

Local Trust board meeting minutes, decisions and actions

Ramsey Pavilion

1.00pm- 3.00pm Wednesday 29 June 2022

Board Meeting – Agenda		
Item		Action
<p>Present</p> <p>Trustees</p> <p>David Warner (chair), Chris Catterall, Charlotte Pickles, Nicola Pollock, Matt Bell (for Item 8 only)</p> <p>Non-Trustees</p> <p>Rosie Chapman (Protector), Matt Leach, Margaret Bolton, James Goodman, Michelle Brissett, Jon Fox, Sarah Stearne (minutes)</p>		
1.	<p>Welcome, intros and apologies for absence</p> <p>The Chair welcomed the staff and trustees to the meeting.</p> <p>Apologies were received from Patrick Melia, Richard Wilson, Miatta Fahnbulleh, Jeannette Lichner, Sahil Khan, Caroline Macfarland and Matt Bell.</p>	
2.	<p>Declarations of interest</p> <p>There were no declarations of interest made for this meeting.</p>	
3.	<p>Reflections on Visits</p> <p>CELL visit</p> <p>David reflected on the visit to CELL, which is the first Big Local area to spend out, encouraging other Board members to visit.</p> <p>Matt Leach provided a summary of the area’s activities: on top of the £1million Big Local investment, the area has levered in £9million over ten years, creating a</p>	

	<p>Community Land Trust, renovating a community hall and leaving behind numerous community groups – including a popular scouts group. Prior to BL the four villages had limited levels of interconnectedness – now clubs like scouts unite them.</p> <p>Ramsey Million visit</p> <ul style="list-style-type: none"> ○ Charlie reflected on the level of enthusiasm and appetite to get involved with the BL in Ramsey, as well as the generous hospitality shown. ○ She also reflected on the success of the area in creating a legacy, with partnership members going on to local positions of power – on the town council and mayoral/deputy mayoral roles. ○ Chris reflected on how it reinforces the extent to which rural and urban areas experience different challenges – particularly to do with connectivity. ○ Nicola reflected on the granular permanence – the extent to which relationships have changed for the better for the long run. ○ Matt highlighted how 1mil is £10 per head, per person per year – the area has generated great returns per head on investment. ○ Chris asked about the difference between urban and rural BL challenges. Matt said there were a few BL areas that were rural, but many more were peri-urban – neither one nor the other. As with all Big Local areas, they differed in terms of challenges and solutions 	<p>Policy team to conduct research on partnership members going on to positions of power in their area.</p>
<p>4.</p> <p>4.1.</p> <p>4.2.</p>	<p>Minutes and matters arising</p> <p>The minutes from the meeting on the 23 March 2022 were approved by the board.</p> <p>Matters arising/action points not covered by the agenda</p> <p>No other matters arising not covered by the agenda.</p>	
<p>5.</p> <p>5.1.</p>	<p>Feedback from Committees (13.25-13.50)</p> <p>Governance and remuneration committee <i>No meeting since the board last met</i></p> <p>Nicola provided an update. The committee is leading on two things:</p> <ul style="list-style-type: none"> (i) How Local Trust are thinking about the next two years and end-point – a report by external consultants on close down issues will be discussed at the next committee meeting. (ii) Remuneration and retention. The committee would be focusing on this, in particular in relation to senior staff remuneration in the light of recent benchmarking advice that had been received. <p>Legacy and learning committee – 24 May 2022 <i>Workshop session, no formal minutes taken</i></p>	

James provided an update. The workshop session included a broad conversation about what a LT policy/research/communications legacy might include. The next step is the two staff away days – where staff will imagine what should remain of our work in 2037. The next committee meeting in August will inform a report to the Board awayday in September.

5.2. Finance, audit and risk committee – 25 May 2022

Draft minutes attached

The minutes from the meeting on the 25th May were noted.

Chris provided an update. The committee met in May, meaning there was limited financial information available for the year, with more to review next committee meeting. The committee's primary focus is on inflation. The budget contains provision for 6% inflation over the next 3 years. Inflation is currently above this figure. The committee will continue to keep finances under review, including at mid-year. Chris acknowledged that there would also need to be a focus on how Big Locals cope with rising inflation.

Matt provided a broad overview and some examples of inflationary effects on areas to date:

- Withernsea is the first area with a specific inflation-related concern – the cost of steel for the regeneration of the pier. LT have approved pre-purchase of building materials to protect against inflationary pressures on the budget.
- Toothill are regenerating a pub – and are likely to be significantly affected by changes in build costs.

We have commissioned support for areas wanting to strengthen business planning, in particular in relation to assets. This includes running an event on 'What inflation means for you'.

5.3. Programme delivery committee – 7 June 2022

Draft minutes attached

Minutes from the meeting on the 7th June were noted.

Charlie provided the update. The committee had discussed rep changes and the recruitment of the Area Support Coordinators.

Matt acknowledged that it had been difficult to attract a diverse group of appointable candidates in the first round of recruitment; addressing this will continue to be a primary consideration in future rounds.

It was noted that the minutes might better reflect the discussion of area sustainability plans that had taken place at Programme Committee, and in particular that Charlie and Nicola had expressed an interest in understanding what plans might

	<p>look like in practice. It was expected that more information would be brought to the next meeting of the Committee for further discussion..</p> <p>The board discussed the need to retain funds against any costs arising from changes in employment and tax law in recent budgets. Following advice from lawyers and auditors, it appeared that the likelihood of costs arising was now remote.</p>	
<p>6.</p>	<p>CEO's Report <i>Updates on key issues and priorities - to note only</i></p> <p>The chair thanked Matt for the report. Matt provided an overview of the risks outlined at the front of the report:</p> <ul style="list-style-type: none"> - Not seeing any budget slippage currently but it is too early to say at only a month into the year - Michelle and the finance team should be congratulated for a successful audit - No major recruitment challenges but there are a significant number of staff leaving over coming months, in particular in the Comms team. Whilst this poses a challenge in terms of recruitment, it is being embraced as an opportunity for Margaret to lead a team restructure, reflecting the evolving needs of the organisation as it approaches windup. - Rising inflation continued to pose a major risk to future budgets, as discussed above. - Margaret flagged the specific challenge of recruiting for the CWF – given we are only able to offer one-year contracts due to the fact it is externally funded and uncertainty around the longevity of the work programme. - Trustees discussed key issues coming out of the staff survey results. Overall, the results were very strong, and there were no particularly surprising or worrying findings, however where results from individual teams highlighted specific issues, those teams would be challenged to develop their own responses <p>Update on the CWF</p> <p>Margaret provided an update on the CWF. The consultation will be launched mid-July and will run from 12-14 weeks. Government was planning a response by Christmas. The campaign team was gearing up to maximise consultation responses</p>	
<p>7.</p> <p>7.1.</p> <p>7.2.</p>	<p>Performance, risk and finance and investment reports <i>To note all papers, no decisions required</i></p> <p>Local Trust business plan monitoring to 30 May 2021 Local Trust business plan monitoring noted.</p> <p>Big Local Trust and Local Trust management accounts to 31 March 2021</p>	

	Big Local Trust and Local Trust management accounts were noted.	
7.3.	Big Local Trust investment report to 31 March 2021 Big Local Trust investment report was noted.	
7.4.	Local Trust investment report to 31 March 2021 Local Trust investment report was noted.	
7.5.	Risk registers as at 30 May 2021 The risk registers were noted.	Matt and Chris C to discuss format and presentation of risk information to Board
8.	<p>Climate change and Big Local areas</p> <p>James presented on Big Local's work relating to the climate crisis over lunch ahead of formal board business. Matt Bell was present for this discussion.</p> <p>Trustees welcomed the presentation, and discussed the relationship between work on climate change and other challenges such as the rising cost of living.</p>	
9.	<p>Any other business</p> <p>David shared the link for trustees to book to attend Connects.</p> <p>The board commented on the process for agreeing our annual report and accounts. It was agreed to follow the process developed last year to ease the process of drafting.</p>	Trustees to book their places at Connects asap, where they were able to attend