

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING
22 JANUARY 2019 AT 1.30 PM TO 4.00 PM
KINGSTON MAURWARD COLLEGE
AGENDA

Time	Item	Subject/ Title	Presenter	Recommendation
	1.	Apologies and declarations of interest	Jim Stewart	
	2.	Minutes of last meeting and matters arising and Forward Plan	Jim Stewart	
	3.	Strategy		
	3.1	South West Energy Strategy	Martina Hanulova	<ul style="list-style-type: none"> • Recommendation: Dorset LEP Board adopts the Energy Strategy for Dorset. • Recommendation: Dorset LEP commits to work in partnership with CloS and HoSW LEPs in the development and delivery of a Delivery Plan. • Recommendation: Dorset LEP Board nominates a Clean Growth/ Energy Board member champion for this agenda, working with the Dorset LEP team and wider South West to develop a delivery plan. • Recommendation: Dorset LEP formalises the Clean Growth Steering group already established. • Recommendation: Dorset LEP to continue its support of the South West Energy Hub and to work with local partners (through the Clean Growth Steering Group) to put forward Clean Growth and Energy projects for investment.
	3.2	Strategy Update	Lorna Carver	
	4.	Delivery		
	4.1	Delivery Update	Martina Hanulova/ Lucy Green	Recommendation: Dorset LEP Board to approve Quarter 3 return (Appendix B) for submission on 23 January.

	4.2	Project Pipeline	Lorna Carver/ Martina Hanulova/ Lucy Green	
	5.	Governance		
	5.1	Budget	Lorna Carver	To inform and update the board on the latest financial position and highlight key changes from the previous update provided in November 2018
	5.2	Role of the Section 151 Officer	Richard Bates	
	6.	Papers for Information		
	6.1	Sub Group Updates: <ul style="list-style-type: none"> ▪ Connected Dorset ▪ Dorset Tourism Association ▪ Housing ▪ Inward Investment ▪ Rural Enterprise Group (<i>paper to follow</i>) ▪ Skills Board 		Papers to note
	6.2	Communications Update		Paper to note
	7.	Any Other Business		

Note: Date of Next Meeting - 28 March 2019 at Bournemouth University

DRAFT MINUTES

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

THURSDAY 22 NOVEMBER FROM 10.00 AM TO 12.30 PM

THE TANK MUSEUM, BOVINGTON

MINUTES

Board Attendees:

Andrew Wickham (AW)
Emma Hunt (EH)
Cllr Gary Suttle (GS)
Ian Girling (IG)
Jim Andrews (JA)
Jim Stewart (JS) (Chair)
Luke Rake (LR)
Cllr Mohan Ivengar (MI)
Nick Brook (NB)
Nick Gaines (NG)
Paul Read (PR)
Cllr Philip Broadhead (PB)
Cllr Rebecca Knox (RK)
Richard Smith (RS)
Sara Uzzell (SU)

Also Present:

Alex Crook (AC) (BEIS)
Andrew Flockhart (AF) (Borough of Poole)
Bill Cotton (BC) (Bournemouth Borough Council)
Bridget Downton (BD) (Purbeck District Council)
Daniel Turner (DT) (BEIS)
David Walsh (DW) (Dorset County Council)
Emma Taylor (ET) (BEIS)
Heather Lappin (HL) (Dorset County Council)
Kathryn Hill (KH) (Dorset LEP)
Lorna Carver (LC) (Dorset LEP)
Rob Dunford (RD) (Dorset LEP)

Apologies:

Alison Moore (AM)
Cllr Janet Walton (JW)
Cllr John Beesley (JB)
John Sutcliffe (JSu)
Nigel Evans (NE)

Presenting:

Tony Greenham - South West Mutual Limited
Darryl Tidd - Talbot Village Trust
James Gibson Fleming, Trustee, Talbot Village Trust
Professor Norman Apsley, Development Consultant, Talbot Village Trust
David West, Studio Egret West, Masterplan Architect
Neil Darwin - Deyton Bell

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Alison Moore, Cllr Janet Walton, Cllr John Beesley, John Sutcliffe, and Nigel Evans</p> <p>Declarations of Interest were received from:</p> <p>IG in relation to the Dorset Gateway JA in relation to the Growth Deal Projects for the Orthopaedic Research Institute and Institute of Medical Imaging and the Talbot Village Trust presentation PR in relation to a Growing Places Fund application</p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting.</p>	
3.	Guest Presentations	
3.1	<p>South West Community Bank</p> <p>Tony Greenham gave a presentation on the creation of the South West Community Bank. He explained that they need £3m to get to the provisional licence stage. They are talking to a broad range of investors. They have a mix of public and private investors and West Dorset Council have recently confirmed they will invest. The Head Quarters are currently in Exeter but the final decision has yet to be decided.</p> <p>The LEP Board agreed the recommendations below subject to the caveats that the LEP cannot guarantee the performance of the Bank.</p> <ul style="list-style-type: none"> To give public support to the formation of South West Mutual as a welcome addition to the landscape of financial provision in Dorset, particularly in contributing to sustainable and inclusive economic growth To make introductions where appropriate to potential investors, including local authorities, and other key stakeholders. 	
3.2	<p>Studio Egret West Talbot Quarter Proposals by Talbot Village Trust</p> <p>James Gibson, Darryl Tidd, Norman Apsley and David West introduced themselves.</p> <p>David West gave a presentation on the project, explaining the proposed plans.</p>	
4.	Delivery	
4.1	<p>Innovation Strategy</p> <p>Neil Darwin of Deyton Bell gave a presentation providing an overview of the work carried out to date on producing an Innovation Strategy for Dorset.</p> <p>A discussion took place around the table and a number of Board members confirmed they would be happy to have a discussion with Neil about innovation.</p> <p>Action: Draft strategy to be circulated to the board</p>	

Item	Notes and Decisions	Action
4.	Delivery Cont'd	
4.2	<p>Horizon 2038</p> <p>LC confirmed that Horizon 2038 was near completion.</p> <p>JS congratulated the LEP team for the huge amount of work put into this document.</p> <p>Action: KH to circulate the Horizon 2038 document to the Board by the end of the week.</p>	KH
4.3	<p>Local Industrial Strategy</p> <p>LC gave an update on the local industrial strategy and that Government has released guidance.</p> <p>The Board agreed all the recommendations in the paper:</p> <ol style="list-style-type: none"> 1. Board Members to note the progress 2. Board members to volunteer to be part of the steering group. 3. Please note the diagram to summarise the process. <p>Action: If any Board members would like to volunteer to be part of the Steering Group please email KH.</p> <p>Daniel Turner mentioned that they want to agree local industrial strategies in all areas by March 2020. They hope to communicate exactly what it will look like as soon as possible. It was stressed that the evidence base is very important. Collaboration is important.</p>	Board Members
4.4	<p>Local Industrial Strategy Cont'd</p> <p>AC explained there was an important cross over with the national and local strategies but Government need to see the LEP is doing what is right for Dorset. Focus on productivity and where those gains can be made for Dorset</p>	
4.4	<p>Partnership Working</p> <p>RD gave an update on partnership working and the work that has been done on Great South West. On 19 November a meeting was held with Jake Berry MP.</p> <p>All to note that Innovate UK are holding their south west conference on 30 January 2019 at Bournemouth University.</p>	
4.5	<p>Governance Update</p> <p>LC gave an update on governance. She explained that work on governance was always ongoing. She informed that we have our Annual Conversation with Government in December.</p> <p>JA left the meeting at 11.40 am</p>	

Item	Notes and Decisions	Action
5.	Delivery	
5.1	<p>Delivery Update (Confidential - Commercially Sensitive)</p> <p>RD gave an update on delivery. He mentioned the new Board Delivery Update email and if anyone has any comments to email him.</p> <p>RD updated that the Wessex Field application has gone in and that the Planning Board is in January.</p> <p>LR and EH left the meeting at 11.50 am</p> <p>PB and RK did not take part in the vote regarding recommendations 2 and 3.</p> <p>The Board agreed all the recommendations in the paper:</p> <ol style="list-style-type: none"> 1. Recommendation: The Dorset LEP Board accepts the recommendations from the independent assessment and approves progressing the Bournemouth University's IMI&V project from due diligence to grant agreement stage. 2. Recommendation: Dorset LEP Board approves the change request to merge the budget and back office administration for these projects. 3. Recommendation: Dorset LEP Board approves the change request to move £2.75m of Wessex Field funding to a new project called Cooper Dean, to deliver the widening of the A338 associated with Wessex Field. 4. Recommendation: Dorset LEP Board to approve Quarter 2 return for submission on 23 November. 	
5.2	<p>Project Pipeline Update (Confidential - Commercially Sensitive)</p> <p>RD gave an update on the project pipeline.</p> <p>RK left the meeting at 11.58 am</p> <p>He explained the process for the project pipeline and that there is up to £5m that could be used to fund some further projects. LC explained that the money had to be allocated and spent by third quarter 2020.</p> <p>The Board agreed all the recommendations in the paper:</p> <ol style="list-style-type: none"> 1. To approve the proposed next steps and their timing. 2. To volunteer to take part in the Board workshop. <p>Action: All to email KH if you would like to be part of the workshop to prioritise these projects.</p> <p>LR and PR volunteered</p>	<p style="text-align: center;">All</p>

Item	Notes and Decisions	Action
5.	Delivery Cont'd	
5.3	<p>Delivery Plan (Confidential - Commercially Sensitive)</p> <p>LC explained it is a requirement for us to have a Delivery Plan in place by April 2019. The Delivery Plan document will be emerging before April. AC informed that the LEP Network is working on what exactly this looks like. How we engage with more businesses, people, skills will be part of what is expected from the Delivery Plan.</p>	
6.	Governance	
6.1	<p>Budget (Confidential - Commercially Sensitive)</p> <p>LC spoke about the budget and a discussion took place.</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> <p>Dorset Tourism Association - RS informed at the last DTA Board meeting a discussion took place on the Dorset National Park and it was decided there was not yet a compelling case for transformational benefit of having a National Park within Dorset. The Dorset National Park Team will be providing further information to the DTA.</p> <p>RS also mentioned the Package Travel Directive that has come from BEIS and that small tourism businesses need to collaborate and this would block that collaboration.</p> <p>Action: AC to get RS a contact within BEIS for him to discuss this with.</p>	AC
7.2	<p>Communications Update</p> <p>The Board noted the paper.</p>	
7.3	<p>Local Nature Partnerships Update</p> <p>The Board noted the paper.</p>	
8.	Any Other Business	
8.1	LC informed the Board that the LEP is holding a Women's Business Leader lunch on Monday 26 November.	
8.2	<p>LC informed the Board that there is going to be a new round of Board Member Recruitment and an advert will go out shortly.</p> <p>Action: KH to circulate the new LEP Board Member recruitment information to the Board.</p>	KH
8.3	JS informed the Board that a 'Women in Maritime' event will be taking place in Poole in 2019.	
8.4	AC thanked the LEP Board for welcoming Daniel Turner and Emma Taylor to the Board meeting to observe and see how a LEP Board works.	

DRAFT MINUTES

Item	Notes and Decisions	Action
8.	Any Other Business Cont'd	
8.5	JS informed the Board that RD was leaving Dorset LEP. He thanked RD for all his hard work whilst working at Dorset LEP and wished him well in his new role.	

Note: Date of Next Meeting - 22 January 2019 at 1.30 pm at Kingston Maurward

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FORWARD PLAN

Dorset Local Enterprise Partnership Board Meetings

2019

Date and Time	Location	Items for Agenda
22 January 1.30 pm to 4.00 pm	Kingston Maurward College	<ul style="list-style-type: none"> • Delivery Update • Budget • Sub Group Updates • Communications Update • Role of the Section 151 Officer • Project Pipeline • South West Energy Strategy • Strategy Update
28 March 10.00 am to 12.30 pm	Bournemouth University	<ul style="list-style-type: none"> • Delivery Update • Budget • Sub Group Updates • Communications Update • Delivery Plan • Assurance Framework
28 May 1.30 pm to 4.00 pm	Tank Museum, Bovington	<ul style="list-style-type: none"> • Delivery Update • Budget • Sub Group Updates • Communications Update
25 July 10.00 am to 12.30 pm	Bournemouth University	<ul style="list-style-type: none"> • Delivery Update • Budget • Sub Group Updates • Communications Update
24 September 1.30 pm to 4.00 pm	Atlas Elektronik	<ul style="list-style-type: none"> • Delivery Update • Budget • Sub Group Updates • Communications Update
28 November 10.00 am to 12.30 pm	Bournemouth University	<ul style="list-style-type: none"> • Delivery Update • Budget • Sub Group Updates • Communications Update

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	22 January 2019	Item Number	3.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	South West Energy Strategy and the Clean Growth Agenda		
Recommendation	<ul style="list-style-type: none"> • Recommendation: Dorset LEP Board adopts the Energy Strategy for Dorset. • Recommendation: Dorset LEP commits to work in partnership with CloS and HoSW LEPs in the development and delivery of a Delivery Plan. • Recommendation: Dorset LEP Board nominates a Clean Growth/ Energy Board member champion for this agenda, working with the Dorset LEP team and wider South West to develop a delivery plan. • Recommendation: Dorset LEP formalises the Clean Growth Steering group already established. • Recommendation: Dorset LEP to continue its support of the South West Energy Hub and to work with local partners (through the Clean Growth Steering Group) to put forward Clean Growth and Energy projects for investment. 		
Papers are provided for:	Decision <input checked="" type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input type="checkbox"/>

1. PURPOSE

Present Dorset LEP with the South West Energy Strategy for sign off, as well as updating Dorset LEP Board on the wider energy and clean growth agenda across Dorset, the region and nationally.

2. SUMMARY/BACKGROUND
Background

In January 2018, Dorset LEP Board were presented a paper on the Clean Growth Opportunity for Dorset. It outlined that Clean Growth and energy have been identified as one of Government's Grand Challenges within the Industrial Strategy, because it is forecast that the UK clean growth sector could grow by an estimated 11% per year between 2015 and 2030 – four times faster than the rest of the economy – and could deliver between £60 billion and £170 billion of export sales of goods and services by 2030.

Energy underpins local economic growth acting as an enabler. It can also deliver growth through the development of the sector locally. Government has identified several ways in which energy will need to be considered to build an economy that works for everyone. These include:

- Upgrading energy infrastructure to enable growth
- Building the energy infrastructure needed for new technologies
- Delivering affordable energy and keeping energy costs down for businesses
- Delivering clean growth and securing the economic benefits of the transition to a low carbon economy

- Investing in science, research and innovation, including energy storage and grid technologies
- Supporting businesses to start and grow

Government has also identified the importance of consideration of Clean Growth and energy at the local level. Dorset LEP has also identified an ambition for Clean Growth in Dorset Horizon 2038. **By 2038, Dorset will become a leading low-carbon energy economy, diving efforts to deliver affordable energy to enable productivity and clean growth while protecting our natural environment.**

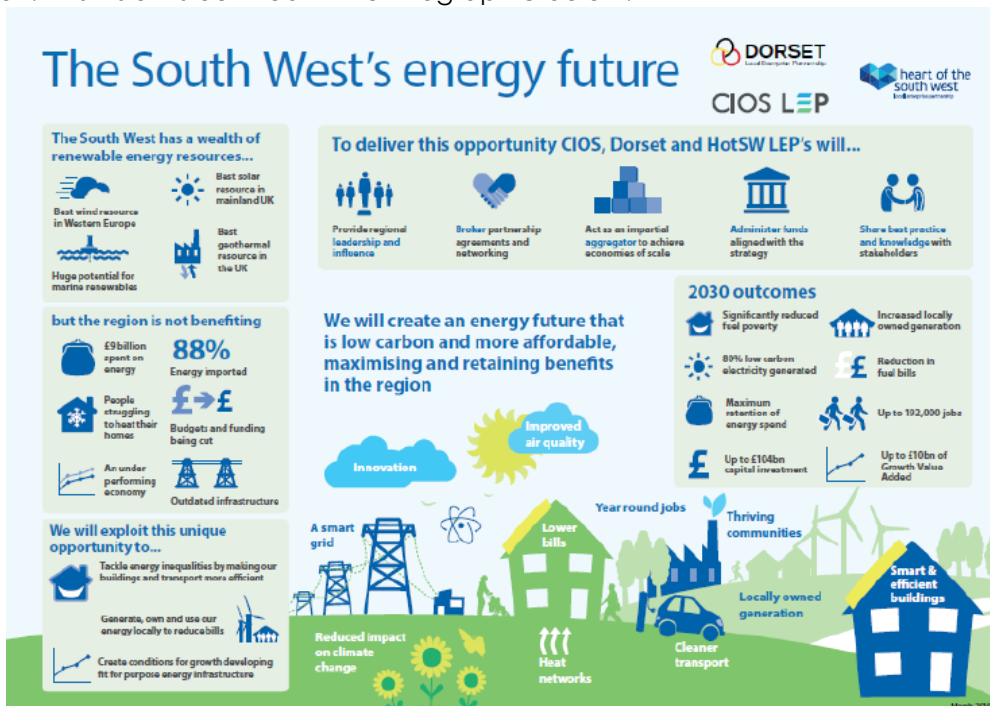
To develop this element of the Horizon 2038 document a Clean Growth steering group was set up with key stakeholders across Dorset including: Bournemouth University, Bournemouth Borough Council, Dorset County Council, Energeo, Local Nature Partnership, and SmartKLUB.

Energy Strategy

In 2017, in partnership with Cornwall & Isles of Scilly (CIoS) and Heart of the South-West (HoSW) LEPs, bid for and was awarded a £100k grant from the Government to develop an Energy Strategy for the area covered by these LEPs badged the South West. Through an open and transparent procurement process, led by HoSW, the Carbon Trust were appointed to develop and deliver the Energy Strategy.

The Carbon Trust undertook desk based research and literature review into each of the LEP areas, as well as local, regional and national policy, conducted scenario modelling (through Energy System Catapult) and completed extensive stakeholder engagement across this geography with specific workshops in each LEP area. The South West Energy Strategy has been developed to final draft form and is seeking sign off of the Strategy document as well as commitment to the next steps from each of the LEP Boards.

The Dorset, Cornwall & Isles of Scilly and Heart of the South West Energy Strategy has developed a common vision across the South West geography: **We will create an energy future that is low carbon and more affordable, maximising and retaining benefits in the region.** This vision is outlined in the infographic below:



The Strategy identifies the following high level key findings and highlights the challenges and opportunities relating to these:

- Some of the best renewable energy resources in the UK are located within the South West. However, currently the region is not benefiting from these resources.
- The energy system needs to transform. This transformation represents a unique opportunity for the South West due to the region's abundant renewable energy resources and can broadly be summarized by the four points below:
 - Electricity: the South West has the potential to be self-sufficient or even a net exporter of electricity by 2030.
 - Transport: a rapid increase in electric vehicles over the next two decades with the potential for a longer-term transition to a hydrogen economy.
 - Heat: an opportunity to tackle energy inequalities with more efficient buildings; deployment of heat pumps and heat networks.
 - Infrastructure: investment into bigger and smarter transmission and distribution grids to unlock the above.
- Massive capital investment would flow into the region.
- Industry is primed to realise this vision.

The Strategy identifies the role that LEPs have to play in this sector to take advantage of the transition to a clean growth and clean energy economy:

- **Leadership & influence:** the LEPs should set out and help realise the vision in this strategy, leveraging their unique position as a nexus across key stakeholder groups.
- **Brokerage:** as impartial bodies, the LEPs can play the "honest broker" role in bringing together different stakeholder groups.
- **Aggregation:** the LEPs are uniquely placed to act as an impartial regional aggregator in order to achieve economies of scale and maximise bargaining power.
- **Fund administration:** the LEPs should administer regional funds, including the UK Shared Prosperity Fund, which is due to replace the European Structural Investment Fund.
- **Knowledge sharing:** the LEPs or the SW Energy Hub can provide a regional nucleus around which knowledge can be built and shared.
- **Pipeline monitoring & signposting:** the LEPs can play a useful role in building a pipeline database of local energy projects, sharing it with the SW Energy Hub for aggregation across the region and signposting individual projects to LEP and Local Authority support.

The strategy outlines a five step Delivery Plan for the LEPs to realise the strategy. The Delivery plan is a separate, living document further developed collaboratively by the LEPs to reflect the dynamic, changing environment of the energy sector in the region and establishment of the SW Energy Hub.

As a result there are a number of **recommendations** for consideration for the Dorset LEP Board:

- **Dorset LEP Board adopts the Energy Strategy for Dorset**, making energy a strategic priority due to its vital role in support infrastructure such as housing and transport, both of which are critical elements of the energy system. This is used as evidence towards the development of the Dorset Local Industrial Strategy.
- **Dorset LEP commits to work in partnership with CloS and HoSW in the development and delivery of a Delivery Plan.**
- **Dorset LEP Board nominates a Clean Growth/ Energy Board member champion for this agenda**, working with the Dorset LEP team and wider South West to develop a delivery plan.

- **Dorset LEP formalises the Clean Growth Steering group** already established, and expands the membership to include those needed to help implement the strategy and Delivery Plan.

South West Energy Hub

To further support the local delivery of energy projects Department for Business, Energy and Industrial Strategy (BEIS) allocated £1.1 million to setup a local energy hub that will cover the geography of the seven South West LEPs*, with West of England Combined Authority (WECA) acting as Accountable Body.

*Seven South West LEPs include: Dorset, Solent, Heart of the South West, Cornwall and Isles of Scilly, Gloucestershire, Swindon & Wiltshire and West of England Combined Authority.

The key objective of the South West Local Energy Hub is to work collaboratively across the south west area to co-ordinate the identification and prioritisation of local energy projects and to undertake the initial stages of development for priority projects, up to a point where investment can be secured.

The South West Energy Hub will seek to:

- Aggregate the Energy Strategies across the South West to identify themes for delivery of projects across the South West;
- Increase the number, quality and scale of local energy projects being delivered;
- Raise local awareness of the opportunity for and benefits of local energy investment;
- Enable local areas to attract private and/or public finance for energy projects;
- Share best practice among the Energy Hub Partnership Board and wider locals;
- Identify options for the SW Energy Hub model to be financially self-sustaining after the first two years.

The South West Energy Hub Partnership Board is comprised of 1 representative from each of LEPs in the South West. The Partnership Board will:

- Provide overall strategic direction for the allocation and leverage of Hub funds
- Provide direction and support in relation to the development, delivery and implementation of Hub funded activities.
- Promote the Hub and the available support within the south west LEPs and their constituent Local Authorities, businesses, and Higher Education research base
- Receive regular Hub performance reports against programme KPIs and ensure that performance targets are met

To enable this delivery to take place a number of posts are currently being recruited to support a team based at WECA, some of which would be geographically dispersed:

- **Programme Manager** – already appointed
- **Technical Manager** focussed on feasibility, technical design, installation and grid connection
- **Energy Investment Manager** focussed on getting commercial understanding into business cases, financial due diligence and modelling and sourcing finance from the public and private sectors
- **Project Managers** to support LEPs as a local resource which has energy knowledge and the skill set to identify and develop projects. Three Project Managers should be recruited to serve local needs and also support other Hub and project requirements, if they have relevant technical background. Project Managers will be recruited to cover these LEP areas:
 - West of England and Gloucestershire
 - Swindon & Wiltshire, Dorset and Solent
 - Heart of Southwest and Cornwall

- **Project Officer** to support the wider team and the RCEF application and administration process

Recommendation: Dorset LEP to continue its support of the South West Energy Hub and to work with local partners (through the Clean Growth Steering Group) to put forward Clean Growth and Energy projects for investment.

3. RECOMMENDATION

- ***Recommendation: Dorset LEP Board adopts the Energy Strategy for Dorset.***
- ***Recommendation: Dorset LEP commits to work in partnership with CloS and HoSW in the development and delivery of a Delivery Plan.***
- ***Recommendation: Dorset LEP Board nominates a Clean Growth/ Energy Board member champion for this agenda, working with the Dorset LEP team and wider South West to develop a delivery plan.***
- ***Recommendation: Dorset LEP formalises the Clean Growth Steering group already established.***
- ***Recommendation: Dorset LEP to continue its support of the South West Energy Hub and to work with local partners (through the Clean Growth Steering Group) to put forward Clean Growth and Energy projects for investment.***

The papers for agenda Item 3.2 are not included as they are Commercially Sensitive

Some of the papers for agenda Item 4.1 are not included as they are
Commercially Sensitive

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	22 January 2019	Item Number	4.1.
Security Level:	Confidential <input checked="" type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input type="checkbox"/>
Paper Title	Delivery Update		
Recommendation	Recommendation: Dorset LEP Board to approve Quarter 3 return (Appendix B) for submission on 23 January.		
Papers are provided for:	Decision <input checked="" type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input type="checkbox"/>

1. PURPOSE

This paper gives an overview of programme delivery at Dorset LEP, it is accompanied by appendices, a number of which are classified as confidential, due to containing commercially sensitive information;

- Appendix A: Mary Anning Wing End of Project Report
- Appendix B: LGF Dashboard Quarter 3 report (Confidential)



DORSET

Local Enterprise Partnership

Mary Anning Wing

End of Project Report

December 2018

Project Summary

Dating from 1902, Lyme Regis Museum is a charming Edwardian building. As a very successful business in a scientifically important location (Lyme Regis is the home of palaeontology) the museum receives 25,000 visitors a year and is the most popular Dorset museum for school visits.

The Mary Anning Wing will be an extension providing the museum with the services it lacks. These are:

1. Provide a modern learning space enabling the museum develop a much wider range of activities and learning opportunities.
2. Enable the museum to develop a much wider range of activities for its existing volunteers and to recruit new volunteers.
3. Increase the museum's ability to meet the needs of local people through increased engagement with local pre-school and school groups and community groups.
4. Create a flagship geological gallery situated on the site of Mary Anning's house at the heart of the Jurassic Coast World Heritage Site.
5. Resolve the museum's significant public service issues by providing the currently absent public toilets and lift giving access to upper floors of the museum.
6. Stabilise energy consumption and create a much better environment for the conservation of the museum's varied collections.
7. Improve display of other collections by creating the space needed to run more varied temporary exhibitions.
8. Ensure the museum's economic sustainability by attracting more visitors and provide more retail space for the museum shop.
9. Contribute to the ongoing economic well-being of Lyme Regis.

Project start date	June 2013
Project construction start date	September 2016
Project completion date	July 2017



Review of Business Case

An outline business case was submitted in the call for projects for Growth Deal 3. As part of the due diligence assessment before projects were put forward to Government the project was assessed and received a BCR of 26. This project was included in a collection of four projects made to Government for Productivity in Tourism and Government agreed to fund each of the four projects, who each received £56,250 gap funding.

This contribution from Dorset LEP gave the final funding towards a £1,463,400 scheme. Lyme Regis Museum were successful in a Heritage Lottery Fund (HLF) bid as well as further fundraising to raise the remaining funding. Due to the rigorous HLF procedures, Growth Deal 3 initial process and the amount of funding awarded from Dorset LEP this was exempt from an independent business case review.

Due to the timing of the decision on funding, the project was already underway when it was agreed for Dorset LEP to gap fund the last element of the project.

Governance

This project reported straight to Dorset LEP Board through the programme management team.

Change Request

There were no change requests for this projects.

Planned Outputs and Outcomes

It is set out in the business case the outputs of the whole project would be:

- A Learning Space
- A re-configured fossil gallery, making the museum's key story more accessible to more people - including telling the story of Mary Anning, the world's first great fossil hunter and early woman scientist.
- Provide an expanded retail space
- Public toilets and a lift.

As a result of this work it will provide the following outcomes:

- New jobs – 2.5 FTE
- Increase in tourist numbers by 4.5k per annum
- Significant addition to the visitor economy in the Dorset rural economy
- Learning opportunities for local children will be enhanced
- Maintenance of an important, Grade II listed Edwardian building
- Strengthening and extending of an existing business
- Greater stability for existing important cultural charity
- New and extended venue for learning and community events
- It will further enhance the distinct Lyme Regis story as the 'home of palaeontology' and fossil hunting and Mary Anning as a scientifically important international story
- Local people's skills will be enhanced through the museum's comprehensive activities plan (2017-19)
- Volunteer opportunities will be enhanced
- Healthier outcomes for older people through engagement in worthwhile and meaningful activities

Achievement of Outputs

- Mary Anning Wing



- Learning space developed is 26 sqm – which is big enough to get one class in



- Fossil Gallery is 54 sqm



Outcomes

- First year visits (Jun 17 to Jun 18) 30,100, approximately 1,000 more than predicted.
- New jobs created in the first year is 2.2 in the organisation made up of:
 - 1.8 front of house staff
 - .2 marketing support
 - .2 extra caretaking/cleaning
- Jobs safeguarded **2.4**
 - Director
 - Deputy Director
 - Part time teacher
 - Part time geologist

Benefits Realised to date

- As a result of the project completed there has been significant extra work for additional jobs and work across Dorset for people that are brought into the museum
- Additional work for the local design house

Review of Project Objectives

RAG Review of Objectives	Status	Comments
Time		The project started and completed on time.
Cost		The project came in on budget.
Quality		The Mary Anning Wing was completed to a high specification.
Scope		The scope of the project changed before Dorset LEP were involved in the project.
Benefits		
Risk		There were no high risks identified throughout the delivery of this project.

Conclusion

Dorset LEP helped to secure £56,250 towards the cost of the Mary Anning Wing extension of Lyme Regis Museum via the Government's Local Growth Fund.

Lyme Regis Museum welcomed its most famous patron, Sir David Attenborough, to lead a special inauguration ceremony for the extension which opened in July. In the speech to over 200 museum supporters and funders, Sir David emphasised the importance of Lyme Regis to the development of the science of geology, and paid special reference to Lyme's Mary Anning, the world's first and greatest fossil hunter.

David Tucker, Director of Lyme Regis Museum said, "It was splendid that Sir David was able to help us thank the Heritage Lottery Fund, Dorset Local Enterprise Partnership and other institutions who have funded the Mary Anning Wing. We are immensely grateful for their support and will continue to do all we can to protect Lyme's heritage and contribute to the local economy."

Chair of Dorset Local Enterprise Partnership (LEP), Gordon Page, said: "Dorset LEP is pleased to have secured local growth funding from the Government to support this worthy project to benefit the local area and economy. Tourism is a key sector for Dorset and this impressive addition to one of Dorset's much-loved museums will help to contribute to the wider economic well-being of the region through the creation of jobs, and increased visitor numbers and local spend."

Lyme Regis Museum, a charity, is open all year and its small professional staff is supported by a talented team of trustees and volunteers who provide governance, expert advice on business and academic matters and research into Lyme's history. Volunteers also actively fundraise on behalf of the museum, and operate the museum's admission point and shop. Its auspicious patrons include author Tracy Chevalier, Professor Richard Lane, Professor Sir Ghillean Prance, Sir Crispin Tickell, Sir David Attenborough and previous Honorary Curator Max Hebditch. It is the most used museum by schools in Dorset.

Dorset LEP

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<http://dorsetlep.co.uk/delivery/local-delivery-the-growth-deal/mary-anning-wing,-lyme-regis/>

Lyme Regis Museum

Email: museum@lymeregismuseum.co.uk

Tel: 01297 443370

Web: <https://www.lymeregismuseum.co.uk/>

The papers for agenda Item 4.2 are not included as they are Commercially Sensitive

Papers for agenda Item 5.1 are not included as they are Commercially Sensitive

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	22 January 2019	Item Number	5.2
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Role of the Accountable Body		
Recommendation			
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

Presentation to be given by the Accountable Body S151 officer. Papers to follow

Some of the papers for agenda Item 6.1 are not included as they are
Commercially Sensitive

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	22 nd January 2019	Item Number	6.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Connected Dorset Sub Group – Update Report		
Recommendation	List of all recommendations for decision from Dorset LEP Board		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To provide DLEP Board with an update on recent activity.

2. SUMMARY/BACKGROUND

- The South East Dorset conurbation has successfully bid to become one of 12 city regions that can receive money from the Transforming Cities Fund. This will fund various infrastructure projects to reduce congestion, improve connectivity etc.
- An LA-specific Focus on Dorset Meeting decided on a method of scoring proposed Network Rail schemes to indicate which best fit with their priorities.

3. RECOMMENDATION

- There are no recommendations associated with this report.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	22 nd January 2019	Item Number	6.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset LEP Housing Update Paper		
Recommendation	That the Dorset LEP Board note the contents of this report and continues to communicate and promote the importance of prioritising housing growth in Dorset.		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The report has been prepared to give an update to the Board on key housing activities.

2. SUMMARY/BACKGROUND
Housing Infrastructure Fund Bids

In January 2018 it was reported to the Board that the Dorset authorities had submitted a number of bids for this Homes England administered funding in September 2017 accompanied by a letter of support from the Dorset LEP. The report further advised that the Board would be updated on the outcome of these bids.

The aim of this funding was to support the delivery of key infrastructure that would open up sites and improve viability for housing development. In February 2018 it was announced that the bids below had been successful, with a total grant funding of approximately £16.5m

Scheme	Infrastructure delivered	Funding
West Parley (EDDC)	Link Road	£2.2m
Gillingham urban extension (NDDC)	Transport and utilities infrastructure	£4m
Poole Town Centre (BOP)	Town Centre Regeneration	£6m
Chickerell Urban Extension (WDDC)	Internal link road	£1.5m
Isle of Portland (W&PBC)	Site stabilisation works	£2.8m

Further to this announcement Homes England advised that all bids would be subject to assessment under their due diligence procedures. Unfortunately this has been a lengthy process with uncertainty around timescales and the parameters of the assessment. Homes England acknowledge and accept that this has been a difficult process and have indicated that they hope to conclude due diligence early in the New Year. At present they have confirmed that funding for the West Parley and Gillingham schemes would be in the form of a loan rather than grant as originally indicated.

Dorset LEP has raised concerns with the delays experienced in the process and the general lack of communication directly with Homes England and continues to participate in the ongoing discussions between the councils' and Homes England. Further to this we

are advised that the MP for North Dorset is aware of these issues and has also been liaising with the relevant agencies on behalf of the area.

Dorset Housing Report Action Plan

Actions continue to be progressed with Dorset LEP completing all the actions specifically assigned for its delivery or co-ordination. It was agreed that the Action Plan would be comprehensively reviewed and updated by the Housing Sub Group early in the new year, with further progress actions to be identified and taken forward.

Building upon work initiated by the LEP the mapping allocated development sites further work is being progressed to integrate the mapping of sites for planned housing growth with strategic transport infrastructure.

Dorset Housing Building Sector

Work continues gathering intelligence on the local housing building sector and links have been made with the lead industry bodies with a view to future joint working and the LEP is currently working closely with the National Housing Federation on a round table event with the CEO's of housing associations operating in Dorset.

Purbeck Local Plan consultation response

Dorset LEP's formal response to the emerging Purbeck Local Plan was agreed and made in December 2018.

National Parks Review

Further to the Board Report of September 2018 a formal response to the National Parks Review chaired by Julian Glover was made in December 2018. The response summarised the concerns raised in the September Board report and the view agreed at this meeting that at this stage the LEP was not convinced of the business case for economic growth through the creation of a National Park for Dorset.

3. RECOMMENDATION

That the Dorset LEP Board note the contents of this report and continues to communicate and promote the importance of prioritising housing growth in Dorset.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	22 January 2019	Item Number	6,1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Update on Employment and Skills Policy priorities		
Recommendation	The Board is invited to note the paper		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To share current Dorset LEP priorities for focus in Employment and Skills.

2. SUMMARY/BACKGROUND
CAREERS PROGRAMME

We have strengthened contract monitoring and programme management for the Careers and Enterprise Company (CEC) programme as it increases scale and reach across our 56 mainstream secondary schools, expanding into middle school and special needs settings. An Enterprise Advisor recruitment campaign is being planned for February. We are continuing to follow up on the successful visit to Weymouth and Portland area of Claudia Harris Chief Executive of CEC. We will benefit from 10 days CEC funded peer-review support from a North East region Head Teacher who will help our programme's acceleration by sharing their experience. NE region has been the focus of national trials of innovative ways to achieve Gatsby Benchmarks in careers advice, including deeper employer engagement with schools and colleges.

DIGITAL SKILLS PARTNERSHIP

We were unsuccessful in our bid to DCMS for funding of three LEPs to establish a local Digital Skills Partnership. This was a highly competitive process from over 20 LEPs and we will now look at local options for taking forward this important work.

SKILLS BOARD

The new Skills Board meets on 16 January to finalise ToR and consider the recent summary of the skills contributions of HE/FE institutions. It is also hoped to appoint a Chair. Each LEP is receiving national funding of £75k to establish a Skills Advisory Panel and we anticipate this function will be fulfilled by the Skills Board. We are considering the best way to achieve this and to provide refreshed analysis of Dorset's labour market information.

3. RECOMMENDATION

The Board is invited to note the paper

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	22 January 2019	Item Number	6.2
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	PR & Communications Update for November and December 2018		
Recommendation	<ul style="list-style-type: none"> • Board to highlight future stakeholder engagement activity (visits, meetings etc.) • Board member organisations communications colleagues publicise the work of Dorset LEP as appropriate • Suggestions for inclusion in the newsletter please let Charlotte Knight know 		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To update the board on strategic PR and communications activity during November and December 2018.

2. SUMMARY/BACKGROUND

Horizon 2038 / Board member recruitment

Major communication campaigns in this period included the launch of Horizon 2038, our 20-year vision for growth, and board member recruitment drive. Both announcements were shared locally by Dorset Chamber of Commerce and Industry, nationally via the LEP Network, and generated high levels of engagement on social media.

Content from Horizon 2038 featured in Daily Echo coverage following our [exclusive interview](#) with business editor Darren Slade.

Website – request for quotes

A request for quotes for the re-design and hosting of the Dorset LEP website was issued in November. We have received four proposals and hope to have a contract in place within the next month.

Comms Priorities for 2019

- Annual Conference 2019
- Annual Report
- Local Industrial Strategy
- Dorset Gateway
- Dorset Enterprise Adviser Network
- Dorset Innovation Park
- New website
- Helping businesses prepare for Brexit

Dorset LEP website

Key statistics

	November / December	September / October	July/ August
Number of sessions	6,398	6,314	5,764
Number of page views	19,604	17,245	15,848
Users	4,222	4,379	3,907
New users	3,784	3,938	3,490

- Most popular pages visited (unique page views):
 - Business Support (601)
 - Dorset Innovation Park (598)
 - Projects in our area (557)
 - Meet the Board (548)
 - Media Centre (522)

Press releases, statements and announcements

[Placing health at the centre of growth](#)

[Women business leaders invited to help shape Dorset's economy](#)

[Dorset LEP releases twenty-year vision for growth](#)

[Dorset LEP's loan scheme is seeking new projects to support local economic growth in Dorset](#)

[Funding opportunities blog - December](#)

[Dorset Agritech Event](#)

[Innovation, Commercialisation And Networking Event](#)

[Women business leaders to help shape Dorset's economy](#)

[Major transport boost for the South East Dorset city region](#)

[Streamlined planning approved for Dorset Innovation Park](#)

[Dorset LEP 2018 Highlights](#)

[Expression of Interest: The Funding Hack - Writing winning applications](#)

[Dorset LEP is looking to expand its board](#)

Media coverage

Date	Outlet	Tone	title and link
02-	Bournemouth		
Nov	Echo	Neutral	The winners of the 2018 Dorset Business Awards
06-	Bournemouth		
Nov	Echo	Positive	80,000 jobs and an economy twice the size in Dorset LEP plan
13-			
Nov	Dorset Echo	Positive	First businesses at 'flexible workspace' on former atomic site
23-			
Nov	DCCI	Positive	Dorset's economy
23-			
Nov	LEP Network	Positive	Women business leaders invited to help shape Dorset's economy

27-			
Nov	DCCI	Positive	Dorset LEP releases twenty-year vision for growth
29-			
Nov	LEP Network	Positive	Dorset LEP is looking to expand its board
29-			
Nov	DCCI	Positive	Dorset LEP is looking to expand its board
04-			Dorset LEP produces 20 year vision for growth to help underpin it's
Dec	LEP Network	Positive	Local Industrial Strategy
05-			Dorset Local Enterprise Partnership (LEP) is seeking new project for its
Dec	DCCI	Positive	Growing Places Fund
13-	Bournemouth		
Dec	Echo	Positive	Dorset 'needs to improve its productivity'
16-	BBC Sunday		
Dec	Politics	Positive	Interview with Lorna Carver re: retail sector and Dorset's offer
31-	Bournemouth		
Dec	Echo	Positive	Work at Poole's Hunger Hill junction to re-start next week

Social media highlights

Below is a table containing all the key Twitter statistics for the month's of September and October.

	November	December
Average engagement rate	1.4%	15.7%
Average link clicks per day	6	4
Average retweets per day	5	3
Average likes per day	8	5
Average replies per day	0	0
Mentions	108	50
New followers gained	39	26

The top tweet from November 2018 was:



The purpose of this tweet was to let our followers know that we were hosting discussions about the opportunity for health to drive future productivity and growth in Dorset. This tweet generated 5,223 impressions and 26 engagements (likes, retweets etc.).

The top tweet from December 2018 was:



The purpose of this tweet was to highlight the fact that the Bournemouth Echo Twitter account had posted an article referring to the Horizon 2038 document. To gain further exposure I quote tweeted their tweet and provided another link directing traffic towards the Horizon 2038 document. This tweet generated 6,045 impressions and 33 engagements (likes, retweets etc.).

Our Linked In Group now has 450 members.

Dorset LEP newsletter

Our latest newsletter can be viewed [here](#). The open rate is 30.1%, which is above industry average (22%). We now have 548 subscribers. The top link clicked was the major transport boost for the south east dorset city region, followed by Horizon 2038.

Forthcoming events and announcements

20 January	Announcement of two new Enterprise Coordinator appointments
30 January	Innovation, Commercialisation And Networking Event (with Innovate UK and Bournemouth University)
1 February	Start of Dorset Enterprise Adviser Network recruitment drive campaign
8 February	Dorset Agritech Event (with Kingston Maurward College and Dorset County Council)
27 February	Funding Hack – Writing Winning Applications masterclass (Dorset Gateway)
28 February	Growing Places Fund project completion – The Factory
tbc	Launch of Innovation Strategy
4 March	National Apprenticeship Week
8 March	Invest in Dorset Ambassador meeting at RNLI, Poole
Tbc	Expected project announcements - AUB Innovation Studio project – start of construction / BU ORI phase 2 launch / Swanage Pier completion / Kingston Maurward College Growing Places Fund loan /

3. RECOMMENDATION

- Board to highlight future stakeholder engagement activity (visits, meetings etc.)
- Board member organisations communications colleagues publicise the work of Dorset LEP as appropriate
- Suggestions for inclusion in the newsletter please let Charlotte Knight know