

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

MINUTES OF MEETING HELD ON

TUESDAY 27 JANUARY 2015 FROM 1.30 PM TO 4.00 PM AT BOURNEMOUTH UNIVERSITY

Board Members in Attendance:

Alex Picot (AP)
Alison Moore (AM)
Andrea Smith (AS)
Deborah Croney (DC)
Elaine Atkinson (EA)
Emma Hunt (EH)
Jim Andrews (JA)
Jitinder Takhar (JT) - Chaired the meeting
John Beesley (JB)
Richard Smith (RS)
Robert Gould (RG)
Terence O'Rourke (TO)

Also Present:

Adrian Trevett (AT)
Angela Alderman (AA) - BIS Local
Bill Cotton (BC)
Debbie Ward (DW)
Kathryn Hill (KH)
Lorna Gibbons (LG)
Stephen Hill (SH)
Tony Williams (TW)

Anushka Naidoo (AN) - presenting
James Hassett (JH) - presenting
Ken Roberts (KR) - presenting
Lawrence Vincent (LW) - presenting

Apologies:

Andrew Flockhart (AF)
Bruce Grant-Braham (BG)
Geoffrey Smith (GS)
Gordon Page (GP) - Chair
James Weld (JW)
Jim Stewart (JS)
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: Andrew Flockhart, Bruce Grant-Braham, Geoffrey Smith, Gordon Page, James Weld, Jim Stewart, Steve Davies.</p> <p>No declarations of interest were made.</p> <p>JT welcomed Lawrence Vincent, Ken Roberts, Anushka Naidoo and James Hassett.</p> <p>Deborah Croney and Stephen Hill were welcomed to their first meeting.</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. LG confirmed that there is an aspiration for all SLAs are to be in place by 31 March 2015.</p>	
<p>3.</p>	<p>FOR DISCUSSION AND DECISION</p>	
<p>3.1</p>	<p>Bournemouth and Poole College Growth Deal Due Diligence Report</p> <p>Ken Roberts presented on how the college is contributing to the LEP objectives and provided detail on the Growth Deal 1 project. The next steps would be putting together of an SLA.</p> <p>All agreed they were happy to proceed</p> <p>Lawrence Vincent and Ken Roberts then left the meeting</p>	<p>All agreed</p>
<p>3.2</p>	<p>Airport Project Update</p> <p>James Hassett gave an update on the Airport project. A Steering Group has been formed and has met twice. The group will assist the LEP Board in driving forwards this important area of delivery.</p> <p>It was confirmed that there will be an SLA with Dorset County Council for the delivery of the project. This is currently in draft form with a meeting planned with DCC on 11th February.</p> <p>The Board recognised the work that DCC are already conducting at risk.</p> <p>SLA to be progressed</p>	<p>LG and DCC</p>
<p>3.3</p>	<p>South West Trains Consultation Response</p> <p>TW introduced the paper. He confirmed this had been discussed at the Leaders Growth Board and they were endorsing the proposals. This had also been discussed at the Connected Dorset (a LEP Sub Group) meeting. LEP support was requested to enable a joint consultation response.</p> <p>A joint consultation response was agreed.</p>	<p>LG</p>

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3.	FOR DISCUSSION AND DECISION	
3.3	<p>South West Trains Consultation Response Cont'd</p> <p>Discussions took place about improving the links to the South West, both for rail and road.</p> <p>TW explained the report is recommending improvements both inside and outside Dorset but this is a consultation document and firstly needs a response. We then need to link into other LEPs and areas about this.</p> <p>JT asked if LG and the team could take this forward as a revised SEP project.</p>	LG
3.4	<p>Comms Update</p> <p>Anushka Naidoo gave an update regarding the re-branding of the LEP and the proposed new logos.</p> <p>A paper was asked to be put forward to the Board with more information regarding a new website, our objectives and what we want to achieve with it.</p> <p>Action: LG to prepare a paper for the Board on the new website.</p> <p>All agreed to go ahead with the proposed logo and the three colour ways.</p>	LG All Agreed
3.5	<p>Financial Delegated Authority</p> <p>LG informed she was reviewing the governance to make sure the right framework and processes are in place. Since circulating this paper it has become apparent that this needs to be enhanced, as a result of not having all the information to assure the Board, so this paper is being withdrawn.</p> <p>LG will work on a more detailed paper and then re-submit to the Board at a later date.</p>	LG
3.6	<p>Local Authority Contributions</p> <p>LG explained that there has always been a line in the budget for local authority contributions, going back before she started, which had been verbally agreed in the past.</p> <p>Action: GP to meet with the local authorities about their contributions.</p>	GP

Item	Content	Who
3.	FOR DISCUSSION AND DECISION	
3.7	<p>LEP Structure and Governance</p> <p>JT introduced this item and handed over to TO. TO explained that now the LEP has greater clarity about the funding and its role, it was time to look at the structure and governance to get clarity, simplicity and accountability.</p> <p>EH explained they were looking at how we can streamline, acknowledging that LG now has a bigger team so there will be a different way of working. Also how the strategy might emerge due to the different funding opportunities.</p> <p>TO explained that they were trying to understand all the sub-groups that work under the LEPs name. These should have a Board member on them, preferably chairing it, and reporting back to the Board.</p> <p>A discussion took place about the Board and that members should have activity and responsibility and these are spelt out clearly and everyone signs up to it.</p> <p>Action: All to let TO know of any sub-groups they are aware of, so a list can be compiled and looked at.</p> <p>The Board agreed that the group should go away and develop this further and bring back to the Board.</p>	<p>All</p> <p>All agreed</p>
4.	FOR INFORMATION	
4.1	<p>Budget</p> <p>LG introduced the budget paper and asked for feedback on the format and what information the Board wanted to be displayed. DC asked if there could be a running update on project loans and for variances to have explanations. LG explained that this paper covered just the core funding and that there will be another paper to cover the SEP funding.</p> <p>Action: All to let LG know prior to the next Board meeting of any suggestions on how they would like the budget information.</p>	<p>All</p>
4.2	<p>ESB Delivery Plan 2015</p> <p>The ESB is nationally recognised as a Board and was set up to look at employment and skills. At the last meeting the Board agreed to give the ESB £25,000 to fund five projects and this paper explains which projects were chosen. Implementation of these projects has started and work is underway. DC made the point that a number of young people in Dorset do attend courses in Yeovil and Salisbury.</p>	

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4.	FOR INFORMATION	
4.3	<p>Growth Board and Combined Authority National Update</p> <p>Angela Alderman from BIS Local gave a presentation on Economic Prosperity Board and Combined Authority. She explained the main difference between the two was that the Combined Authority also included transport. She explained there are three stages to go through to get to a Combined Authority. The Governance would very much be up to the Authority. Angela stressed that the LEP is seen as being a very, very important partner/ stakeholder. She stressed it is key to get the governance right but that it is about streamlining, not adding more bureaucracy.</p>	
4.4	<p>Growth Board and Combined Authority Local Update</p> <p>DW presented on the local perspective. She informed that there are 9 local authorities but that some already share a lot of services. There is already a good working relationship with the LEP and a shared vision. She explained that a Growth Board was established early 2014. The 9 councils are represented and GP and LG also attend. They have been awarded £750,000 from DCLG to help move this forward and are looking at whether an Economic Prosperity Board or Combined Authority would benefit Dorset. This is currently being reviewed and will be completed by April. Local consultations will be from 4 February to 4 March. Decisions will be made after May and then paperwork needs to be submitted by September 2015.</p> <p>A discussion took place about how this fits in with what LEP Board and DW explained it gives the local authorities the ability to have discussions in advance of Board meetings. It will also give benefits to operational activities.</p> <p>JB expressed his support of a Combined Authority and that he thought for Dorset to be a serious player we need to be a Combined Authority and that it is a great opportunity for Dorset.</p> <p>Further discussions took place on this and support of a Combined Authority was expressed.</p>	
4.5	<p>ESIF Update</p> <p>LG explained the ESIF paper was for information only.</p>	
4.6	<p>Growth Deal 1 and 2 Update and Actions Growth Deal 1</p> <p>LG gave an update on the new recruits and explained that a transition will take place in regards where the different tasks will fit.</p> <p>AP asked about the support for the ESIF Committee and LG explained that the LEP was helping support this.</p> <p>LG updated on Growth Deal one and explained that the SLAs are now being worked on. She informed that Growth Deal 2 (top up 1) was to be announced imminently.</p>	

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4.	FOR INFORMATION	
4.7	<p>Combined Authority and Economic Prosperity Board Consultation Response</p> <p>LG explained that there was a consultation document from DCLG and Central Government which was discussed at the Growth Board. GP has supported that Consultation response.</p> <p>Action: LG to send out the consultation response to the Board before the next meeting.</p>	<p>LG</p>
5.	ANY OTHER BUSINESS	
5.1	<p>Date of Next Meeting:</p> <p>Tuesday 24 March at 10.00 am to 12.30 pm at The Tank Museum, Linsay Road, Bovington, Dorset BH20 6JG</p>	