

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

MINUTES OF MEETING HELD ON 23 NOVEMBER 2017

DATE FROM 10.00 AM TO 12.30 PM AT THE TANK MUSEUM, BOVINGTON

Board Attendees:

Alison Moore (AM)
Andrea Smith (AS)
Andrew Wickham (AW)
Emma Hunt (EH)
Gary Suttle (GS)
Jim Andrews (JA)
Jim Stewart (JS) (Chair)
John Sutcliffe (JSu)
Kim Slowe (KS)
Luke Rake (LR)
Nigel Evans (NE)
Richard Smith (RS)
Sara Uzzell (SU)

Also Present:

Cllr Mohan Iyengar (MI) (representing Janet Walton)
Cllr Philip Broadhead (PB) (representing John Beesley)
Cllr Deborah Croney (DC) (representing Rebecca Knox)

Alex Crook (AC) (BEIS)
Bill Cotton (BC) (Bournemouth Borough Council)
Bridget Downton (BD) (Purbeck District Council)
Kate Ryan (KR) (Borough of Poole)
Kathryn Hill (KH) (Dorset LEP)
Lorna Carver (CV) (Dorset LEP)
Maxine Bodell (MB) (Dorset County Council)
Neil Gorman (NG) (Dorset County Council)
Rob Dunford (RD) (Dorset LEP)

Apologies:

Ian Girling (IG)
Janet Walton (JMW)
John Beesley (JB)
Rebecca Knox (RK)

Item	Content	Who
1	<p>Apologies and Declaration of Interest</p> <p>JS welcomed LC back and thanked RD for his hard work in covering the role.</p> <p>Apologies received: Ian Girling, Janet Walton, John Beesley, Rebecca Knox.</p> <p>Declarations of Interest were given by JS for the Port of Poole Project and EH for the Innovation Studio.</p> <p>The resignation of Gordon Page as Chair of the LEP Board was discussed and JS explained that he had been approached to take over as Chair of the Board. JS then left the room. LC explained that the Board had already voted on the appointment of JS as Chair through written procedures but this now needed to be ratified. AM proposed JS as the new Chair of the Board and AW seconded.</p> <p>DECISION MADE: The Board voted and agreed to appoint JS as the new Chair of the Dorset LEP Board. This is in line with our Assurance Framework.</p> <p>JS returned to the room and was pleased to accept the position as Chair. He explained he was going to meet all the Leaders, MPs and Board members to understand the priorities. He has also agreed to address the Dorset Chamber of Commerce and Industry and others to engage with businesses.</p> <p>DECISION MADE: It was confirmed and ratified that, through written procedures, the Board had agreed to re-elect EH, AS and RS for a second term.</p>	<p>All Agreed</p> <p>All Agreed</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 and Forward Plan was reviewed.</p> <p>There were no matters arising.</p>	
3.	FOR DISCUSSION AND/OR DECISION	
3.1	<p>Policy Update</p> <p>JS mentioned that those who had attended the Awayday had thought it was a worthwhile event. He informed that he recently met with the South West LEP Chairs and CEOs and attended a Roundtable event with Lord Henley (our Ministerial link into BEIS) and 7 LEP Chairs and this was an appropriate moment to have a new look at the Board and how we work and focus resources on. With Mary Ney review we have to make sure we follow the right processes. The LEP team need to make sure we have all the information of everything the LEP has delivered and done over the last four years and the aim is to have this available in January.</p> <p>AC updated that there is currently still a lot of uncertainty but there should be more clarity January/February time. Due to the Ministerial review it is currently recommended not to spend time updating the Assurance Framework yet and AC will update us as soon as he has any further information.</p>	

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3.	FOR DISCUSSION AND/OR DECISION CONT'D	
3.1	<p>Policy Update Cont'd</p> <p>Brexit was mentioned and the problems faced across different sectors with trying to fill jobs, as European workers return to Europe. JS said he was happy to write to Government to express our concerns but we also needed to put forward solutions. It was discussed that there are unskilled workers trying to find seasonal work, students returning to the area during holidays, but there are no avenues open for them to find jobs. There is a need to be more innovative with unskilled jobs/ workforce.</p> <p>DECISION MADE: The Board is happy to approve the recommendations in the paper.</p>	
3.2	<p>Annual Conversation</p> <p>The Dorset LEP has its Annual Conversation on Friday 1 December. This is a review with BEIS and the Government's opportunity to understand our ability to deliver and ask any questions. This is a two way conversation and we will be looking for greater clarity from Government. We will be asking about funding and funding for LEPs to allow them to continue their work.</p> <p>AC informed that these meetings are now more standardised so it is easier to compare LEPs against each other. BEIS can then feed back to Government the things that LEPs are asking to help them deliver. The three areas they will be looking at are: Delivery, Governance and Strategy. He confirmed that LEPs are measured on how well they deliver projects.</p> <p>ACTION: If anyone has any questions they would like to be raised at the Annual Conversation to contact LC.</p> <p>ACTION: LC to circulate the reports being submitted to Government for Annual Conversation.</p>	<p>All</p> <p>LC</p>
3.3	<p>Great South West Update</p> <p>JS updated that he recently attended the South West LEP Chair/CEO meeting and the Great South West was discussed. Government need the South West to have a brand and we now have that. He explained that the private sector has an awareness that having a brand can help us moving forward. It is more about the business community and if it helps get more funding into South West we need to support it.</p> <p>A discussion took place and it was mentioned that there is a lot of good work going on we just need to shout about it.</p>	
4.	PROGRAMME MANAGEMENT	
4.1	<p>Growth Deal Update (Commercial in Confidence - Board Only)</p> <p>RD gave an update on the Growth Deal projects.</p> <p>It was confirmed that MEMO and Jurassica have now formally merged.</p>	
4.2	<p>'Other' Projects Update (Commercial in Confidence - Board Only)</p> <p>RD gave an update on his paper.</p>	

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5.	FOR INFORMATION	
5.1	<p>Budget (Confidential in Confidence - Board Only)</p> <p>LC confirmed that Dorset County Council have been re-appointed as Accountable Body.</p> <p>The budget was reviewed and discussed and it was explained that Skills Funding Agency offered the opportunity to all LEPS to bid for revenue funding to host events for employers to discuss the value of apprentices and the apprenticeship levy.</p>	
5.2	<p>Sub Group Update (Some papers are Commercial in Confidence - Board Members Only)</p> <p>The sub group papers were reviewed.</p> <p>Rural Enterprise Group - LR explained that the last meeting was held before the South West Rural Commission. He also informed that he was attending a DEFRA Roundtable with Lord Turner in London.</p> <p>Connected Dorset - It was mentioned that Dorset County Council and others have produced a report looking into the major issues we have with linking up with the South West. There has been a lot of work around roads and the north/south route. The prospectus/ summary and full report are on the Dorset For You website (link below).</p> <p>https://www.dorsetforyou.gov.uk/north-south-route</p> <p>Dorset Tourism Association - It was mentioned that the industry is enthused by Bournemouth and Poole coming together.</p> <p>Employment and Skills Board - It is unfortunate that there have been some setbacks to this work but DCr and EH offered their help if it was needed.</p> <p>JS informed that he recently hosted the British Ports Association conference with 250 delegates attending and wanted to thank the hospitality/tourism sectors in Dorset.</p>	
5.3	<p>Communications Update</p> <p>LC explained that we are so busy doing the doing that we have not been as good at doing the telling. She asked if Board Members have not already signed up to the newsletter to please do. She informed that we are expanding our business communication and are hoping to have an event next year.</p>	
5.4	<p>Dorset, Bournemouth and Poole Minerals and Waste Plan</p> <p>The paper was noted and confirmed that the Board has been consulted and had the opportunity to comment.</p>	

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6.	ANY OTHER BUSINESS	
6.1	<p>BIG Steering Group</p> <p>LC mentioned that Gordon Page was the private sector Board member who attended this meeting and so we are now looking for a volunteer to replace him at this meeting.</p> <p>ACTION: If there is a private sector Board member who would be willing to replace Gordon Page at the BIG Steering Group Meeting to please contact LC.</p>	<p>Private Sector Board Members</p>
6.2	<p>Future Dorset Proposal</p> <p>Cllr Philip Broadhead thanked the LEP for its support of the Future Dorset proposal. Savid Javid has said further representations can be made until January, so the LEP was asked if it could provide another letter of support.</p>	
6.3	<p>Date of Next Meeting: 23 January at 1.30 pm Venue: Bournemouth University</p>	