

**DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD**

**MINUTES OF MEETING HELD ON**

**TUESDAY 26 JANUARY 2016 FROM 1.30 PM TO 4.30 PM AT BOURNEMOUTH UNIVERSITY**

**Board Attendees:**

Alison Moore (AM)  
Bruce Grant-Braham (BG)  
Diane Grannell (DG)  
Deborah Croney (DC)  
Emma Hunt (EH)  
Gordon Page (GP) - Chair  
Janet Walton (JWa)  
Jim Andrews (JA)  
Jim Stewart (JS)  
John Beesley (JB)  
Richard Smith (RS)  
Robert Gould (RG)

**Also Present:**

Angela Alderman (AA)  
Andrew Flockhart (AF)  
Martin Hamilton (MH)  
Lorna Carver (LC)  
Kirsty Bailey (KB)  
Martin Hamilton (MH)  
Mike Harries (MH)  
Bill Cotton (BC)  
Richard Bates (RB)  
Rob Dunford (RD)  
Katherine May (KM)

**Presenting:**

David Ford and Anthony Story, Silicon South

**Apologies:**

Andrea Smith  
James Weld  
Tony Williams  
Debbie Ward  
Geoffrey Smith  
Jitinder Takhar

Item	Content	Who
<b>1</b>	<b>Apologies and Declaration of Interest</b>	
1.1	Apologies received: Andrea Smith, James Weld, Tony Williams, Debbie Ward, Geoffrey Smith and Jitinder Takhar  No Declarations of Interest were made.	
<b>2</b>	<b>Minutes of Last Meeting and Matters Arising</b>  The Minutes were agreed as an accurate reflection of the last meeting and the Action Log was reviewed.  AF requested clarification on item 2. Of the minutes and asked if a paper on housing was required. GP confirmed that a paper was required.  <b>Matters Arising</b>  SEP refresh is on-going. This work is important as it will provide a golden thread from the evidence to delivery for a growth deal 3, devolution along with other areas of work.  GP informed the Board that in addition to the rail infrastructure project between Exeter and London that is currently being worked on, we have joined a consortium which is looking to improve the Weymouth travel times to London. He added that other upgrades are being investigated and that a meeting with the Roads Minister will take place shortly to examine North/South links.	<b>AF/LC</b>       <b>LC</b>
<b>3.</b>	<b>FOR DISCUSSION AND DECISION</b>	
	<b>Presentation on Silicon South</b>  DF presented the Silicon South work to the Board. <b>Action: Board members to provide LC with any feedback on the feasibility studies</b>	<b>All</b>
<b>4.</b>	<b>Nomination of Deputy Chair</b>	
	This was discussed. <b>Action: GP to liaise with Board members and for it to be added to the March Meeting Agenda</b>	<b>GP</b>
<b>5.</b>	<b>For Discussion and /or Decision</b>	
5.1	LEP Programmes:  5.1.1 Programme Management Paper  RD informed the Board on Growth Deal and other delivery.  RD discussed the Poole Programme. It was agreed that LGF could be used to enhance the old bridge.  BG updated on progress of the Dorset Tourism Association. This has now been established and 2 LEP Members involved; BG and RS.  A discussion took place around the Silicon South presentation. It was noted that they have completed all activities listed in 2013. The Board discussed the positive aspect of delivering under budget.	<b>RD</b>

	<p><b>Action: Silicon South funding cannot be carried into 2016/17. LC to liaise with Silicon South to agree funding for the rest of the financial year</b></p> <p>RS and others expressed that they wanted more information on the BIG programme (airport) and Poole (Port) delivery especially on outputs and outcomes.</p> <p><b>Action: LC to liaise with the BIG group and Poole group to ensure timely feedback and engagement with the LEP Board</b></p> <p>MH opened the discussion on ultrafast broadband. He reported that the bid went in to BDUK and was successful in securing £2m for Dorset but this would need to be match funded by the LEP. Options were discussed.</p> <p><b>Action: LEP Board agreed in principle for the GPF to be converted into a Grant for this purpose as a one off. It was confirmed that there must be a discussion on the process to capture benefit and value for money. Dorset CC to prepare a paper to come back to the Board.</b></p> <p><b>Action: LEP team to develop a process for seeking LEP approval/endorsement with a form to go on the website. This to ensure all future bids requiring LEP involvement can formally seek approval.</b></p>	<p>LC</p> <p>LC</p> <p>MH</p> <p>LC</p>
5.2	<p>Local Authority Policy Context</p> <p>5.3.1 Combined Authority Update</p> <p>LEP Board were updated on the progress of the Combined Authority. LEP Board have a key role to play here. LEP Board to understand the implications, impacts and opportunities.</p> <p>Action GP to write to Leaders Growth Board</p>	GP
5.3	<p><b>An Economic Vision for Dorset</b></p> <p>LC informed the Board of the update from the Leaders Growth Board which was to have feedback and comments by 22 February. LC welcomed all comments. GP said that we must make it more distinctive and set clear priorities as it is great to have a vision for the region which will make sense to us all and the outside world. BG noted that tourism being split from retail was an advantage but added that another section shows education and tourism together which will require some more refinement. DC added that we need to show skills, apprenticeships, schools and private training providers. LC asked BC to assist with business engagement. GP also volunteered.</p> <p><b>Action: LC, BC and GP to work on Business Engagement</b></p> <p><b>Action: LC to refine the SEP Vision and bring it back to the next meeting</b></p>	LC/BC/GP
5.4	<p>Directors update</p> <p>AA confirmed that the Annual Conversation had taken place in December and had been very positive.</p> <p>AF commented that the report was very welcome and agreed to share ideas to avoid duplication.</p> <p>LC informed the Board that DC will present on Skills at the next</p>	

	meeting. EH requested that HE should be a part of the skills update	<b>DG</b>
5.5	<p>Dorset Young LEP</p> <p>AM informed the Board that Caroline Foster has suggested that they would welcome a LEP member.</p> <p>GP asked if Ian Girlings' Young DCI was up and running. AM confirmed it is.</p> <p><b>Action: LC to meet with the Chamber</b></p>	<b>LC</b>
6.	For Information	
6.1	<p>Budget</p> <p>Programme management updated figures are included. LC added that the forward budget as well as a summary of the Growing Places Fund will be at the March Board meeting.</p>	<b>LC</b>
6.2	<p>Incorporation</p> <p>LC confirmed that all forms had been completed. LC added that any further comments were welcome.</p> <p>RG reminded the Board that it will require Cabinet approval for him to become a Director.</p> <p><b>Action: Dorset County Council to inform the LEP once cabinet approval had been obtained</b></p> <p>JA asked about resources to manage the company. LC commented that there would be resource requirements and that she would look into the options which would be included in the March Budget.</p> <p>It was broadly agreed that the changes were agreed.</p> <p><b>Next steps all board members to sign the documentation to enable registration. These are available at the LEP office or will be available at the next LEP Board meeting.</b></p>	<p><b>MH</b></p> <p><b>LC</b></p> <p><b>All</b></p>
7.	Any other business	
	BC advised that TW would like members to consider getting involved with the Natural Environment; a local environment tool kit development by DEFRA. LC agreed that it would be useful to have a meeting about the LEED process and advised that Simon Cripps is speaking at the next meeting.	<b>LC/BC</b>