**Coastal Communities Working Group**

**Notes of Meeting**

**3rd June 2020**

**Microsoft Teams Meeting**

**Attendees:**

Alex Riley – SELEP

Tom Gardiner – Tendring DC

Tony Leonard – Rother DC

Victoria Conheady – Hastings DC

Graham Burgess – Rother DC

Chris Burr – Southend BC

Matthew Brown – Colchester BC

Peter Sharp – Lewes and Eastbourne

Paula Chapman – Rochford DC

Jack Ellum – Maldon DC

Dominique Keogh – Essex CC

Ben Hook – Rother DC

**Apologies:**

Simon Hubbard – Hastings DC

Louise Askew - Thanet DC

1. **Welcome and Introductions**

Alex Riley welcomed attendees to the video conference call.

1. **General Update From SELEP**

Alex Riley provided a presentation to the group, highlighting activity that SELEP has been undertaken in the recent weeks and months since the beginning of the Covid-19 pandemic.

The presentation outlined activities in terms of business support via the Growth Hubs, surveys, strategic policies and skills.

Action: Alex Riley to send the presentation to the group along with the notes of the meeting.

1. **Re-establishing the Coastal Communities Working Group**

It was noted that, as the group is being effectively re-established there are some important governance points that need to be covered off.

* 1. **Terms of Reference**

The group approved the draft Terms of Reference pending some minor amendments to the document.

Business representation needs to be reviewed at future meetings, the group noted that this would be important for the overall effectiveness of the working group.

Action: Alex Riley to amend the ToR document and circulate via email and Microsoft Teams.

* 1. **Governance**

It was noted that there needs to be a formal appointment process for the Chair of the group. This will be outlined in advance of the next meeting.

There was the suggestion that the group could operate with an interim Chair for the time being – but it was decided that this could be revisited at the next meeting if necessary.

Action: Alex Riley to circulate Chair appointment process in advance of the next meeting.

1. **Next Steps – Implementation of the Coastal Prospectus Action Plan**

It was noted that it was important to agree next steps and maintain momentum for the implementation of the prospectus subsequent to its endorsement by the SELEP Strategic Board.

* 1. **Agree next steps**

The group commented on primary points of focus for attendees:

* Paula Chapman noted the importance of digital investment to the coastal economy – including local full fibre network in South Essex.
* Chris Burr supported the point on digital infrastructure investment and further noted the importance of retrofitting buildings with environmentally sustainable technologies and other infrastructure investments such as cycle pathways. With this type of infrastructure investment generating employment and investment in the recovery phase following the recent economic downturn.
* Dominique Keogh echoed the points made above and made particular note of the importance of regeneration in the Jaywick area.
* The group noted that priorities are different across local authorities. While it was noted that there should be a focus on priorities that will generate positive results across the largest possible footprint of the SELEP area.

Action: Alex Riley to create a spreadsheet noting the priorities listed in the prospectus. ALL to respond with the priorities which they would like to help in actively delivering. With the aim of being able to assign all members of the group tasks equitably.

* The group noted that a critical first step is getting this prospectus on the agenda in Whitehall and engaging key individuals across Government departments.

Action: ALL to advise on any individuals to contact in Whitehall and engage on the prospectus. Alex Riley to make initial contact with CLGU.

* The increased opportunity on the coast should be noted, particularly the potential rise in domestic tourism.
* Tony Leonard noted that distinct split between residents and visitors and the potential animosity this creates. The government need to be reminded of the sector base on the coast and demographics, which will have been impacted most by the pandemic relative to other areas.
	1. **Covid-19 Impact**
* Ben Hook noted that East Sussex has a draft recovery plan which will need to fit with existing strategic documents, including the prospectus. The current draft also emphasises the importance of digital connectivity and a draft is being discussed at Team East Sussex.
* Jack Ellum stated that Maldon have an emerging plan that has begun to prioritise activity along the same lines as other recovery plans. Dominique Keogh also advised that Essex were, similarly, working on a recovery plan.

Action: Channel on Recovery Plans to be added to proposed Microsoft Teams Page.

* The importance of skills to this agenda was mentioned a number of times.

Action: Alex Riley to invite members of SELEP Skills Team to provide a presentation of current and proposed activity and how this can be aligned with the prospectus.

1. **AOB**

Action: Alex Riley to send a Doodle Poll with potential dates for the next meeting for response by ALL.

Action: Alex Riley to create a Microsoft Teams page for the CCWG and invite meeting attendees as soon as possible.

Alex Riley asked the group for suggestions of data points to explore as part of the wider Economic Intelligence work being undertaken by SELEP. The following data points were suggested:

* Business births and deaths
* Tourism value survey by destination research
* Air quality
* Quality of life
* Internet and mobile coverage
* Infrastructure metrics e.g. reliability.

**ACTION LOG**

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| **What** | **Who** | **When** |
| Alex Riley to send the presentation to the group along with the notes of the meeting. | Alex Riley | ASAP |
| Alex Riley to amend the ToR document and circulate via email and Microsoft Teams. | Alex Riley | ASAP |
| Alex Riley to circulate Chair appointment process in advance of the next meeting. | Alex Riley | Before next meeting |
| Alex Riley to create a spreadsheet noting the priorities listed in the prospectus. ALL to respond with the priorities which they would like to help in actively delivering. With the aim of being able to assign all members of the group tasks equitably. | Alex Riley  | ASAP |
| ALL to advise on any individuals to contact in Whitehall and engage on the prospectus. Alex Riley to make initial contact with CLGU. | ALL  | ASAP |
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