

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

MINUTES OF MEETING HELD ON

TUESDAY 24 MARCH 2015 FROM 10.00 AM TO 12.30 PM AT THE TANK MUSEUM

Attendees:

Alison Moore (AM)
Andrea Smith (AS)
Bruce Grant-Braham (BG)
Deborah Croney (DC)
Elaine Atkinson (EA)
Emma Hunt (EH)
Geoffrey Smith (GS)
James Weld (JW)
Jim Stewart (JS)
Jitinder Takhar (JT) - Chaired the meeting
John Beesley (JB)
Richard Smith (RS)
Robert Gould (RG)
Terence O'Rourke (TO)

Also Present:

Angela Alderman (AA)
Andrew Flockhart (AF)
Chris Garcia from Heart of the South West LEP - presenting
David Eccles from EDF - presenting
Kate Ryan - Director of Place at Poole Council
Kathryn Hill (KH)
Kelly Hunter - DLEP (KHu)
Lorna Gibbons (LG)
Mike Harries (MH)
Nerys Watts from Heritage Lottery Fund South West - presenting
Nigel Jacobs from Poole Council - presenting
Paddy Johnson - DLEP (PJ)
Richard Bates (RB)
Rob Dunford - DLEP (RD)
Stephen Hill (SH)
Tony Williams (TW)

Apologies:

Alex Picot (AP)
Gordon Page (GP) - Chair
Jim Andrews (JA)
Steve Davies (SD)
Debbie Ward (DW)

Item	Content	Who
1	<p>Apologies and Declaration of Interest</p> <p>1.1 Apologies received: Alex Picot, Gordon Page, Jim Andrews, Steve Davies, Debbie Ward</p> <p>1.2 No declarations of interest were made.</p> <p>JT welcomed David Eccles from EDF, Chris Gacia, Chief Exec of Heart of the South West LEP, Nerys Watts from Heritage Lottery Fund South West, Nigel Jacobs from Poole Council, Kate Ryan, the new Director of Place at Poole Council to the meeting.</p> <p>She also welcomed the new LEP members of staff, Paddy Johnson, Rob Dunford and Kelly Hunter.</p>	
2	<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>	
3.	FOR DISCUSSION AND DECISION	
3.1	<p>Update on Hinkley</p> <p>David Eccles, Head of Communications for EDF, and Chris Garcia, Chief Exec of Heart of the South West LEP, gave a presentation on the Hinkley Point project.</p> <p>At least 25,000 jobs will be created during the construction phase of the project. There will be a tender process. Every contract will be required to show an employment and skills plan. The up skilling of staff will be met by the Hinkley Point Training Centre but it is not just about skills. Currently there are not enough people to fill the roles.</p> <p>Chris then brought up that the LEPs will have a louder voice by working together on issues like transport and roads. They will also need to liaise regarding European funding and consider calls together.</p> <p>Action: Paddy Johnson to produce an early scoping paper on the Hinkley Project and bring back to the Board.</p>	PJ
3.2	<p>Heritage Lottery Fund</p> <p>Nerys Watts, Head of Heritage Lottery Fund South West, gave a presentation to the Board. She informed that there is a budget of £405m for the South West. Priority development areas have been identified as Bournemouth, Christchurch, East Dorset and Poole and this is because they have received less funding in the past. There is a grant application process.</p> <p>Action: LG to circulate details of the HLF and any bid calls</p>	LG

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3.	FOR DISCUSSION AND DECISION	
3.3	<p>Poole Core Strategy Review Issues and Options</p> <p>Nigel Jacobs Planning Policy and Implementation Manager from Poole Council introduced his paper. He explained there was a requirement put on local planning authorities to engage with LEPs and LNPs. This is the start of the involvement in this process.</p> <p>ACTION: The LEP Board was interested in a wider review across all local authority areas. The Housing Group was tasked to look with interest at a Core Strategy Dorset framework.</p>	JT/AF
3.4	<p>Dorset LEP Audit Report</p> <p>Richard Bates presented the Audit Report. Richard thanked Fiona Case and her team for the report. He commented that the remit of the LEP expanded very quickly once the Growth Deal funding came through. He ran through the action plan.</p> <p>Action: Assurance Framework document to come to the next Board meeting.</p> <p>Declarations of Interest forms have been completed by each Board member and will be reviewed annually.</p> <p>Action: All to let LG/KH know of any updates to their Declarations of Interest forms as and when any changes occur.</p> <p>JW commented that if the LEP is made too bureaucratic it will frighten off the private sector members.</p>	<p>LG</p> <p>All</p>
3.5	<p>Update on Programme Management</p> <p>Rob Dunford and Kelly Hunter gave an update on the DLEP Programme Management work to date.</p> <p>Action: GS asked if an item comes up amber twice that it be treated the same as red.</p> <p>Action: The exception process reporting was agreed.</p>	<p>RD</p> <p>All Agreed</p>
3.6	<p>Budget</p> <p>LG explained the budget paper. It is now a comprehensive report of all LEP funding. It could still be simplified and any comments on the layout of the report are welcome.</p> <p>Action: The Board requested more information on the Growing Places Fund within the next Budget report including when loans are going to be repaid. LG to pick up with Dorset County Council regarding the suggested changes for the report.</p> <p>Action: All to feed back any comments on the budget report to LG.</p>	<p>LG</p> <p>All</p>

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3.	FOR DISCUSSION AND DECISION	
3.7	<p>LEP Structure and Governance</p> <p>TO introduced the paper on the structure and governance review. TO spoke about the list of groups they have compiled that are linked to the LEP or say they act on behalf of the LEP. A Board member should be attending each of these meetings. EH spoke about LEP development and strategy.</p> <p>A discussion arose from the paper and JW mentioned that although he sits on some of the groups mentioned, he is not always attending as a LEP Board member but in another capacity. As people know he is a Board member though, they ask him what the LEPs opinion is on things. BG commented that he sits on some of the sub groups that report to the Board and he welcomes the review. JS mentioned that Transport was a sector in its own right, as well as supporting others.</p> <p>Action: All agreed to progress to the final stage of the proposal, to work up TORs for the groups where there are currently none and to introduce a template to progress these areas with an eye on the next iteration of the SEP.</p>	All Agreed
3.8	<p>Director's Update</p> <p>LG went through the paper.</p> <p>Action: The Board agreed they were happy with the continued hosting by Bournemouth University of the LEP team.</p>	All Agreed
4.	ANY OTHER BUSINESS	
	<ul style="list-style-type: none"> • EH recommended a document called 'Designing Democracy'. Here is the link http://www.policyconnect.org.uk/apdig/research/essay-collection-designing-democracy • RG gave an update on the Growth Board and informed that the meetings were progressing well, with GP and LG attending. Work is progressing towards the Combined Authority approach. <p>Action: DLEP Board to respond regarding the Combined Authority.</p> <ul style="list-style-type: none"> • JS mentioned that Poole Harbour Commissioners were organising an inaugural Poole Harbour Boat Show. This will be a two day event on 9-10 May on Poole Quay and it has been decided to make it a free event. • JW informed that the Rural Enterprise Group have put together a plan for EAFRD funding. • AM informed the Board about a recent visit to the Growth Hub by Lord Heseltine which went very well. • A number of suggestions were made for additions to the Forward Plan. 	<p>LG</p> <p>GP</p>