

DRAFT MINUTES

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

25 JULY 2019 FROM 12.00 PM TO 12.30 PM

THE TANK MUSEUM, BOVINGTON

MINUTES

Board Attendees:

Arabella Lewis-Smith (AL)
Emma Hunt (EH)
Jim Andrews (JA)
Jim Stewart (JS) (Chair)
John Sutcliffe (JSu)
Luke Rake (LR)
Cllr Mark Howell (MH)
Nick Gaines (NG)
Nicola Newman (NN)
Paul Read (PR)
Phil Richardson (PRi)
Richard Smith (RS)
Sara Uzzell (SU)
Cllr Spencer Flower (SF)
Cllr Vikki Slade (VS)

Also Present:

Alex Crook (AC) (BEIS)
Bill Cotton (BC) (BCP Council)
Graham Farrant (GF) (BCP Council)
John Sellgren (JS) (Dorset Council)
Kathryn Hill (KH) (Dorset LEP)
Lorna Carver (LC) (Dorset LEP)

Apologies:

Aidan Dunn (AD)
Andrew Wickham (AW)
Diane Grannell (DG)
Cllr Gary Suttle (GS)
Ian Girling (IG)
Nick Brook (NB)

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Andrew Wickham, Diane Grannell, Ian Girling, Nick Brook and Cllr Gary Suttle</p> <p>Declarations of Interest: LR and EH declared an interest in the Skills Capital Funding, JA declared an interest in ORI, PR declared an interest in Hayward & Co and PRi declared an interest in Wessex Fields.</p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting. SF referred to an email sent asking for an addition to the Minutes for item 4.2. There were no matters arising.</p>	
3.	<p>Strategy</p>	
3.1	<p>LIS Update</p> <p>The paper was noted and LC informed the Board that, following the workshop further information will follow.</p>	
4.	<p>Delivery</p>	
4.1	<p>Delivery Update (Confidential - Commercially Sensitive)</p> <p>EH informed the Board that the Skills Board had met the day before. In regards the Skills Capital Funding, they had accepted the recommendation of the four projects to be funded. All projects will progress to full business case and follow the Assurance framework process.</p>	
5.	<p>Governance</p>	
5.1	<p>Budget (Confidential - Commercially Sensitive)</p> <p>To inform and update the board on the 2019/20 Financial position</p>	
5.	<p>Governance Cont'd</p>	
5.2	<p>Governance Update</p> <p>In line with the new governance structure, LC updated the Board on the Skills Advisory Panel and that we will be going out to open recruitment for this soon. The Board will be aware when these posts (and others) are advertised. EH informed that the Terms of Reference for this panel have been agreed and the first meeting will be in September.</p> <p>The Board agreed the recommendations in the paper:</p> <p>The Nomination Committee has been looking at the terms of the current Board members and there are a number of recommendations for approval:</p> <ul style="list-style-type: none"> • Andrew Wickham, John Sutcliffe, Sara Uzzell to extend their membership for a second term of 3 years to July 2022. • Ian Girling to extend membership from co-opted member to full Director. • Confirm Jim Stewart's Chair position commenced in November 2017 for the first term of 3 years to November 2020. • Cllr Vicki Slade and Cllr Mark Howell appointed as nominated Directors and Members from BCP Council in line with the Articles of Association. • Diane Granell, Bournemouth and Poole College as nominated FE Director and Member in line with the Articles of Association. 	<p>All agreed</p>

6.	Papers for Information	
6.1	<p>Sub Group Updates (Some papers are Commercial in Confidence - Board Members Only)</p> <p>The Board noted the papers.</p> <p>Dorset Tourism Association - RS informed the LEP Board of the new Tourism Sector deal being announced soon. This would involve being part of a Tourism Zone. RS asked the LEP Board to endorse the DTA going ahead and having conversations with other areas to form a Tourism Zone while keeping in contact with JS.</p> <p>The Board confirmed their endorsement for DTA to go ahead and hold discussions around forming a Tourism Zone (with GSW).</p>	All agreed
6.2	<p>Communications Update</p> <p>The Board noted the paper.</p>	
7.	Any Other Business	
7.1	<p>Password Protection of Board Papers</p> <p>The Board noted the paper and that from 1 August 2019 the password for Board papers was changing.</p>	
7.	Any Other Business Cont'd	
7.2	<p>Great South West</p> <p>JS updated the Board on the progress around the Great South West. He informed them of the All Party Parliamentary Group and that a number of meetings had been held. He also informed of the prospectus that was being put together for Jake Berry MP and that this would be shared with the LEP Board.</p> <p>Action: LC to send a copy of the GSW prospectus to the Board.</p>	LC
7.3	<p>BEIS Area Lead</p> <p>AC informed the LEP Board that this meeting was his last meeting, as he was transferring to a new role. LC would be informed of the handover arrangements. The LEP Board thanked him for all his work with us.</p>	

Note: Date of Next Meeting - 24 September at 1.30 pm at Bournemouth University