

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

MINUTES OF MEETING HELD ON

TUESDAY 22 SEPTEMBER 2015 FROM 1.30 PM TO 4.00 PM AT BOROUGH OF POOLE

Board Attendees:

Alison Moore (AM)
Andrea Smith (AS)
Bruce Grant-Braham (BG)
Deborah Croney (DC)
Diane Grannell (DG)
Emma Hunt (EH)
James Weld (JW)
Janet Walton (JWa)
Jim Andrews (JA)
Jim Stewart (JS)
Jitinder Takhar (JT) - Chair of the Meeting
John Beesley (JB)
Richard Smith (RS)
Robert Gould (RG)
Terence O'Rourke (TO)

Also Present:

Debbie Ward (DW)
Diarmid Swainson of BIS (deputising for Angela Alderman)
Kate Ryan (deputising for Andrew Flockhart)
Kathryn Hill (KH)
Richard Bates (RB)
Rob Dunford (RD)
Stephen Hill (SH)
Tony Williams (TW)
Vinita Nawathe (VN)

Presenting:

Nigel Jump - Bournemouth University
Paul Coles - British Telecom
Stephen Thorne - Borough of Poole

Apologies:

Andrew Flockhart (AF)
Angela Alderman (AA)
Geoffrey Smith (GS)
Gordon Page (GP) - Chair
Steve Davies (SD)

Item	Content	Who
<p>1</p> <p>1.1</p> <p>1.2</p>	<p>Apologies and Declaration of Interest</p> <p>Apologies received: Geoffrey Smith, Gordon Page and Steve Davies. Apologies also received from Andrew Flockhart and Angela Alderman.</p> <p>No declarations of interest were made.</p>	
<p>2</p>	<p>Minutes of Last Meeting and Matters Arising</p> <p>The Minutes were agreed as an accurate reflection of the last meeting and the Action Log was reviewed.</p>	
<p>3.</p>	<p>FOR DISCUSSION AND DECISION</p>	
<p>3.1</p>	<p>High Speed Connectivity in Dorset</p> <p>Paul Coles, South West Regional Partnerships Director for British Telecom, gave an overview of BT and the position of superfast broadband in Dorset. The plan is for 97% connectivity in Dorset by 2016. He explained a lot of good work has been done through the Dorset Growth Hub to encourage business take up. He explained encouraging people to take up is critical.</p> <p>Action: Paul Coles to send KH presentation for circulation to the Board.</p> <p>Action: KH to circulate presentation to the Board.</p>	<p>Paul Coles</p> <p>KH</p>
<p>3.2.1</p>	<p>The State of the Dorset Economy</p> <p>Professor Nigel Jump (NJ) from Bournemouth University gave an update on the Dorset economy.</p> <p>He explained that 83% of businesses have less than 10 employees. As well as encouraging small companies to grow, we also need to identify the anchors. We need to encourage them to stay, to help them before they decide to leave.</p> <p>Action: KH to circulate a copy of NJ's presentation to the Board.</p>	<p>KH</p>
<p>3.2.2</p>	<p>Strategic Planning in Dorset, Bournemouth and Poole</p> <p>Stephen Thorne from the Borough of Poole joined the meeting to present to the Board. He explained that the LEP is a key stakeholder in the duty to co-operate and each planning authority has to prove to the Planning Inspector that they have engaged with us. In April the Chief Execs agreed that a strategic planning document was needed. It is important for Dorset that the authorities have a forum to debate and so a Strategic Planning Forum is being formed. The Board were asked for a member to be part of the Strategic Planning Forum and that the first meeting will be in November.</p> <p>Action: All agreed in principle to the proposal and Terence O'Rourke was proposed as the Board Member to attend the Strategic Planning Forum.</p>	<p>All Agreed</p>

Item	Content	Who
3.	FOR DISCUSSION AND DECISION CONT'D	
3.2.3	<p>Taking Forward a Jointly Owned Strategy</p> <p>VN spoke to the paper. She explained that she presented the same paper at the Leaders Growth Board.</p> <p>Action: The Board agreed that they were keen to get this piece of work started.</p>	All Agreed
3.3	<p>Programme Management (Confidential Board Only)</p> <p>RD ran through the report and gave an update on the Programme Management.</p>	
3.4	<p>Priority Project Refresh</p> <p>VN updated the Board on the Priority Project Refresh. She informed that we had received 30 Expressions of Interest. Each one had a nominal BCR against it, with a view to prioritising them against the appropriate criteria when any Growth Deal is announced in the Autumn.</p>	
3.4.1	<p>Housing Group Update</p> <p>AS spoke to the paper in AF's absence. She informed that three priorities had been identified by the group. They need to test these projects and this needs to be done independently of the local authorities.</p> <p>Action: The Board approved to take forward this programme of work subject to the further tests to be undertaken.</p>	All Agreed
3.5.1	<p>Board Status (Confidential)</p> <p>VN gave an update regarding the status of the Board.</p>	
3.5.2	<p>Sub Groups and Terms of Reference</p> <p>VN spoke about the various sub groups and the Terms of Reference. VN will forward the Sub Group Terms of Reference to each sub groups. The ESB, Inward Investment and Airport Group have already adopted them. JW informed that the Rural Enterprise Group should be a LEP sub group and that he chairs it. The LNP is not a LEP sub group but JW attends as a LEP representative.</p> <p>Action: All please to feedback any comments on the sub groups lists.</p> <p>Action: VN to forward the Sub Group Terms of Reference to each sub group.</p>	<p>All</p> <p>VN</p>
3.6.1	<p>ESB</p> <p>Action: All agreed that the ESB could come back to the next meeting to present the ESB Annual Report.</p>	All Agreed
Item	Content	Who

3.	FOR DISCUSSION AND DECISION CONT'D	
3.6.2	<p>Dorset Young LEP</p> <p>AM requested to bring a paper to the January Board meeting to present on whether there is a place for a Dorset Young LEP. This would consist of representatives from colleges, schools, universities and under 21 business owners who would meet to inform the LEP Board of their perspective. It was suggested this could sit under the ESB. All agreed happy for this</p> <p>Action: AM to present at the January Board meeting a paper on Dorset Young LEP.</p>	AM
4.	FOR INFORMATION	
4.1	<p>Budget (Commercially Sensitive)</p> <p>RB gave an update on the budget.</p>	
4.2	<p>Final LEP Board Terms of Reference</p> <p>This paper was for the Board to note as a final version, as the correction had been made to the section noting the attendance of Chief Execs to the Board meetings.</p>	
5.	ANY OTHER BUSINESS	
5.1	<p>Growth Board Update</p> <p>RG gave an update from the Leaders Growth Board on 17 September. He informed that an Expression of Interest had been given to Government regarding devolution.</p> <p>Diarmid Swainson from BIS mentioned that they should receive a response to this by the end of the week acknowledging receipt. The Ministerial meeting to look at this is scheduled to take place in the New Year. BIS will work with us to prepare for that meeting.</p>	
5.2	<p>Enterprise Zone</p> <p>VN informed that Board that the Enterprise Zone application for the Dorset Green site was submitted on Friday 18 September.</p>	
5.3	<p>Date of Next Meeting: 24 November 2015 at 10.00 am Venue: Arts University Bournemouth, Fern Barrow, Poole</p>	