

## **DRAFT MINUTES**

**DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD**

**28 MARCH 2019 AT 10.00 AM TO 12.30 PM**

**BOURNEMOUTH UNIVERSITY, TALBOT CAMPUS, FERN BARROW, POOLE**

### **MINUTES**

#### **Board Attendees:**

Alison Moore (AM)  
Andrew Wickham (AW)  
Arabella Lewis-Smith (ALS)  
Emma Hunt (EH)  
Cllr Gary Suttle (GS)  
Cllr Janet Walton (JW)  
Jim Andrews (JA)  
Jim Stewart (JS)  
Cllr John Beesley (JB)  
John Sutcliffe (JSu)  
Luke Rake (LR)  
Nick Gaines (NG)  
Nigel Evans (NE)  
Paul Read (PR)  
Sara Uzzell (SU)

#### **Also Present:**

Bridget Downton (BD) (Purbeck District Council)  
Chris Shephard (CS) (Bournemouth Borough Council)  
Dan Turner (DT) (BEIS)  
Finn Morgan (FM) (Dorset LEP)  
Heather Lappin (HL) (Dorset County Council)  
John Sellgren (JS) (Dorset Council)  
Julian McLaughlin (JL) (Borough of Poole)  
Kathryn Hill (KH) (Dorset LEP)  
Lorna Carver (LC) (Dorset LEP)  
Martina Hanulova (MH) (Dorset LEP)  
Matt Prosser (MP) (Dorset Council)

#### **Apologies:**

Ian Girling (IG)  
Nick Brook (NB)  
Nicola Newman (NN)  
Cllr Rebecca Knox (RK)  
Richard Smith (RS)

#### **Presenting:**

Royal Marines  
Sandra Rothwell

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Ian Girling, Nick Brook, Nicola Newman, Rebecca Knox and Richard Smith</p> <p>Declarations of Interest: JA, EH, JS and AW declared an interest in agenda item 6.1</p> <p><b>The Board confirmed they were happy to ask Arabella Lewis-Smith and Nicola Newman to become directors and members of the Dorset Local Enterprise Partnership CIC</b></p> <p><b>JS confirmed that the Board had approved the changes to the Articles of Association by Written Resolution.</b></p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.</p>	
<b>3.</b>	<b>Guest Presentations</b>	
3.1	<p><b>Innovation in Military</b></p> <p>Members of the Royal Marines presented to the Board on their plans for innovation.</p>	
<b>4.</b>	<b>Strategy</b>	
4.1	<p><b>Local Industrial Strategy Update</b></p> <p>LC and Sandra Rothwell (SR) gave a presentation to update the Board on the Local Industrial Strategy (LIS).</p> <p>Dan Turner (DT) introduced himself and that he is a Local Industrial Strategy Lead in BEIS. He explained that the LIS feels like a very different process agreed by Government and it will have the Government stamp on it. It will go in front of Ministers. He advised that we should engage with Government ASAP and that they want to work with us, to advise us as we go along the process, to help stop us going in the wrong direction. They are trying to help us put the best document forward to Government.</p> <p>It was explained that the Board would be provided with a one page document that they could use whenever they spoke about the LIS. The LEP would also provide a monthly update report to the Board. It was remarked that a weekly email detailing any big things happening would be helpful.</p> <p>JS mentioned the LIS consultation events coming up in April throughout Dorset and that it would be great if as many Board Members as possible can attend these events.</p> <p><b>The Board agreed the recommendations in the paper:</b></p> <p><b>1. That the LEP Board notes that whilst the LIS is a plan for Dorset, the LEP Board (both public and private Directors) is in a position of leadership of the process. The Board notes and supports the significant time commitment of Board Directors to this process during 2019.</b></p>	<p>Agreed</p>

Item	Notes and Decisions	Action
<b>4.</b>	<b>Strategy Cont'd</b>	
4.1	<p><b>Local Industrial Strategy Update Cont'd</b></p> <ol style="list-style-type: none"> <li><b>2. That the DLEP Director undertakes a regular liaison with the CEOs and Place/Economy Directors from the new Dorset Council and BPC Unitary Authority to ensure alignment of economic ambition and implementation.</b></li> <li><b>3. That the LEP Board will seek to follow best practice emerging from previous LIS Waves and will design an appropriate governance structure to support the development process. That the LEP Chair will decide the final detail of this structure on behalf of the LEP Board.</b></li> <li><b>4. That the LEP Board notes the content of this report.</b></li> </ol>	
4.2	<p><b>M4 Corridor Update</b></p> <p>LC informed the Board that work has continued on the M4 Corridor and a business case will be brought to the May Board meeting. She explained that work on Great South West was still continuing.</p> <p><b>The Board agreed the recommendations in the paper:</b></p> <ol style="list-style-type: none"> <li><b>1. The Board to acknowledge the progress made on the M4 Arc initiative.</b></li> <li><b>2. A further update will come to the May Board.</b></li> </ol> <p>11.20 am Gary Suttle and Bridget Downton left the meeting.</p>	
<b>5.</b>	<b>Governance</b>	
5.1	<p><b>Assurance Framework</b></p> <p>KM spoke to the Assurance Framework document. She explained that our Local Assurance Framework must adhere to the guidance laid out by Government in the National Local Growth Assurance Framework. She explained that the document will be reviewed annually at a minimum.</p> <p><b>The Board agreed the recommendations in the paper:</b></p> <ol style="list-style-type: none"> <li><b>1. Dorset LEP Board adopts the latest version of the Dorset LEP Local Growth Assurance Framework and delegate's authority to the Dorset LEP team to amend any spelling mistakes and small errors including changes to web links.</b></li> <li><b>2. Dorset LEP Board endorses Sara Uzzell as the Equality and Diversity champion.</b></li> <li><b>3. Dorset LEP is committed to continuous improvement of its governance through 2019/20.</b></li> </ol>	Agreed
5.2	<p><b>Financial Update (Confidential - Commercially Sensitive)</b></p> <p>LC updated on the budget.</p> <p>Matt Prosser asked the Board to acknowledge and thank Richard Bates and Heather Lappin for all their work as the LEP's S151 officers and accountable body. He informed that as of 1 April Aidan Dunn will be our new S151 officer.</p>	

Item	Notes and Decisions	Action
<b>5.</b>	<b>Governance Cont'd</b>	
5.3	<p><b>Budget 2019/20 (Confidential - Commercially Sensitive)</b></p> <p>LC updated the Board on the 2019/2020 Budget and asked them to approve this.</p> <p><b>The Board agreed and approved the 2019/20 budget.</b></p>	Agreed
<b>6.</b>	<b>Delivery</b>	
6.1	<p><b>Delivery Update (Confidential - Commercially Sensitive)</b></p> <p>KM gave an update on delivery.</p> <p>Finn Morgan (FM) gave an update on the Dorset Gateway.</p> <p>12.00 pm Nigel Evans and Cllr Janet Walton left the meeting</p> <p>John Sellgren mentioned the problems with BT and Open Reach and asked the Board to acknowledge the problems they have experienced with delivery of the Ultrafast project.</p> <p>KM then spoke to the second part of the delivery paper.</p> <p>12.30 pm AM left the meeting.</p>	
<b>7.</b>	<b>Papers for Information</b>	
7.1	<p><b>Sub Group Updates (Some papers are Commercial in Confidence - Board Members Only)</b></p> <p>The Board noted the papers.</p> <p>12.40 pm ALS left the meeting</p>	
<b>8.</b>	<b>Any Other Business</b>	
	<p><b>Board Membership Project</b></p> <p>LC informed the Board that Dorset LEP has commissioned a project to explore representation in relation to the LEP's work. Professor Iain MacRury will lead the work, which he is undertaking as part of CPD activity supported via the Tavistock &amp; Portman NHS trust. Board Members are to contact Iain.</p>	

Note: Date of Next Meeting is 28 May 2019 at The Tank Museum