

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

28 JULY 2016

10.00 AM TO 12.30 PM AT BOURNEMOUTH UNIVERSITY

Parking spaces will be reserved in the University visitor car park

AGENDA

Presentation from HEFCE - Devolution: Strategic Organisational Choices: Perspectives from the North	20 mins	Kevin Richardson
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1. Welcome to new Board Members Apologies and declarations of interest	5 mins	Gordon Page
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2. Minutes of last meeting and matters arising, Forward Plan and Action Log	5 mins	Gordon Page
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3. FOR DISCUSSION AND/OR DECISION

3.1 Enterprise Zone	15 mins	Lorna Carver
3.1.1 Enterprize Zone Update		
3.1.2 Long Term Stewardship		

3.2 Director's Update	10 mins	Lorna Carver
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3.3 Combined Authority	10 mins	Robert Gould
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3.4 College's Strategic Plans	10 mins	Lorna Carver
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3.5 Destination Management Organisation	15 mins	Richard Smith
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4. FOR INFORMATION

4.1 Budget	5 mins	Lorna Carver
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4.2 Sub Group Updates	10 mins	Lorna Carver
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4.3 Comms Update	5 mins	Katherine May
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4.4 Bournemouth, Dorset and Poole Minerals and Waste Planning Update		
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5. PROGRAMME MANAGEMENT

5.1 Growth Deal	20 mins	Rob Dunford
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5.2 Port of Poole Update	10 mins	Julian McLaughlin
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6. ANY OTHER BUSINESS

6.1 Date of Next Meeting: 27 September 2016 Venue: Bournemouth University		
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DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

MINUTES OF MEETING HELD ON

THURSDAY 28 JULY 2016 FROM 10.00 AM TO 12.30 PM AT BOURNEMOUTH UNIVERSITY

Board Attendees:

Alison Moore (AM)
Gordon Page (GP) - Chair
James Weld (JW)
Janet Walton (JMW)
Jim Stewart (JS)
John Beesley (JB)
John Sutcliffe (JSu)
Richard Smith (RS)
Robert Gould (RG)
Sara Uzzell (SU)

Also Present:

Andy Smith (AS) (attending for Richard Bates)
Andrew Flockhart (AF)
Anthony Alford (AA) (attending for Deborah Croney)
Debbie Ward (DW)
John Fletcher (JF) (attending for Jim Andrews)
Katherine May (KM)
Kathryn Hill (KH)
Laura Hentila (LH) (Dorset LEP Comms Intern)
Lorna Carver (LC)
Martin Hamilton (MH)
Rob Dunford (RD)
Tony Williams (TW)
Yvonne Elsorougi - BIS

Presenting:

Kevin Richardson - HEFCE
Julian McLaughlin - Borough of Poole

Apologies:

Andrea Smith (AS)
Andrew Wickham (AW)
Deborah Croney (DC)
Emma Hunt (EH)
Geoffrey Smith (GS)
Jim Andrews (JA)
Kim Slowe (KS)
Nigel Evans (NE)
Richard Bates (RB)

Item	Content	Who
	<p>HEFCE Presentation</p> <p>Kevin Richardson from HEFCE attended the meeting to give a presentation on the perspective from the north of England. He mentioned that out of the 21 poorest areas in Europe, 14 are in the UK and 9 of them are in England.</p> <p>Action: KH to circulate Kevin's contact details and an electronic copy of the presentation round to the Board.</p>	KH
1	<p>Apologies and Declaration of Interest</p> <p>Apologies received: Andrea Smith, Andrew Wickham, Deborah Croney, Emma Hunt, Geoffrey Smith Jim Andrews, Kim Slowe, Nigel Evans, Richard Bates</p> <p>It was noted that Diane Grannell had stepped down from the Board as her term had ended and Nigel Evans of Weymouth College was taking over as the FE representative. It was also noted that Bruce Grant-Braham had resigned his position on the Board.</p> <p>The new Board Members were welcomed and the Board confirmed they were happy to ask Andrew Wickham, Kim Slowe, John Sutcliffe, Nigel Evans and Sara Uzzell to become directors of the Dorset Local Enterprise Partnership CIC.</p> <p>It was noted that James Weld and John Sutcliffe may have a potential conflict of interest in agenda item 3.1 and that they will be asked to leave the room when this item is discussed.</p>	All Agreed
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> <p>There were no matters arising.</p>	
3.	FOR DISCUSSION AND/OR DECISION	
3.1	<p>Enterprise Zone</p> <p>James Weld and John Sutcliffe left the room for this discussion.</p>	
3.1.1	<p>Enterprise Zone Update</p> <p>LC updated the Board on the current position and that conversations with Purbeck District Council had moved on since the paper was written and distributed.</p> <p>Action: AM and JS agreed to represent the LEP in the discussions to agree the way forward with the Enterprise Zone.</p>	AM/JS
3.1.2	<p>Long Term Stewardship (Commercial in Confidence - Board Only)</p> <p>A discussion on the Enterprise Zone took place.</p> <p>Action: LC and LEP Team to prepare a more detailed paper, including the different options that could be available.</p> <p>James Weld and John Sutcliffe re-joined the meeting after the discussions had ended.</p>	LC
Item	Content	Who

3.	FOR DISCUSSION AND/OR DECISION CONT'D	
3.2	<p>Director's Update</p> <p>LC spoke to her paper and highlighted the key points. All LEPs have been asked to have available on their websites:</p> <ol style="list-style-type: none"> 1. declarations of interest, regularly updated 2. minutes for sub committees where investment decisions are being made 3. assurance frameworks and related guidelines and procedures <p>The Board were asked for their agreement to this.</p> <p>All Board Members happy for this information to be made available.</p> <p>LC updated on her meeting with the LNP and that it was agreed to:</p> <ul style="list-style-type: none"> • Enhance the Assurance Framework and Service Level Agreement Template as necessary to include environmental factors that will improve economic competitiveness • To be prepared for any additional funding bids, enhance the Expression of Interest form as necessary to include environmental factors that will improve economic competitiveness <p>LC informed the Board the Growth Deal bid had been submitted to Government.</p> <p>LC and JW gave a brief update on the Challenge Session attended with Government prior to the submission.</p> <p>The LEP Team was thanked for all the work they did getting together all the information needed for the Challenge Session.</p>	All Agreed
3.3	<p>Combined Authority</p> <p>RG gave a brief update on the position of the Combined Authority. He informed that the Leaders Growth Board had confirmed key roles last week and good progress was being made. The next step is a response from Government which they are expecting by late December.</p>	
3.4	<p>College's Strategic Plans</p> <p>LC introduced the paper and explained the reason they were being presented to the Board.</p> <p>The Board endorsed the plans.</p>	
3.5	<p>Destination Management Organisation</p> <p>RS spoke about the Destination Management Organisation (DMO) and gave the history of the DMO, explaining this was the third attempt to get it to work. He mentioned that Dorset is losing the market share in regards to Tourism and that Tourism in Dorset had fallen by 6%. He explained it is too important to fail and that Cornwall sells Cornwall very well and we need to do the same for Dorset.</p>	

Item	Content	Who
3.	FOR DISCUSSION AND/OR DECISION CONT'D	
3.5	<p>Destination Management Organisation Cont'd</p> <p>Bournemouth Council expressed their support of the paper that was tabled and agreed it was a starting point to try and move things forward, rather than starting again from scratch.</p> <p>SU said she supported the paper as a way forward and offered to help RS in trying to move this forward.</p> <p>Action: The Board agreed they were supportive of this work carrying on and moving forward.</p> <p>Action: RS/GP to send to David Walsh at DCC regarding the release of the £23,000 for the DMO.</p>	<p>All Agreed</p> <p>RS/GP</p>
4.	FOR INFORMATION	
4.1	<p>Budget (Confidential in Confidence - Board Only)</p> <p>The Budget was reviewed and discussed.</p>	
4.2	<p>Sub Group Update</p> <p>LC explained that this would be a standing agenda item enabling the Board to get regular updates on what each sub group was doing.</p> <p>Action: If any Board Member would like to get more involved with any of the sub groups to let LC know.</p>	All
4.3	<p>Comms Update</p> <p>KM gave an update on the paper and introduced Laura Hentila who is the Comms Intern working with the LEP through the Summer. Laura will be working on, amongst other things, updating the website.</p> <p>Action: It was requested that Board Members review their bios and photo and send any updates they might like made to Kathryn Hill.</p>	All
4.4	<p>Bournemouth, Dorset and Poole Minerals and Waste Planning Update</p> <p>The LEP has been made aware that one site that has been suggested is next to Bournemouth Airport and this could impact on the Growth Deal project at the airport.</p> <p>Cllr Alford declared an interest.</p> <p>Action: The Board agreed the LEP should send in an expression of concern with a view to finding out more.</p> <p>Action: LC to send to Dorset County Council an expression of concern regarding the proposed waste site near Bournemouth Airport.</p>	<p>All Agreed</p> <p>LC</p>

Item	Content	Who
5.	PROGRAMME MANAGEMENT	
5.1	<p>Programme Management Update (Commercial in Confidence - Board Only)</p> <p>RD gave a Programme Management update and ran through the paper.</p>	
5.2	<p>Port of Poole Update</p> <p>JS declared an interest.</p> <p>Julian McLaughlin from Borough of Poole gave an update on the Port of Poole project. He gave a brief background for the new board members and informed that JS sits on the Programme Delivery Board. All three schemes are on time and within budget. He explained there is a funding gap on the town side scheme but this is the only risk, so he is highlighting early. There is a wish from the public to go further and do more on this project. £110 m of private sector investment has already been confirmed.</p> <p>JMc assured that tourism is taken into account in the planning of the road works.</p>	
6.	ANY OTHER BUSINESS	
6.1	<p>AM suggested it would be a good idea to hold a bi-monthly business member only meeting, perhaps over lunch, and asked whether LC could facilitate this.</p> <p>Action: LC to look into organising a bi-monthly business Board Member lunch meeting.</p>	LC
6.2	<p>AM commented that it had been a while since the last Board Member awayday and perhaps it would be a good idea to organise another one.</p> <p>Action: LC to look at organising a Board Member awayday.</p>	LC
6.3	GP thanked JS for the letter of support he provided for the A31 link road.	
6.4	<p>Date of Next Meeting: 27 September at 1.30 pm</p> <p>Venue: Bournemouth University</p>	