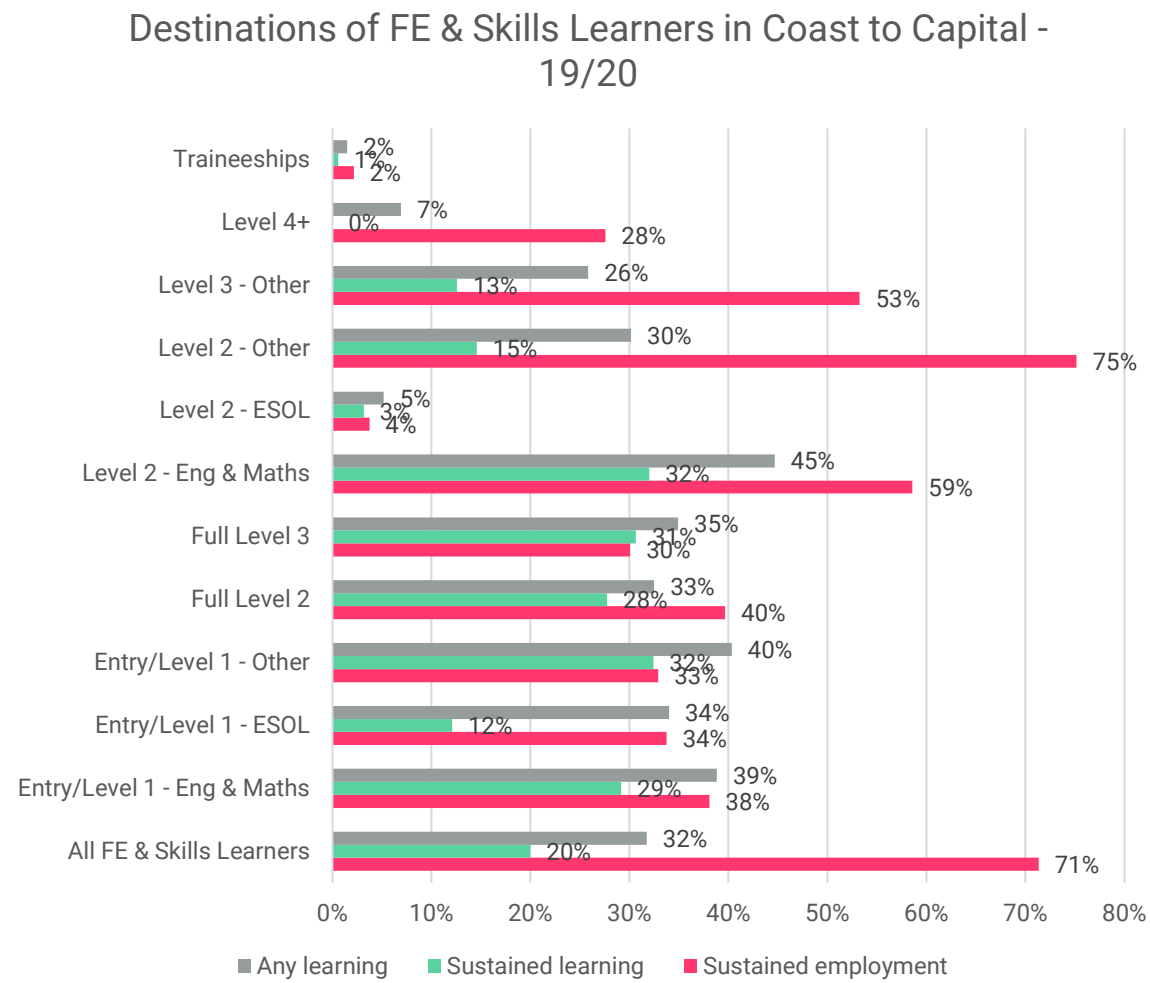
Source: [16-18 Destination Measures, DfE, 2020/21](#). This data shows the proportions of students continuing into sustained education, apprenticeships or employment in the year after completing 16 to 18 study

Mole Valley has the highest proportion of Level 3 pupils entering sustained education at 70% and Worthing had the lowest proportion entering sustained education at 46%. Tandridge had the highest proportion of Level 2 pupils entering sustained employment at 50%, with Mole Valley having the next highest proportion at 40%.



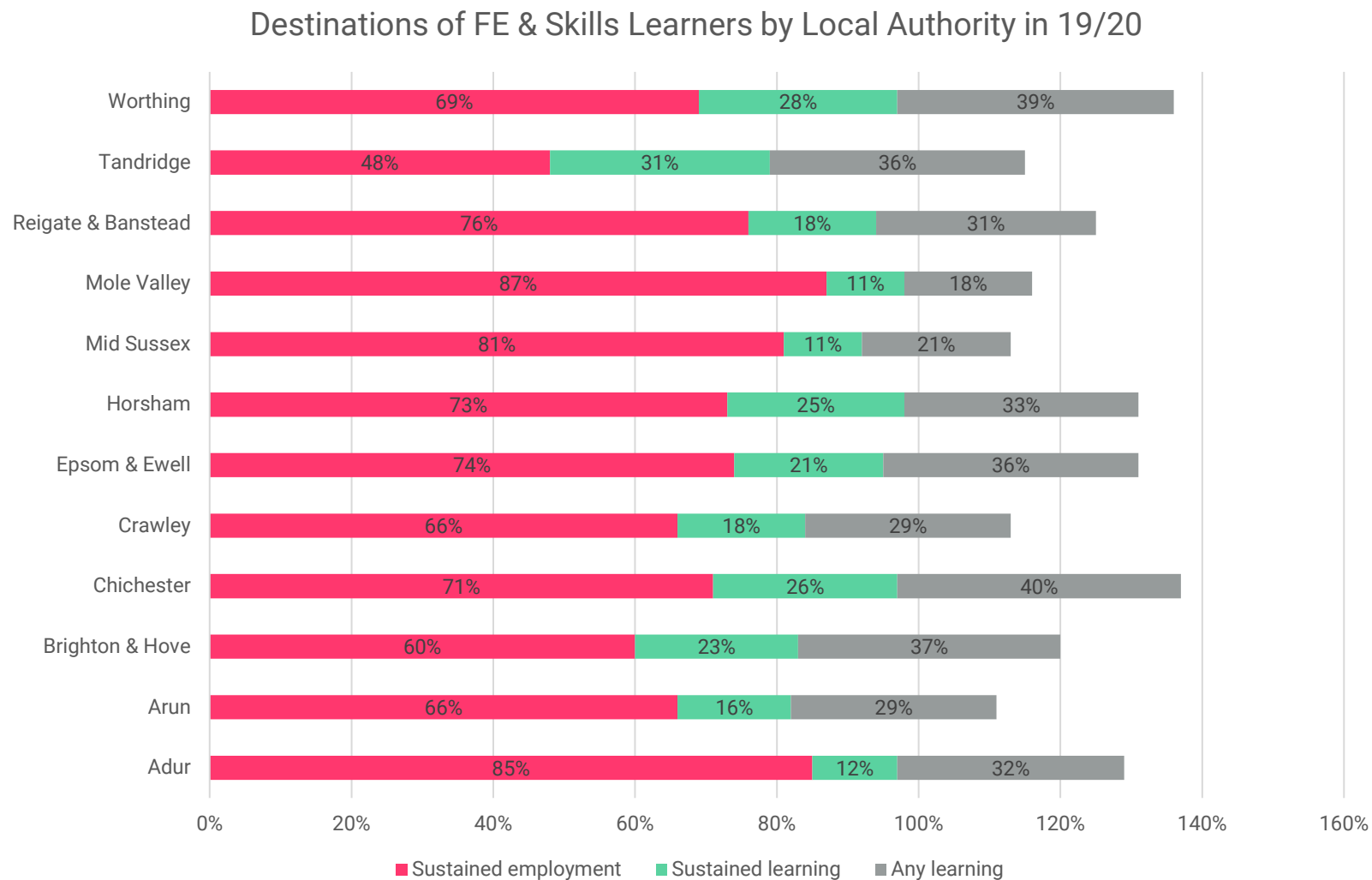
Source: [16-18 Destination Measures, DfE, 2020/21](#). This data shows the proportions of students continuing into sustained education, apprenticeships or employment in the year after completing 16 to 18 study

In Coast to Capital more adult FE and skills learners enter sustained employment (71%) than nationally (62%). Conversely, slightly fewer learners in Coast to Capital enter any type of learning (32%) or sustained learning (20%), compared to nationally (39% and 23% respectively).



Source: [Adult FE Destinations, 2019/20](#). This data shows adult (19+) Further Education and Skills learners who completed a course in 2018/19 and their outcomes in the following academic year (2019/20)

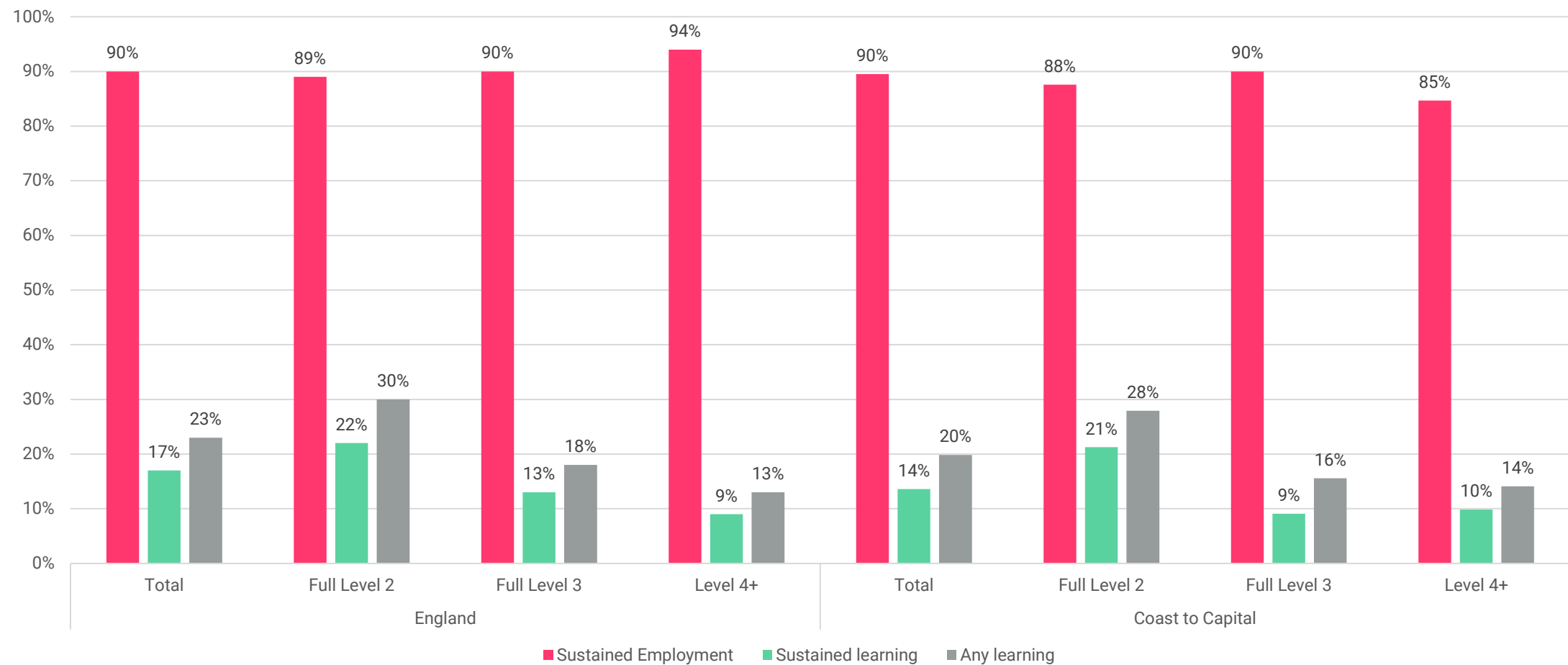
Adur had the highest proportion of adult FE and skills learners entering sustained employment (85%) and Tandridge had the lowest at 48%. Worthing had the highest proportion of sustained learning at 28%, much higher than both the Coast to Capital (20%) and national (23%) proportions.



Source: [Adult FE Destinations, 2019/20](#). This data shows adult (19+) Further Education and Skills learners who completed a course in 2018/19 and their outcomes in the following academic year (2019/20)

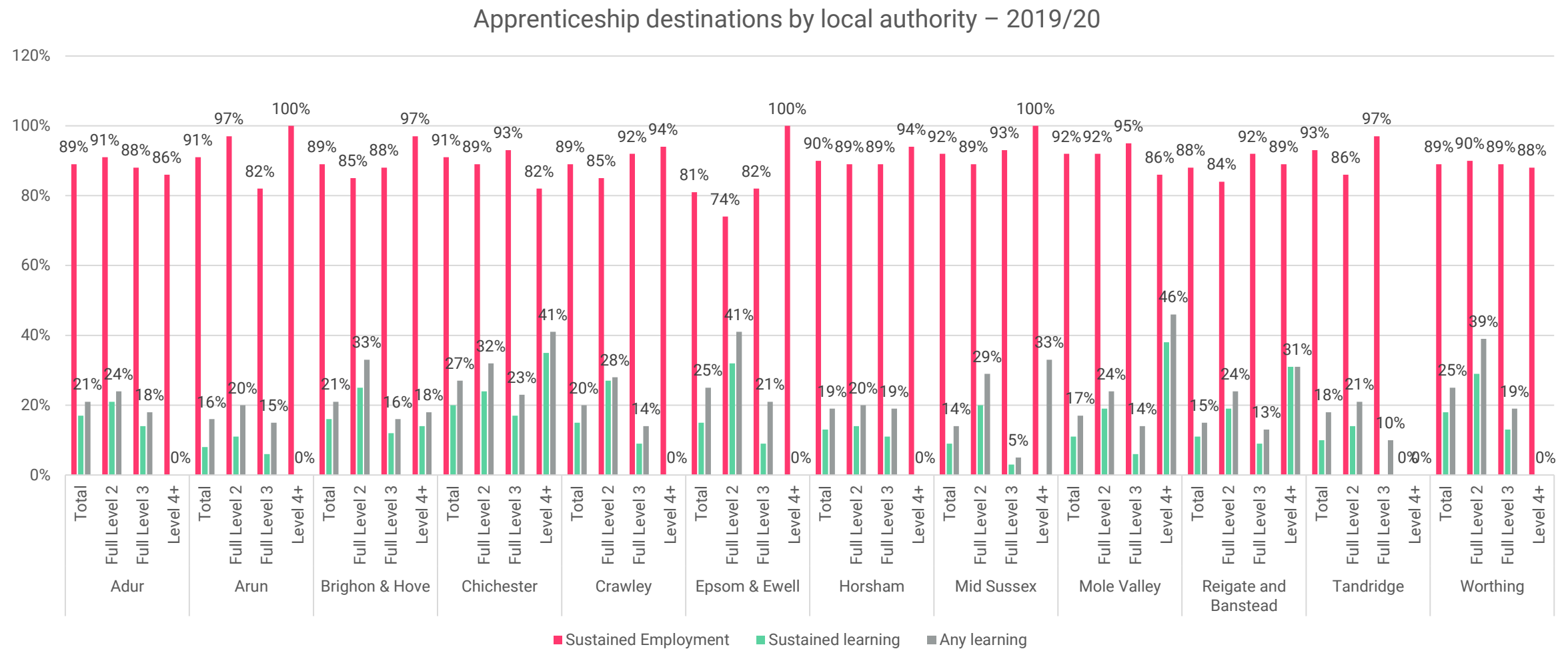
Overall, the proportion of Coast to Capital learners achieving apprenticeship qualifications entering sustained employment (90%) is in line with the rest of England, however entering sustained learning (14%) and any learning (20%) are both below the national level of 17% and 23% respectively. As nationally, in Coast to Capital higher level apprenticeships produce a greater proportion of qualifiers entering employment and a smaller proportion entering learning.

Apprenticeship destinations in 2019/20



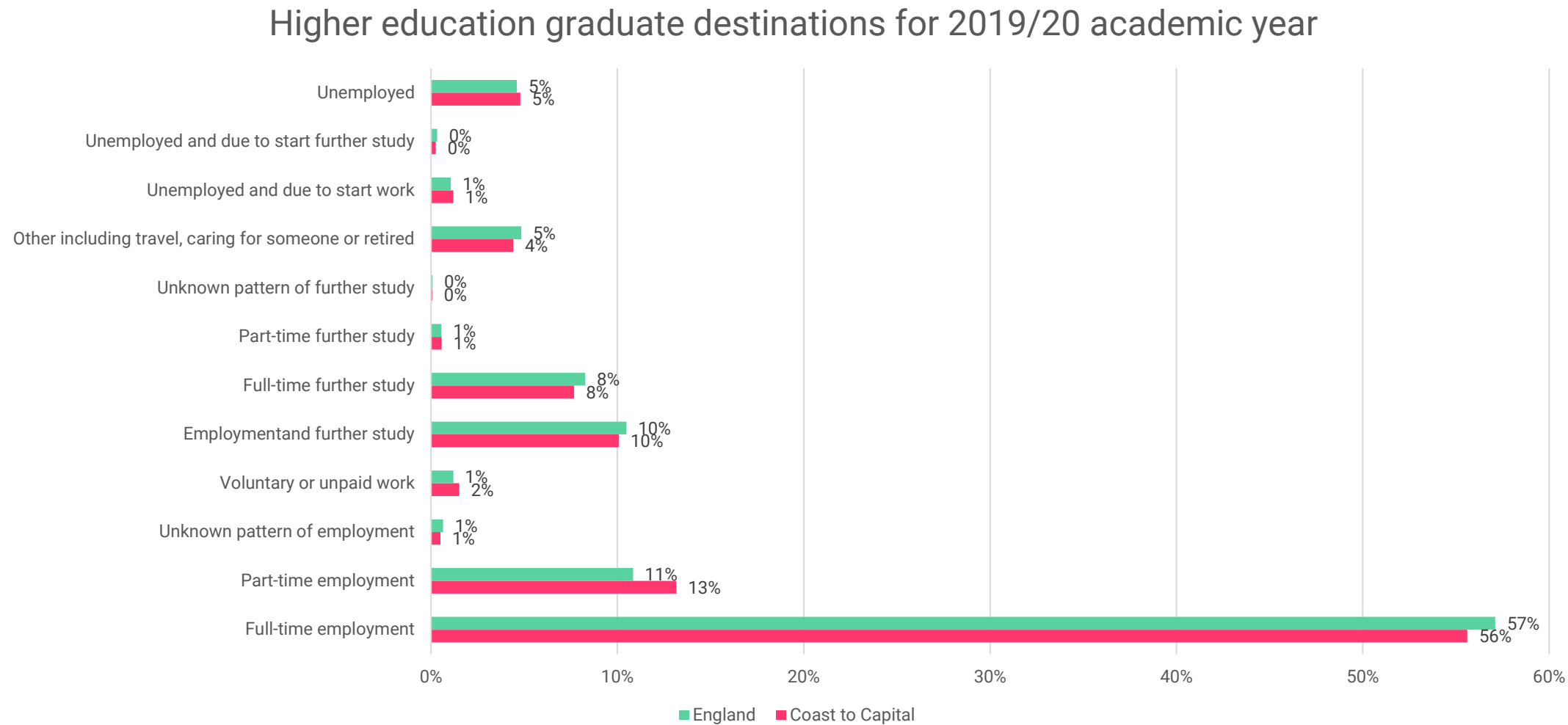
Source: [Apprenticeship Destinations, 2019/20](#). This data shows apprentices completing in 2018/19 and their outcomes in the following academic year (2019/20)

Tandridge had the highest proportion of learners achieving apprenticeship qualifications entering sustained employment (93%), followed closely by Mole Valley and Mid Sussex both at 92%. Epsom and Ewell had the lowest proportion of apprenticeship qualifications entering sustained employment at 81%, well below both the Coast to Capital and national proportions of 90%.



Source: [Apprenticeship Destinations, 2019/20](#). This data shows apprentices completing in 2018/19 and their outcomes in the following academic year (2019/20)

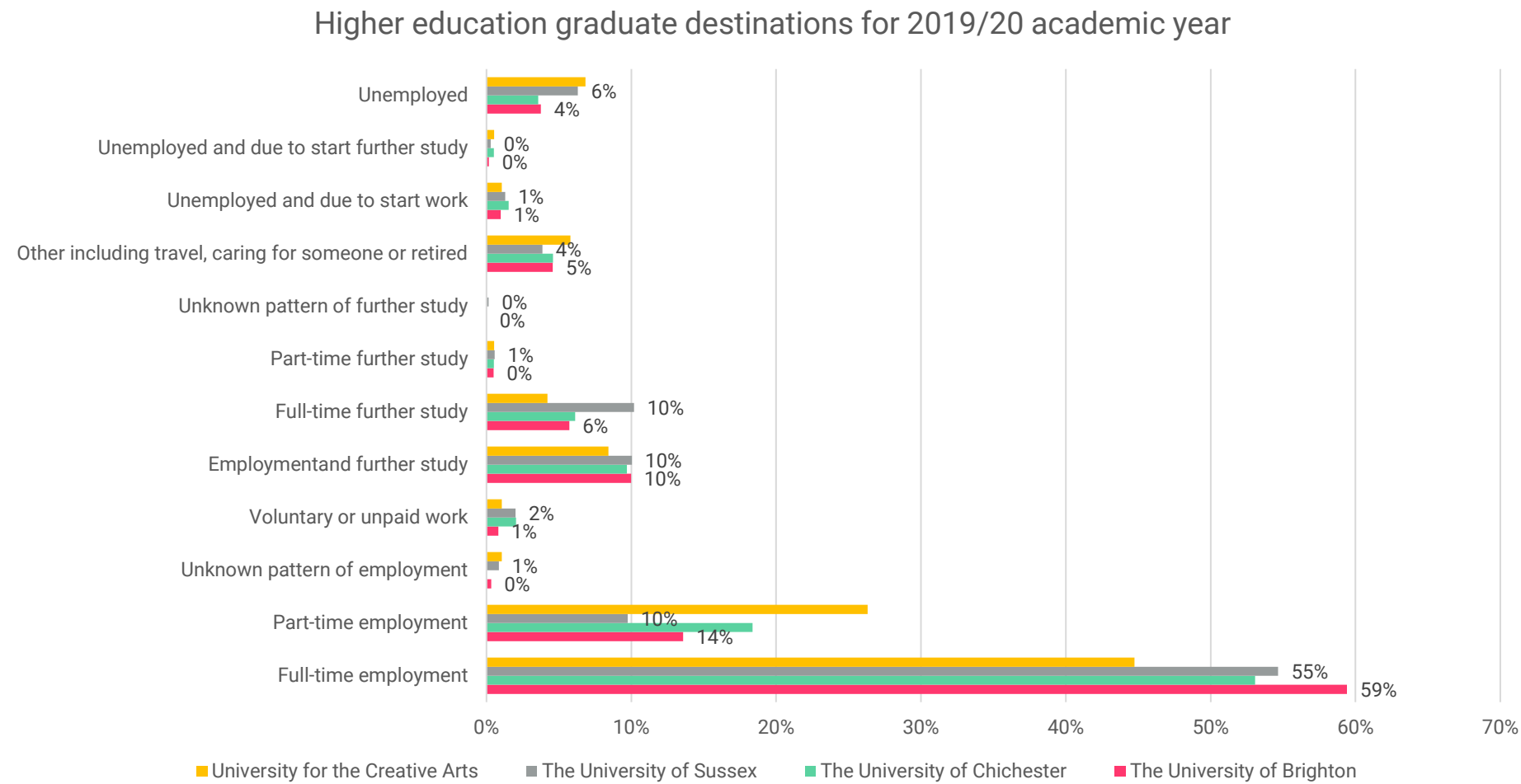
The profile of Coast to Capital HE graduate destinations is close to the national profile. The majority of HE graduates are recorded as entering full-time employment – 56%, close to the national figure of 57%. Notably, a greater proportion of Coast to Capital graduates are recorded as entering part-time employment (13%) and voluntary unpaid work (2%) than across England (11% and 1% respectively).



Source: [HE Graduate Destinations](#)

This data shows students graduating from providers in the local area, rather than students who live in Coast to Capital outside of term time. Therefore, there is no data at the local district and borough level for this dataset.

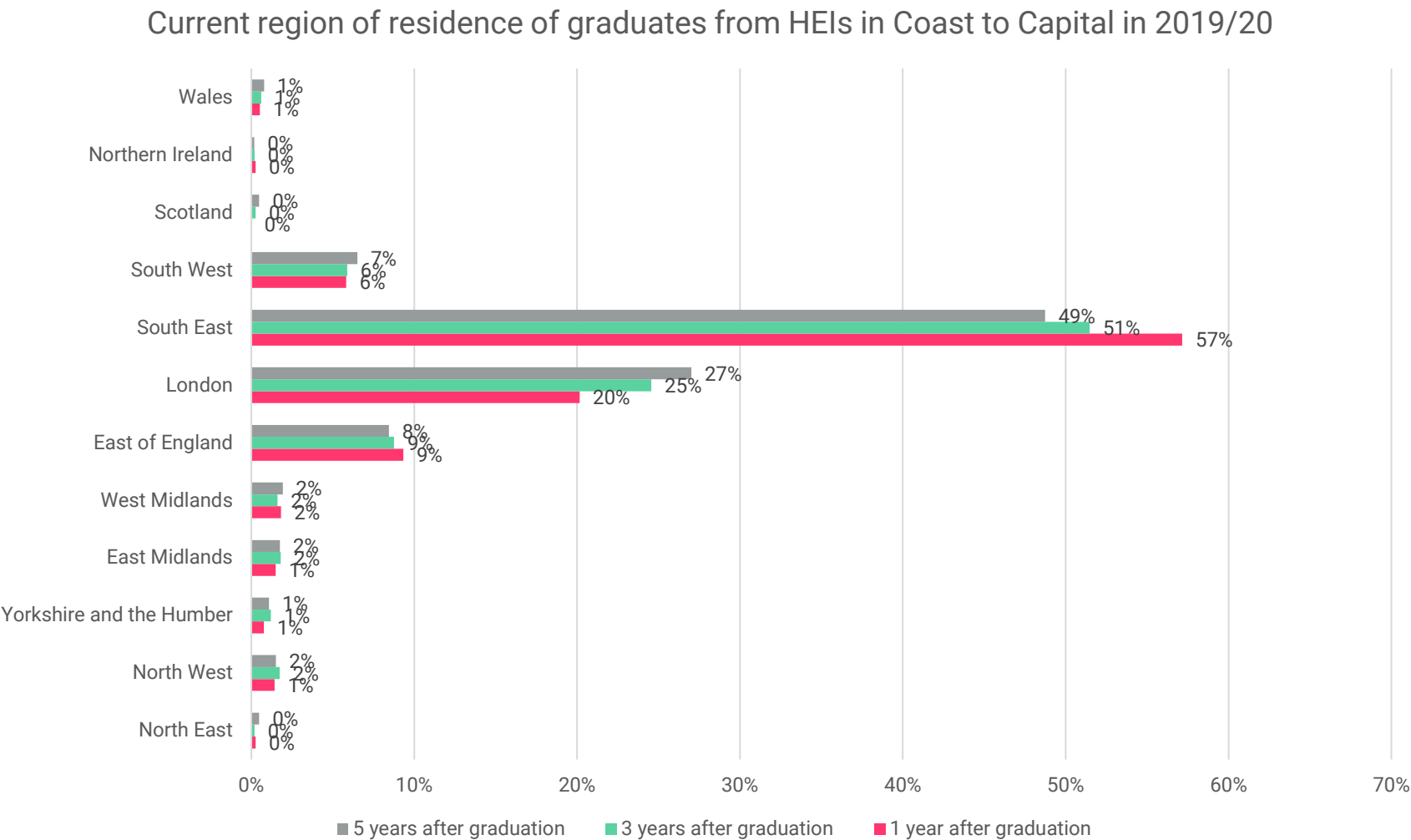
The University of Brighton had the highest proportion of graduates in full-time employment at 59%, 2 percentage points higher than the national proportion of 57%. The University for the Creative Arts had the highest proportion going into part-time employment at 26%, much higher than the national level of 11%. The University of Sussex had the highest proportion of graduates going into full-time further study, compared to 8% nationally.



Source: [HE Graduate Destinations](#)

This data shows students graduating from providers in the local area, rather than students who live in Coast to Capital outside of term time. Therefore, there is no data at the local district and borough level for this dataset.

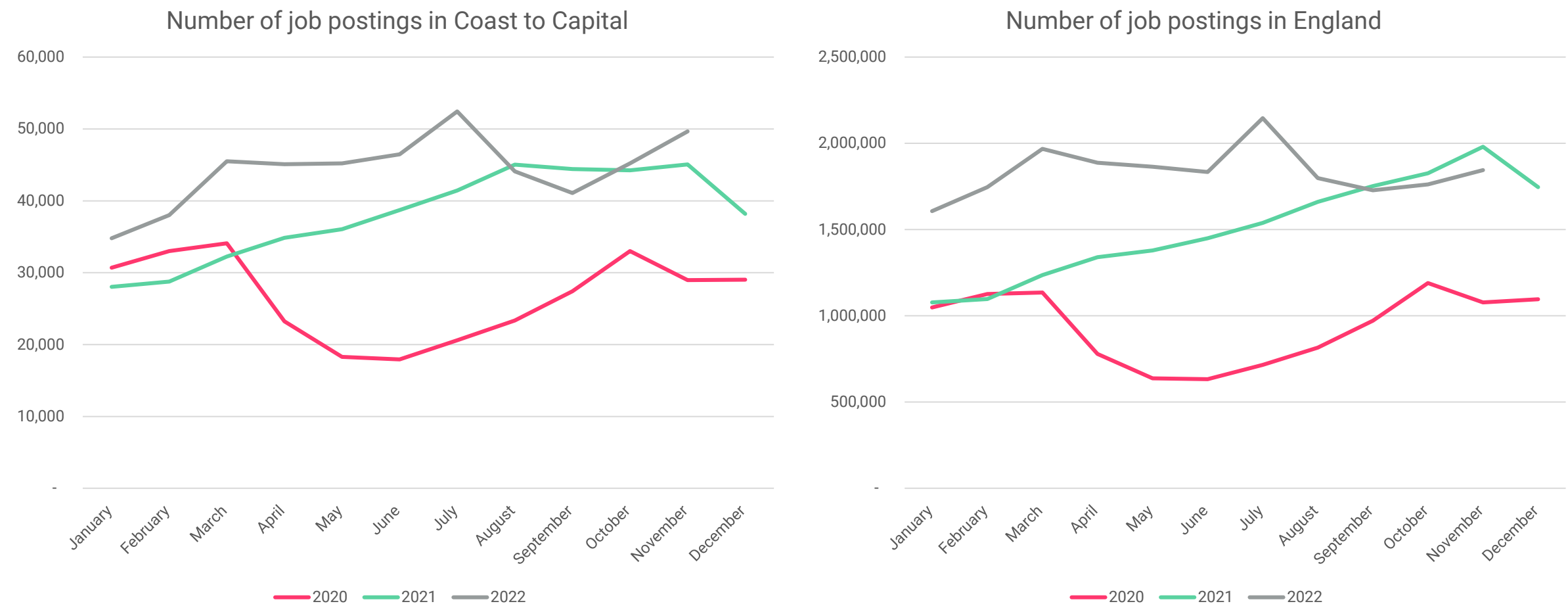
The majority of graduates from Coast to Capital HE institutions remain in the South East. This proportion reduces as years after graduation increase, going from 57% after one year to 49% after five years. This movement away from the South East is generally due to an increase in graduates relocating to London.



Source: [Graduate Retention, 2019/20](#)

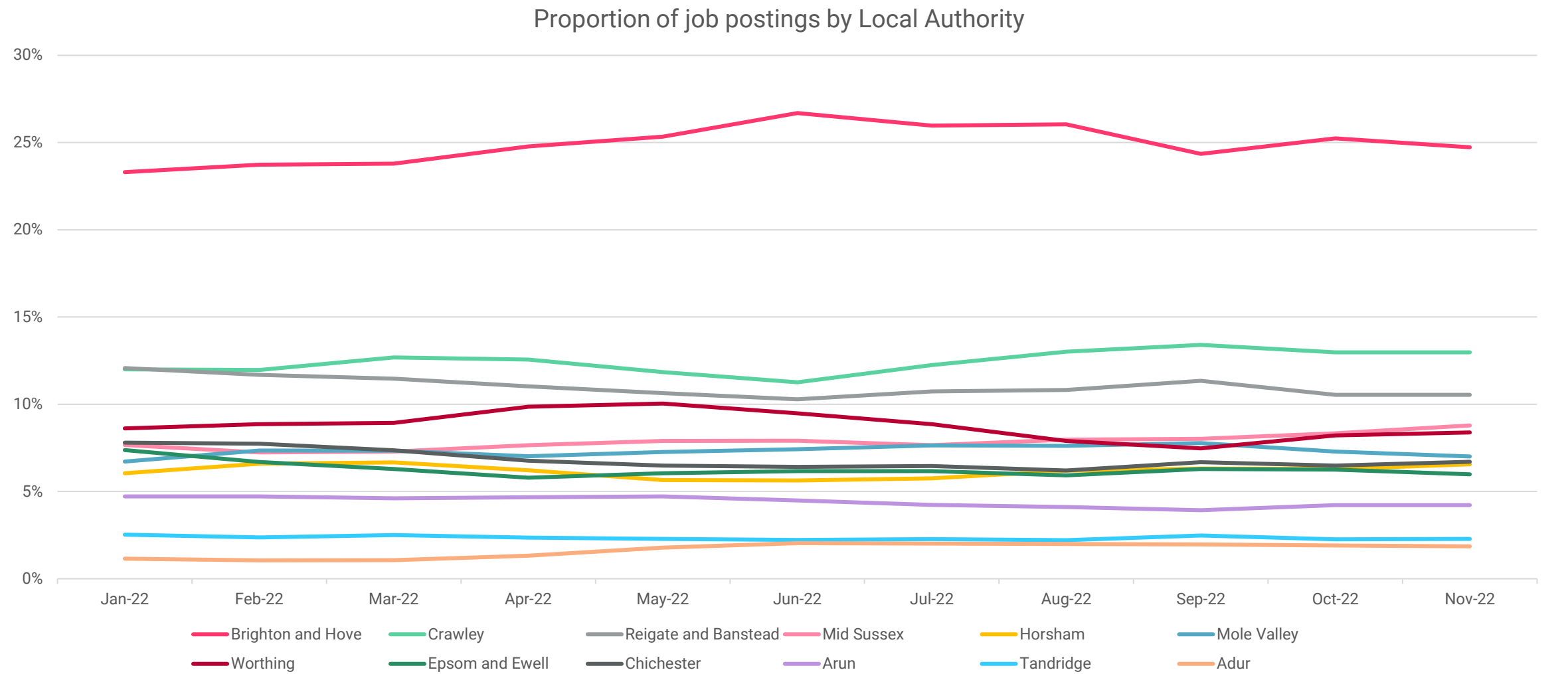
This data shows students graduating from providers in the local area, rather than students who live in Coast to Capital outside of term time. Therefore, there is no data at the local district and borough level for this dataset.

Job postings trends in Coast to Capital largely followed the national trends with peaks in October 2020, November 2021 and July 2022. Unsurprisingly the number of postings in 2022 were well above 2020 levels with a 71% increase in postings in November 2022 when compared to the same month in 2020, in line with the national increase of 71%. However, postings increased by 21% in Coast to Capital between September 2022 and November 2022, compared to only a 7% increase in England.



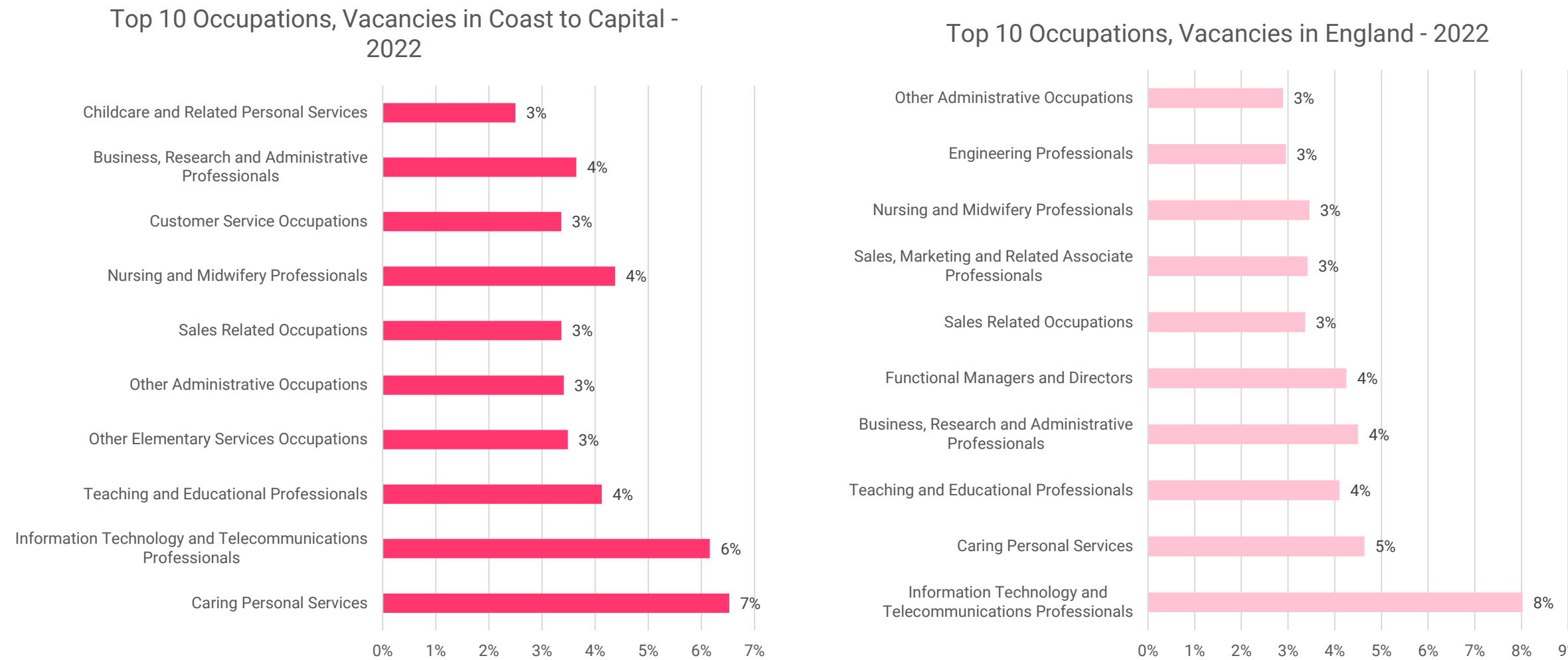
Source: Job postings, Lightcast – November 2022

Brighton & Hove consistently had the highest proportion of the job postings in Coast to Capital throughout 2022, making up roughly 25% of the postings by November 2022. Crawley had the second highest proportion at 13% in November, followed by Reigate & Banstead at 11%. Adur consistently had the lowest proportions of the postings throughout 2022 with rates either at or below 2%. The low proportions in Adur are likely a reflection of the area having the lowest numbers of businesses and jobs in Coast to Capital.



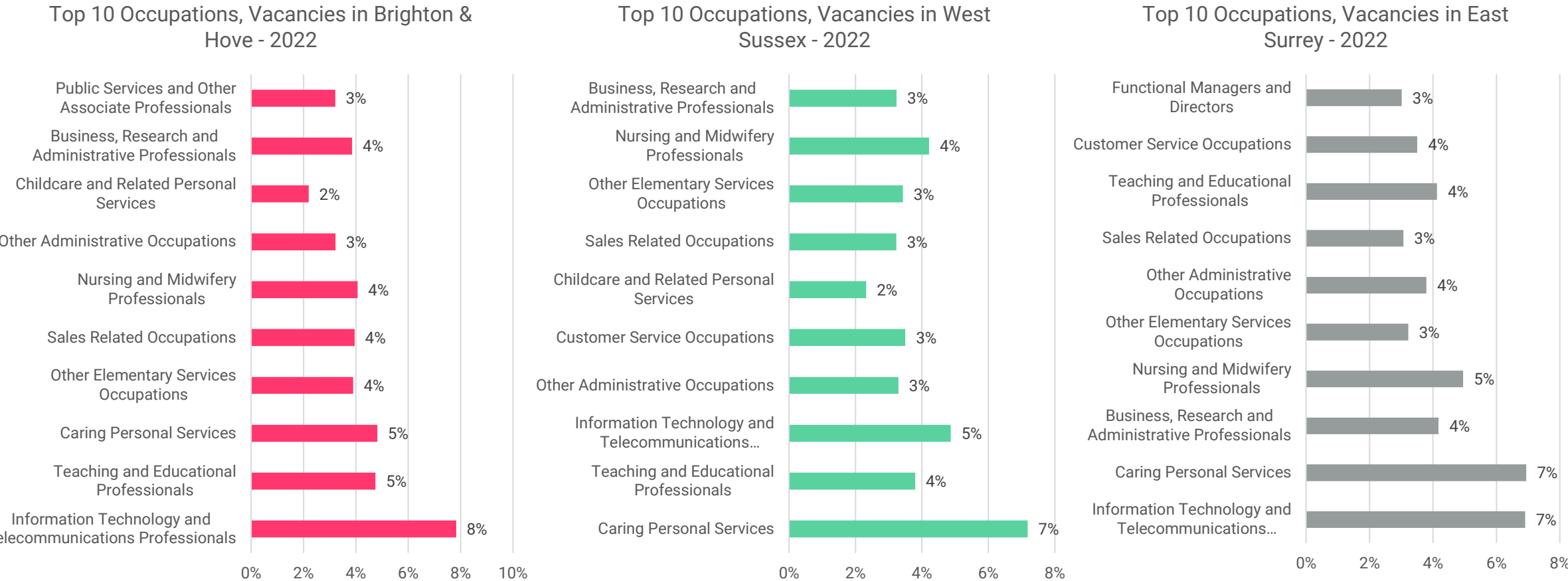
Source: Job postings as a proportion of the Coast to Capital total, Lightcast – November 2022

The top 10 most advertised occupations in Coast to Capital in 2022 varied slightly from the national picture with our region having more demand for elementary, administrative and customer service occupations. In Coast to Capital 7% of postings in 2022 were in Caring occupations, compared to 5% nationally. However, our region had a lower demand for Information technology and telecommunications occupations at 6%, compared to 8% nationally.



Source: Top 10 Occupations, Lightcast – November 2022. Based on ONS Standard Occupational Classification (SOC) 2010 at the 3 digit level.

Caring personal services had the highest proportions of postings in 2022 in both West Sussex (7%) and East Surrey (7%). However, Brighton & Hove and East Surrey had higher proportions of postings in the Information technology and telecommunications occupations at 8% and 7% respectively, compared to 5% in West Sussex.



Source: Top 10 Occupations, Lightcast – November 2022. Based on ONS Standard Occupational Classification (SOC) 2010 at the 3 digit level.

Coast to Capital

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Reference: Coast to Capital Board Meeting
Date: Thursday 26 January 2023
Report Title: Chair's Report
Report by: Julie Kapsalis
Item No: 6b
Part: A

Recommendation:

- The Board is asked to **note** the Chair's Report.

1. Chair's Report

I am pleased to provide the following summary of my activity as Chair since our last Board meeting.

Catalyst South

I continue my work as Chair of Catalyst South group of LEPs:

- Attended LEP Network Board virtual calls
- Chaired Catalyst South Chairs/CEOs meeting (October)
- Attended the Regional Clusters Advisory Board (January)

External Stakeholders

On behalf of Coast to Capital I attended the following external events/meetings:

- Quarterly meeting with Gatwick Airport Limited
- Meeting with the Great Sussex Way to discuss coastal Sussex tourism
- Attended the Local Skills Improvement Plan Steering Group meeting hosted by Surrey Chamber of Commerce
- Met with the Exec Director and Chair of Gatwick Diamond Initiative to follow up on collaborative working
- Attended the Gatwick Diamond Business Executive Council Meeting
- Attended the Institute of Directors Ambassadors Meeting (Sussex)
- Attended the Gatwick Diamond Champions Lunch hosted by Gatwick Airport
- Spoke at the Gatwick Airport Summit
- Met with Abi Bowden – regional manager at Metro Bank to plan a new women in business event
- Attended Tuesday Club AGM (Professional services in Gatwick Diamond)
- Attended Surrey Skills Summit
- Chaired the Surrey Housing Summit at the invitation of Surrey County Council
- Attended the Thakeham Conference on Sustainable Community Creation

- Attended the Surrey Forum
- Represented C2C at the first Institute of Technology Strategic Consortium Panel
- Spoke at the South Coast development Conference

Internal and Board Member Meetings

- I continue to hold weekly meetings with Tony as the acting CEO
- Attended a meeting with Cllr Paul Marshall to discuss ongoing relations with WSCC
- Meeting with Cllr Matt Furniss, Surrey CC
- Meeting with Karen Dukes and Amanda Jones
- Attended C2C Board Director Training
- Introductory call with Polly Toynbee
- Introductory call with Lindsay Pamphilon
- Meeting with Hannah Gosling on governance

2. Diversity Statement

Any Equality, Diversity and Inclusion work undertaken by me for Coast to Capital has been referenced in the report and I provided a report for our Annual Conversation with Government on our work in this area

3. Legal Statement

This paper has undergone a legal review by the Accountable Body.

4. Finance Statement

There are no decisions to be taken in this report and therefore no financial implications.

Coast to Capital

Part A – Agenda and minutes to be posted in the public domain.

Part B – Papers not for publication in advance of meeting; minutes and papers posted in the public domain, as appropriate, afterwards.

Agenda

| Arrival: 4:00pm | | | | |
|---|-------------|--|----------------|-------------|
| Site Tour of School of Nursing Project: 4:15pm | | | | |
| Time | Item | Agenda item | Action | Part |
| 5:00pm | 1 | Introduction a) Welcome and Apologies b) Public comments c) Minutes of last meeting, and Matters Arising d) Conflicts of Interest | Record | A |
| 5:10pm | 2 | Acting Chief Executive Update (verbal) | Note | A |
| 5:20pm | 3 | Consultancy Business Plan | Note | B |
| 5:40pm | 4 | Budget Approval (23/24) & Finance Update | Approve / Note | B |
| 6:30pm | 5 | Gatwick Economic Zone Proposition | Note | B |
| 6:50pm | 6 | Executive Update a) Executive Report b) Chair's Report | Approve / Note | A |
| 7:00pm | 7 | Delivery Update – Consent Paper | Note | B |
| 7:10pm | 8 | Governance Update (Verbal) | Note | A |
| 7:20pm | 9 | Reflections and Close a) AOB b) Future Meeting | Note | A |
| Board Meeting Ends 7:30pm | | | | |