

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

28 MAY 2019 FROM 1.30 PM TO 4.15 PM

BOURNEMOUTH UNIVERSITY, TALBOT CAMPUS, FERN BARROW, POOLE

MINUTES

Board Attendees:

Alison Moore (AM)
Andrew Wickham (AW)
Arabella Lewis-Smith (AL)
Cllr Gary Suttle (GS)
Jim Andrews (JA)
Jim Stewart (JS) (Chair)
John Sutcliffe (JSu)
Nick Brook (NB)
Nick Gaines (NG)
Nicola Newman (NN)
Nigel Evans (NE)
Paul Read (PR)
Phil Richardson (PRi)
Sara Uzzell (SU)

Also Present:

Aidan Dunn (AD) (Dorset Council)
Alex Crook (AC) (BEIS)
Bill Cotton (BC) (BCP Council)
Graham Farrant (GF) (BCP Council)
John Sellgren (JS) (Dorset Council)
Iain MacRury (observing)
John Sellgren (JS) (Dorset Council)
Katherine May (KM) (Dorset LEP)
Kathryn Hill (KH) (Dorset LEP)
Lorna Carver (LC) (Dorset LEP)
Martina Hanulova (Dorset LEP)
Sarah Powell-Pisareva (Dorset LEP)

Apologies:

Emma Hunt (EH)
Ian Girling (IG)
Luke Rake (LR)
Richard Smith (RS)

Presenting:

Dr Leslie Spiers
John Adlen - Cheshire and Warrington LEP
Sandra Rothwell

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Emma Hunt, Ian Girling, Luke Rake, Richard Smith</p> <p>JS thanked Nigel Evans for his work on the LEP Board during his term as the FE representative.</p> <p>JS thanked Alison Moore for all her hard work during her two terms as a LEP Board Member, having served 6 years on the Board.</p> <p>The Board confirmed they were happy to ask Cllr Spencer Flower and Cllr Gary Suttle, as representative of the new Dorset Council, to become directors and members of the Dorset Local Enterprise Partnership CIC.</p> <p>The Board confirmed they were happy to ask Phil Richardson to become director and member of the Dorset Local Enterprise Partnership CIC on a co-opted basis.</p> <p>Declarations of Interest: PR declared an interest in Hayward & Co. JA declared an interest in Chapel Gate. PRi declared an interest in Wessex Fields.</p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.</p>	
3.	Guest Presentations	
3.1	<p>Boardroom Brilliance</p> <p>Dr Leslie Spiers gave a presentation on corporate governance to provide a refresh of Board Directors' responsibilities in regards to Dorset Local Enterprise Partnership CIC and provide some Board Member training, demonstrating governance responsibilities and national best practice.</p>	
3.2	<p>Enterprise Zone</p> <p>Following a visit to Cheshire and Warrington LEP on 6 March, John Adlen, who is the Growth Director for Cheshire and Warrington LEP and has responsibility for the Enterprise Zones, presented to the Board to share best practice.</p> <p>If he could give one piece of advice it would be to get development underway as soon as possible, get speculative development underway and where is the 'grow on' space for the small businesses currently on site.</p>	
4.	Strategy	
4.1	<p>Local Industrial Strategy Update</p> <p>LC and SR gave an update on the Local Industrial Strategy and explained there were themes emerging already. SR informed that an evidence pack will come to the July Board meeting and will then be published.</p> <p>The Board agreed the recommendations in the paper:</p> <p>That the LEP Board notes the content of this report and builds on the emerging narrative and issues to provide strategic leadership to shape direction of the Local Industrial Strategy.</p>	All agreed

Item	Notes and Decisions	Action
4.	Strategy Cont'd	
4.2	<p>Housing Update</p> <p>CB gave an update on housing in Dorset.</p> <p>A discussion took place around the aging workforce, average house prices vs average wages.</p> <p>Housing affordability was discussed and whether the solution is about more supply and quantity. How do we make housing affordable if there aren't the houses available.</p> <p>The issue of infrastructure was also discussed and that building cannot happen without the correct infrastructure.</p> <p>LC explained that the LIS needed to include a chapter on Infrastructure.</p> <p>It was mentioned that we actually need to take account that the different decades have different needs. People in their 20s have different needs to those in their 30s, 40s etc.</p> <p>Following discussion regarding the potential for producing a non-statutory spatial growth plan for Dorset with key partners, the suggested recommendation was not supported.</p> <p>Recommendation: That the Dorset LEP work in support of BCP and the Dorset Councils in the preparation of any Local Plan work which both authorities have now embarked.</p> <p>The Board agreed the recommendations in the paper:</p> <ol style="list-style-type: none"> 1. That the Board note this report and give consideration to role of housing in addressing the need to attract and retain people of working age to Dorset. 2. Dorset LEP to work with local authorities to discuss infrastructure. 	<p>All agreed</p> <p>LEP/LA</p>
5.	Governance	
5.1	<p>Budget (Confidential - Commercially Sensitive)</p> <p>The budget paper is to inform and update the board on the Financial position.</p>	
5.2	<p>Governance Structure Review</p> <p>LC updated the Board on the Governance review and the proposed new structure of the Board and its sub committees. A discussion took place and it was remarked that the detail will come out of the Terms of Reference for the new groups.</p> <p>Comments were made about ensuring the Board Members are engaged correctly and not pigeon holing Board Members but ensuring they are deployed as necessary.</p> <p>3.50 pm Nick Gaines left the meeting.</p>	

Item	Notes and Decisions	Action
5.	Governance Cont'd	
5.2	<p>Governance Structure Review Cont'd</p> <p>The Board agreed the recommendations in the paper:</p> <ol style="list-style-type: none"> Dorset LEP Board to approve the changes to the Governance Structure for Dorset LEP. Dorset LEP Board to delegate the implementation of the governance structure, including Board member membership of committees and further recruitment, to the Dorset LEP Chair. 	<p>All agreed</p> <p>All agreed</p>
6.	Delivery	
6.1	<p>Delivery Plan</p> <p>KM updated the Board on the Delivery Plan. She explained that BEIS asked all LEPs to produce this document. The next Governance review will be looking at risk. Going forward there will be bi-monthly risk updates to the Board.</p> <p>AC confirmed that the Delivery Plan needs to be submitted by Friday 31st May but it is fine to flag anything that may still need to be confirmed but the document must be submitted.</p> <p>LC explained that this is a live document, so will continually be reviewed and updated.</p> <p>The Board agreed the recommendations in the paper:</p> <ol style="list-style-type: none"> Dorset LEP Board to approve the Delivery Plan for Dorset LEP for the 2019/20 financial year. Dorset LEP Board to confirm commitment to review Delivery Plan bi-annually and produce a delivery plan for each financial year hereafter. 	<p>All agreed</p> <p>All agreed</p>
6.2	<p>Delivery Update (Confidential - Commercially Sensitive)</p> <p>KM explained that in the new structure this document will be discussed at the Performance and Investment group.</p> <p>The Enterprise Zone was discussed. GS and SF declared a conflict of interest and so were excluded from the vote on this item.</p> <p>4.15 pm AM left the meeting</p> <p>Wessex Fields was discussed and the increase in costs resulting in the project being split into two phases. BC updated that funding is being sought for phase 2 and that it has been shortlisted for sub national transport bid funding.</p> <p>Action: Dorset LEP Board discussed the risks raised for the Wessex Fields project and approved the project from due diligence to grant agreement.</p>	<p>All approved</p>

Item	Notes and Decisions	Action
6.	Delivery Cont'd	
6.2	<p>Delivery Update (Confidential - Commercially Sensitive) Cont'd</p> <p>4.25 pm PR left the meeting.</p> <p>The Board agreed the recommendations in the paper:</p> <ol style="list-style-type: none"> 1. Dorset LEP to withdraw Growth Deal loan funding allocation for Enterprise Zone Strategic Infrastructure by terminating the contract and funding the next project on the pipeline process. 2. Dorset LEP Board to discuss risk appetite for the delivery of the Wessex Field project and its achievement of outputs and outcomes. 3. Dorset LEP Board to accept the LGF performance return to Government for 2018/19. 4. Approve the change request and extend Ultrafast Dorset Council Contract to 30 March 2021. 	<p>All agreed</p> <p>All agreed</p> <p>All agreed</p> <p>All agreed</p>
7.	Papers for Information	
7.1	<p>Sub Group Updates (Some papers are Commercial in Confidence - Board Members Only)</p> <p>The Board noted the papers.</p>	
7.2	<p>Communications Update</p> <p>The Board noted the paper.</p>	
8.	Any Other Business	
	There was no other business raised	

Note: Date of Next Meeting - 25 July 2019 at The Tank Museum