

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING
25 JULY 2019 - 11.30 AM TO 12.00 PM
BOURNEMOUTH UNIVERSITY, BOARD ROOM, 5TH FLOOR, POOLE HOUSE
AGENDA

Time	Item	Subject/ Title	Presenter	Recommendation
11.00	1.	Apologies and declarations of interest	Jim Stewart	
11.05	2.	Minutes of last meeting and matters arising and Forward Plan	Jim Stewart	
	3.	Strategy		
11.10	3.1	LIS Update		Paper to note
	4.	Delivery		
11.10	4.1	Delivery Update	Katherine May	
	5.	Governance		
11.20	5.1	Budget	Lorna Carver	To inform and update the board on the 2019/20 Financial position.
11.25	5.2	Governance Update	Lorna Carver	<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.

				<ul style="list-style-type: none"> Diane Granell, Bournemouth and Poole College as nominated FE Director and Member in line with the Articles of Association.
	6.	Papers for Information		
11.30	6.1	Committee Updates: <ul style="list-style-type: none"> Dorset Tourism Association Inward Investment Rural Enterprise Group Skills Board Strategic Infrastructure 		Papers to note
	6.2	Communications Update		Paper to note
	7.	Any Other Business		

Note: Date of Next Meeting - 24 September 2019 at 1.30 pm at Bournemouth University

DRAFT MINUTES

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. PR 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>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 information 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.</p> <p>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

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 th July 2019	Item Number	3.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	The Dorset Local Industrial Strategy (LIS): Progress report		
Recommendation	That the LEP Board notes the content of this report.		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

This report covers provides a high level information update on progress across the Dorset Local Industrial Strategy development.

2. SUMMARY

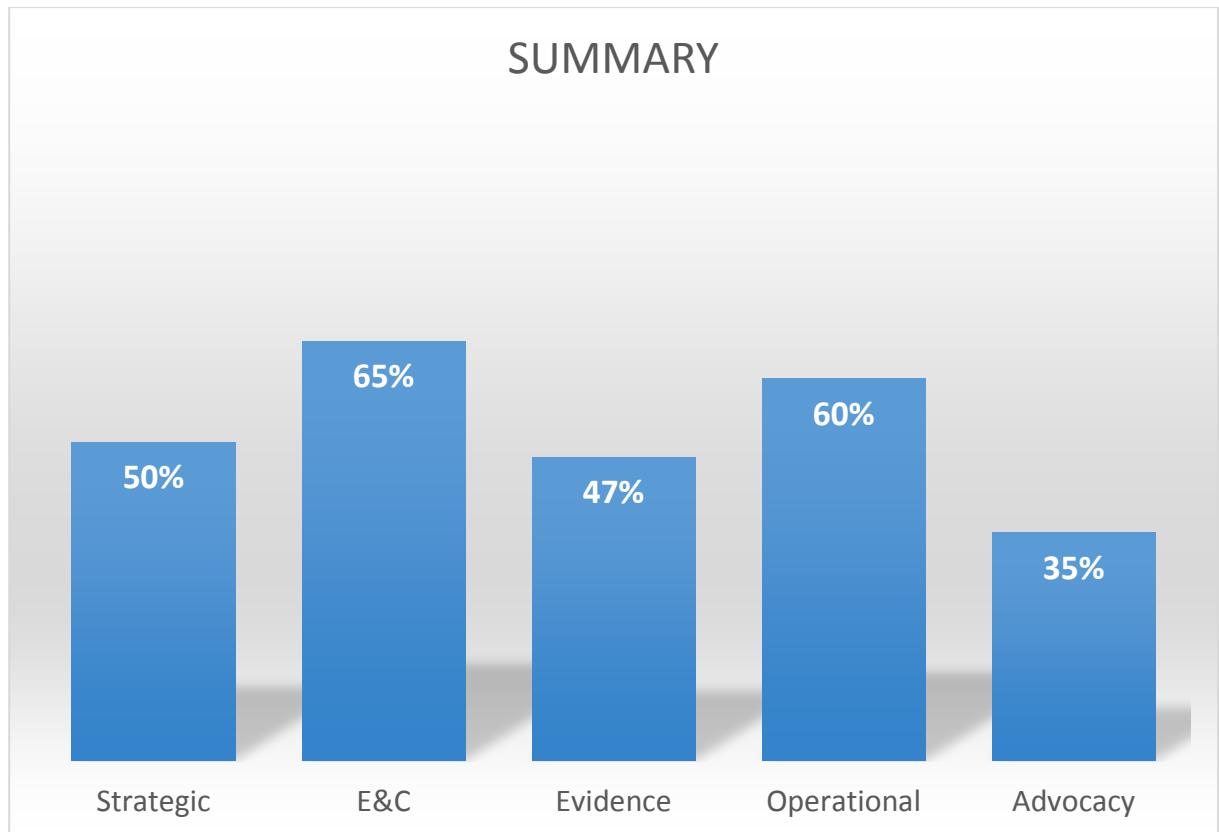
Progress across the LIS programme of development is broadly on-track and this report highlights key activity. It should be noted that the Board LIS Steering Group (who meet monthly) considered the delivery programme in detail at their previous meeting at the end of June 2019. The initial evidence base and economic narrative is now largely complete and has also been shared with a limited group of stakeholders from across deep dive themes and informally with HMG (LISA team). Activity is now focused on work to analyse various responses emerging from the wider 'deep dive' process to add a more qualitative and contextual content to the wider evidence base. Engagement also continues through delivery of our LIS comms and engagement plan, including with elected Members as part of an ESRC-funded initiative with the University of Southampton. The LEP Board will also focus further attention to prioritisation as part of an 'away day' held before the July Board, externally facilitated by the Government Cabinet Office's 'Policy Lab' Team.

3. INTRODUCTION

The LIS development team continues to make good progress – working in partnership across a number of stakeholders (public and private). We have almost completed the initial quantitative evidence pack, and by the end of July will be supplementing this with an initial qualitative input to add context and wider content. All of this information will form a critical part of our developing 'logic chain approach' to the final LIS. This information report highlights progress against overall programme, summarises the deep dive process and clarifies the governance related to prioritisation exercises in the Autumn.

4. PROGRESS:
A. Programme

Board Directors are receiving regular summary email updates and the Board LIS Steering Group continues to meet monthly. In summary, our overall programme progress (as against launch in January 2020) is as follows:



B. Operational overview:

Against overall timeline and specific activities in our programme plan, the following gives a headline sense of wider progress:

- The quantitative evidence base is largely complete. Initial consultation is also complete. The specific deep dive qualitative elements now need to be integrated and the evidence tested through the LISA process. It is anticipated that there will be some gaps in our evidence base that will need to be addressed over the coming months. The Dorset 'Independent Challenge Panel' will be meeting in August to also test the evidence.
- In terms of 'strategic' progress, the economic narrative is now complete and circulated to the Board. The initial scoping of the current strategy landscape is also nearing completion. The Board away day in July will be an important point to being to assert initial priorities. It is anticipated that this will form the basis for a Dorset LIS 'prospectus' to aid LIS development and test the overall narrative.
- Engagement and comms (E&C) is generally going well – including special events with elected members at both unitary authorities. Regular blogs, 1-2-1 business meetings and wider business events facilitated by the Dorset Chamber are all in progress.
- Operationally, the LIS development contract has now been let. Rothwell Ltd. have secured the contract (working with a small team from the company) alongside the DLEP team and stakeholders.

C. Risk:

RISK REGISTER		26/06/2019	
RISK	Mitigation	Rating	NOTES
Lack of capacity to achieve LIS in timeframe and to quality threshold.	Additional consultant support in place and progressing. Virtual team approach.		Procurement complete.
Failure to deliver LIS by end of 2019	Detailed project plan and clear milestones in place		Overseen by Steering Grp.
Lack of stakeholder support for LIS content	Comms and engagement plan in place and managed within overall project plan. Support at highest level by LEP Team and Directors. 'Virtual team approach'.		Deep Deeps in progress. ESRC events scheduled. Further events tbc.
External matters/unforeseen interdependencies impact on LIS sign-off (e.g. LA change, elections, SPF consultation, Brexit).	Scope out interdependencies and engage stakeholders during development process (including local MPs and Members).		Monitoring external interdependencies.
Failure to engage business community	Work with local business organisations, utilise a range of engagement platforms (on-line, physical).		Comms plan in progress. Additional support procured. Events & comms planned with DCCI.
Lack of robust evidence pack/base	Additional capacity on LEP team. Work closely and early with LISA.		DRAFT pack out for limited consultation for check/test.
Failure to achieve effective and transparent governance	Set-up governance across LEP Board, team and appropriate external orgs. Transparent approach to sharing information - on-line repository and regular comms through a range of channels.		NB: Challenge Panel confirmed.
Failure to engage diverse Dorset community.	Strong e&d approach to comms plan and good geographical spread of events.		Part of comms plan.

D. DEEP DIVES

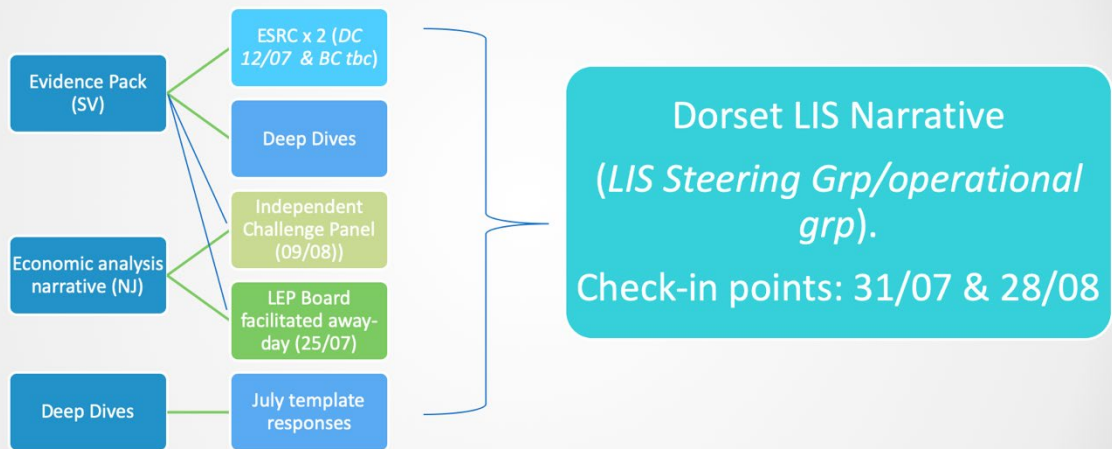
We are working with a range of existing and new groups to develop the qualitative evidence. In addition to these groups, key organisations such as our universities and colleges are also being asked for additional information:

Ideas	<ul style="list-style-type: none"> •Universities •SMART City+/Port etc. •Defence •Health •Creative •Link to B Ent + groups
People	<ul style="list-style-type: none"> •Health •Schools/Young people (CEC etc.) •Skills Board (Inc. SAP additional research) •HE/FE •Inter-generational event
Infrastructure	<ul style="list-style-type: none"> •LAs •LEP Infrastructure Group (housing and transport) •SMART/digital •Port
Place	<ul style="list-style-type: none"> •LA's •Coastal •LNP •Rural •Prosperity?
Business Enterprise	<ul style="list-style-type: none"> •Sector Groups •1-2-1 •Invest in Dorset •DCCI Events •Cluster work
GRAND CHALLENGE	<ul style="list-style-type: none"> •Ageing: Health Group •LNP: Clean Growth •AI? •Mobility? Smart ports?

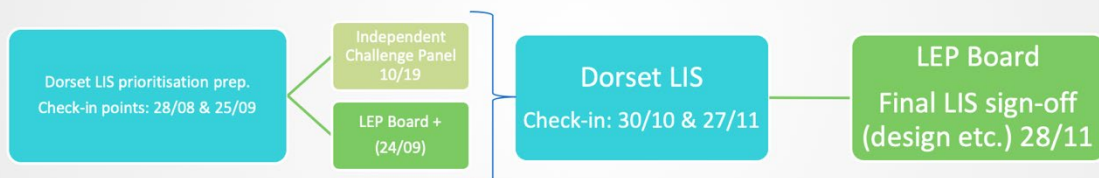
E. DEVELOPING THE NARRATIVE: *Testing, priorities and making choices*

The following gives the high level overview of governance and timing for development of the LIS:

June-August Dorset Economic Narrative



September – November: LIS Prioritisation/final narrative



Papers for agenda Item 4.1 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	25 July 2019	Item Number	5.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset Tourism Association Update		
Recommendation	For info only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

Update of DTA activities

2. SUMMARY/BACKGROUND

Ongoing work

3. RECOMMENDATION

Info Only

Strategy

The DTA Board has agreed the key items of strategy for tourism, which are:

- To at least protect our existing market share and scale of business in peak seasons as this is the key driver for profit
- To increase productivity in the sector. The sector has approximately 50% asset utilisation due to seasonality. The most significant gain in productivity can be made from growing out-of-season business.

Tourism Sector Deal

In June the Government announced a “Tourism Sector Deal” as part of the industrial strategy. This lays out that Destination Management Organisations, LEP’s and Local Authorities need work together to apply to be one of five Tourism Zones which will receive special focus.

With tourism responsible for up to one in eight jobs in the DLEP area, we very much want to be a tourism zone. The DTA are in active correspondence with the other parts of the Great South West to bring together a grouping which would be coherent and compelling. As it stands, this would seem to be Dorset, Somerset, Devon and Cornwall. The tourism zone proposals will include elements of investment in product, knowledge and skills.

We would like the endorsement of the DLEP to this approach working closely with the LEP chair.

Tourism Study

As part of the local industrial strategy and to build on the recent local authority mergers, the DLEP, BCP Council and Dorset Council have commissioned a study into how tourism works in the county and what the future structures should be. The study is also examining the evidence base that underpins decision making in the industry. It will complete at the end of August 2019 in order to feed into the Local Industrial Strategy and to inform our work in the tourism sector deal.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 July 2019	Item Number	5.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input type="checkbox"/>
Paper Title	Dorset LEP Inward Investment Team Report		
Recommendation	For information		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To brief the board on inward investment cross LEP co-operation and current activity within the key sectors.

2. SUMMARY/BACKGROUND

This report supports the DLEP's strategic objective for growth by attracting foreign direct investment to sustain and increase employment opportunity.

Investment is achieved through the delivery of the Memorandum of Understanding for foreign direct investment in partnership with the Department for International Trade (Investment Services Team).

3. RECOMMENDATION

For information.

KEY SECTORS FOR INWARD INVESTMENT:

Advanced Engineering & Manufacturing: Aerospace

South West Aerospace <http://www.southwestaerospace.co.uk/>

South West Aerospace is an informal group of the six South West LEPs for sector promotion primarily for inward investment. The project is led by the Director of Invest Bristol & Bath together with an aerospace consultant Yvonne Elsorougi and a GKN (Bristol) secondee to their team. The 3 key organisations representing the South West Aerospace community are all in a period of transformation. This will result in a better overall strategy and better regional support.

South West Aerospace

John Sutcliffe and David Walsh will meet consultants appointed by West of England Combined Authority to discuss the way forward.

Paris Air Show 2019, 17-23 June

- Dorset aerospace companies well represented with 4 Dorset Ambassadors – Cobham plc, KDC Group, Magellan Aerospace and Walker AEC.
- Collateral taken to the show was unchanged from that produced for Farnborough International Air Show 2018 and therefore included Dorset.

Aerospace MRO in Dorset

Short proposition finalised, circulated and available for use.

iAero

A voluntary group of South West aerospace Primes, West of England Aerospace Forum and LEPs to support the aims of the Aerospace Growth Partnership in the South West – Innovation – Skills – Supply Chain. The Aerospace Growth Partnership, also known as AGP, is a strategic partnership between government and industry which has been established to secure the future of the UK aerospace industry for the next 20 years and beyond.

Advanced Engineering & Manufacturing: Marine

South Coast Marine Cluster <https://southcoastmarine.org.uk/>

South Coast Marine Cluster is a formal group representing the marine sector across the South/South West and has a full time co-ordinator based at Heart of the South West LEP.

- The East Operational Sub Group to meet 17th July 2019 in Bournemouth
- New web site under construction.

Poole Maritime Festival (lead Rosaline Macnamara)

Poole Maritime Festival 3-6 June 2019. The focus this year was on "Looking to the Future" and how innovation in technology and smart systems is influencing the future of the sector. Feedback has been extremely positive.

Advanced Engineering & Manufacturing: Nuclear

<http://nuclearsouthwest.co.uk/>

Sarah Powell-Pisareva in contact with Corinne Matthews (Heart of the South West LEP Nuclear Sector lead) re NuclearSW Hinckley C Showcase event to be held in Bristol in September.

AgriTech

Department for International Trade

High Potential Opportunity for Inward Investment – Aquaculture

- Launched at the Dorset LEP Annual Conference, 24th May. Currently engaging interest from University of Plymouth
- Next promotional event: AquaNor, Trondheim, Norway, 20-23 August 2019. Charlotte Henderson to attend.
- DIT HQ webinars with Posts to discuss Dorset's HPO for Aquaculture booked for Wednesday 5th July and Thursday 6th July.
- Short proposition for Aquaculture - under preparation.

AquaNor 2019, Trondheim, Norway 20-23 August

Charlotte Henderson to attend the conference and exhibition.

- Main purpose to promote the Dorset Aquaculture HPO with DIT support.
- Arrange meetings with at a number of Foreign SME companies with interest in investment in Dorset's Aquaculture.
- Engage and build relationships with FCO and Post in Trondheim to discuss the HPO in detail, with the view to encourage further engagement Post can have with their network of companies.
- Ultimate purpose of having a list of companies to add to a pipeline of opportunity to be worked on in months to come with a keep in touch programme.
- Introduce to FCO Dorset's other leading sectors, AgriTech, Aerospace and Marine.

South West AgriTech

- Devon County Council has agreed to construct the web site, domain name established www.southwestagritech.co.uk
- AgriTech cluster map updated to include further business representation and centres of excellence <http://sw-agritech.cluster-map.com/>. Further promotion of cluster map and continued mapping of business by Dorset Council. Cluster map illustrated within the Aquaculture HPO as seen by DIT to demonstrate the importance of the agritech cluster strength within the South West and associated centres of excellence.
- DIT Game Changing Technologies for Agriculture 10th October 2019, London – presence and promotion in Market Place. DIT global invitation only.

Creative/Digital

An inward investment short proposition on VFX (special effects), currently at print.

DIT Gaming Sector National Proposition

A return made.

Financial Services/FinTech/Cyber Security

Cyber Security

Proposition for Dorset Cyber Alliance and awaiting printing.

FinTech

John Sutcliffe introduced to Post in Sweden to attend a FinTech event and stated the considerable amount of interest in this sector and the potential of increased growth.

Marketing Collateral

To produce 5 Short Inward Investment Propositions for Dorset with Chalk Manor PR:

- Aerospace MRO (Maintenance – Repair – Overhaul) **COMPLETED**
- 5g broadband **COMPLETED**
- VFX at Bournemouth University (special effects) **AWAITING PRINTING**
- Aquaculture **WORK IN PROGRESS**
- Cyber Security **AWAITING PRINTING**

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 th July 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 skills update Verbal update on Skills capital fund		
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

DORSET ENTERPRISE ADVISORY NETWORK AND CAREERS HUB

Dorset LEP continues to deliver the Enterprise Advisor Network across Dorset. The programme continues to seek support from local business to act as Enterprise Advisors (senior business volunteers who work strategically with schools and colleges on their Careers Plan and employer engagement) and would welcome involvement from the Board or their wider networks. Contact Kathryn Hill in the first instance for more information / to volunteer.

Following the successful bid for a Wave 2 Careers Hub in Dorset, Dorset LEP is in the process of recruiting a Careers Hub Lead and Enterprise Co-ordinator. The Lead will work as part of the LEP skills team to accelerate learning and good practice in careers advice across 40 Dorset schools and colleges, measured by eight Gatsby Benchmarks of careers support. The Enterprise Coordinator will work intensively, as part of the LEP skills team, in seven schools and colleges in the Weymouth and Portland area. This reflects the significant challenges faced by the college and schools in this deprived area.

The Dorset Careers Hub will be officially launched on **Friday 8th November 2019 in Weymouth**

DORSET SKILLS BOARD, SKILLS ADVISORY PANEL & SKILLS ANALYSIS

As members will be aware LEP's have been provided with £75k to support the development of local Skills Advisory Panels and the development of comprehensive Skills Analysis. The Skills Advisory Panel will have responsibility for overseeing the development of up to date, in depth and robust skills and labour market intelligence in Dorset and the development of a Skills Analysis for the area.

A contract for the development of skills and labour market evidence and the Dorset Skills Analysis has been awarded and work will be proceeding shortly.

A significant amount of work has taken place to develop improved understanding of the Dorset economy and skills .There is clear alignment between the development of Dorset's Skill Analysis and the Local Industrial Strategy.

The 'people' productivity foundation is both a stand-alone priority and a 'cross-cutting' agenda throughout the LIS.

SKILLS CAPITAL FUND

In January 2019 Dorset LEP Board agreed to allocate up to £1.5m to Skills Capital Projects if funding became available to re-allocate through the Growth Deal Programme. In May 2019 Dorset LEP Board was able to allocate £1m. There will be a verbal update following the Skills Board meeting on 24th July.

3. RECOMMENDATION

The Board is invited to note the skills update .

Verbal update on Skills capital fund

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 July 2019	Item Number	6.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Strategic Infrastructure Update		
Recommendation	For information		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

Dorset LEP Board approved the amendment to the Governance Structure in May 2019. The following briefing has been written, as a way of update on these themes, ahead of the establishment of the Strategic Infrastructure Committee.

2. SUMMARY/BACKGROUND

The new Strategic Infrastructure Committee will provide oversight of strategic infrastructure development and delivery in Dorset and wider region including transport, digital, housing and clean growth. Bringing together key partners the committee will identify and help to deliver integrated, efficient and sustainable strategic infrastructure priorities in the area.

Clean Growth & Climate Change

Energy Strategy

Cornwall and the Isles of Scilly (CloS), Dorset and Heart of the South West (HoSW)LEP's launched their Energy Strategy on [1 July](#). The final version of the Energy Strategy is available [here](#). The 3 LEPs are now working on a delivery plan for the strategy; this will have 3 areas of focus for the South West and 3 individual plans for each LEP. These are currently being developed and will be reviewed at the first Strategic Infrastructure Committee meeting.

South West Energy Hub

Dorset LEP is continuing to work with the South West Energy Hub to and has been working closely with the Project Manager assigned to Dorset and the HoSW LEP to champion the good work taking place across Dorset and identify opportunities for investment.

Climate Change Adaptation event

Dorset Local Nature Partnership in partnership with Dorset LEP ran an event in June focusing on Climate Change Adaptation.

Digital

The '5G in Action: Working together to build the connected communities of tomorrow' conference took place on the 5th of July at the Hilton, Bournemouth. The event brought together key 5G stakeholders to discuss the technical and practical considerations that need to be taken into account when rolling out a 5G network, as well as the benefits that the technology can provide. Prior to the event, Dorset LEP deputy chair and board member, Sara Uzzell, considered this step-change in connectivity capability during an article on the [LEP network website](#).

Housing

Dorset LEP continues to examine the role of housing within the local economy and setting housing growth within the context of the development of a Local Industrial Strategy for Dorset.

Work continues in gathering market intelligence on the local housing building sector and Dorset LEP was recently invited to give a presentation at a round table discussion chaired by the CEO of the National Housing Federation that brought together leading Housing Associations, Homes England and Dorset council's.

Moving forward Dorset LEP awaits the publication by the Construction Industry Training Board (CiTB) on the second wave of Construction Hub Funding, with discussion already underway with delivery partners and the CiTB to progress a bid for Dorset.

Transport

Connected Dorset update

- The draft business case for Transforming Cities funding has been made, with bids valued at £142-147m. Consultants are drawing up a timetable for developing the bid further before final submission in November.
- The main projects in the bid are for improving and creating cycle lanes; bus and rail improvements; improving network management and sustainable transport generally. Links are also being made to the health agenda (air quality etc.)
- The Western Gateway Sub-National Transport Body (STB) has met for the first time. All proposed schemes for the STB to work on have been accepted and forwarded to the DfT for approval.
- Smart Cities (now called Smart Places) is working with the Clinical Commissioning Group as they have a lot of data and contribute a lot of traffic to the roads. By improving connectivity, they can use their data more efficiently and will cut down on the need for face-to-face meetings, reducing traffic. There are also hopes that Smart Cities could strengthen Dorset's manufacturing base, as several local companies currently don't have broadband or Wi-Fi, as connectivity is so poor.
- Poole High Street has progressed to the next round of the Future High Streets fund (for struggling high streets). Poole is one of 51 streets eligible for a share of £650m, and Poole will be allocated approx. £150k to form business case. A further £55m has also been set aside for heritage projects, which Poole has also bid for.
- As everything Connected Dorset does has a major impact on the climate, the Dorset Transport Portfolio Holder asked that the group consider the impact on the climate when making decisions

South East Dorset Urban Mobility Strategy

Dorset LEP in partnership with BCP and Dorset Councils has commissioned AECOM to develop an urban mobility strategy for the South East Dorset city region. The strategy will refresh the 2012 South East Dorset Multi Modal Transport Study (SEDMMTS) and develop an updated, modern transport strategy for the region, in line with the government's Industrial Strategy. The new strategy will consider all current and emerging policy, data, innovation and technological developments, emerging trends in transport and make use of the latest tools and best practice in the industry.

The refresh will carry out rigorous assessment of potential transport interventions that reflect current best practice, new technology and emerging 'smart' approaches to sustainable city planning. It will set out an evidence based strategy with the range of transport interventions required over the next 15/20 years to facilitate planned growth,

deliver widespread health and social benefits and ensures the South East Dorset area remains a world class place to live, work and do business.

Initial stakeholder engagement is taking place in July, with further stakeholder engagement later in September. This project is funded through the Local Growth Fund, as part of the BIG Programme. The SEDUM Strategy will provide evidence for the Local Industrial Strategy.

3. RECOMMENDATION

None, for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 July 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 May – June 2019		
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 Connor Tracy 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 May and June.

2. SUMMARY/BACKGROUND
Annual Business Conference

Our 2019 Annual Business Conference took place on Friday 24 May from 8.30am at Bournemouth University's Talbot Campus.

Plans to double Dorset's economy and create 80,000 jobs were among the key aims highlighted at the major conference. An update was also given on the development of the Local Industrial Strategy (LIS).

Attending delegates learned about exciting proposals to capitalise on the county's rich potential for aquaculture.

Other highlights included an update on the Bournemouth Christchurch and Poole Cultural Enquiry shaping a long term vision for the area; and the re-launch of LEP's Dorset Ambassadors scheme aiming to champion the county.

Delegates heard that themes emerging from consultation with business have included ageing populations, talent recruitment and retention, housing affordability, work-life balance, the 'Dorset' brand, digital and creative industries, productivity and promotion of the area as a vibrant 'Coastal City Region'.

Professor Nigel Jump, of Bournemouth University, presented LIS research and identified broad areas for going forward: Dorset as a Coastal City Region; bespoke connectivity for better transport links, digital capabilities and infrastructure; and social and environmental fusion to combine business growth and social wellbeing.

The LEP will continue to consult and look at feedback in detail before the LIS is launched in the autumn.

Another key part of the conference was the launch of the county's 'High Potential Opportunity' for aquaculture, including fish farming and processing.

Lorna Carver, LEP director, led the conference and hosted an interactive voting session posing questions on how to boost Dorset's economy.

Results included backing the creation of a Coastal City Region, greater connectivity, and social and environmental fusion.

Rob Emony, partnership manager from the Department for International Trade, and Atlas Elektronik UK director of business development, John Sutcliffe, told delegates Dorset is a unique location nationwide for aquaculture.

Other speakers at the conference included Dougie Scarfe, Bournemouth Symphony Orchestra chief executive, who outlined progress on the BCP Cultural Enquiry, and Cllr Spencer Flower, the new leader of Dorset Council, plus Graham Farrant, chief executive of Bournemouth Christchurch and Poole Council.

Website

The new website process is nearing completion. It will be launched on 15/07/19.

LIS

Communications activity during this period has focused on supporting the development of the Local Industrial Strategy, including survey promotion, emerging priorities and invitation to tender.

The main contributor to the Local Industrial Strategy's exposure and reach was the Annual Business Conference. Prof Nigel Jump, of Bournemouth University presented delegates with more information and research on broad areas for the future: Dorset as a Coastal City Region; bespoke connectivity for better transport links, digital capabilities and infrastructure; and social and environmental fusion to combine business growth and social wellbeing.

The survey, emerging priorities piece and invitation to tender were posted on social media as well as our website. All three received good levels of engagement.

Another successful aspect of May and June's LIS comms was John Vinney, Vice-Chancellor at Bournemouth University writing a blog detailing how Bournemouth University are keen to support the LIS.

Annual Report

The Annual Report will capture our key achievements from April 2018 – March 2019. The publication is expected to be completed over the summer.

Instagram

The Annual Business Conference 2019 saw the launch of our Instagram account. In the lead up to launching our Instagram, we built up a following by following local businesses, government and other LEP contacts. Building this initial community allowed us to secure 111 followers in just three days.

During the conference we posted an Instagram story documenting the day's events through images and short videos. These have been archived on our profile. We saw this as the perfect opportunity to provide a snapshot of the day's events to our followers who couldn't make the conference.

Our first post got 32 likes, and 2 comments, both stating 'Looks great'.

You can follow our Instagram account at @DorsetLEP.  



3. COVERAGE AND ANALYTICS

Dorset LEP website

Key statistics

	November / December	January / February	March / April	May / June
Number of sessions	6,398	6,623	7,442	7,708
Number of page views	19,604	18,383	19,871	24,196
Users	4,222	4,391	5,179	5,016
New users	3,784	3,976	4,702	4,540

- Most popular pages visited (unique page views):
 - Dorset LEP Homepage (1,794)
 - Careers in Dorset (577)
 - Dorset Innovation Park (573)
 - About us – Dorset LEP Team (361)
 - Project Grid (246)

Press releases, statements and announcements

[Climate Change Adaptation in Dorset: Call for evidence](#)

[Invitation to Tender – Local Industrial Strategy Development](#)

[Dorset announced as Careers Hub to help transform careers education](#)

[Partnership boost for The Factory social enterprise hub](#)

[High Potential Opportunity for Dorset's Sustainable Aquaculture](#)

[Conference looks to future](#)

[DLEP Conference 2019](#)

[An overview of the key issues for Dorset](#)

[Bold actions, innovation, collaboration and connection must be at the heart of Dorset's Local Industrial Strategy](#)

[Funding Opportunities – June 2019](#)

[LEPs agree to make energy and clean energy a priority for the South West](#)

[Dorset LEP secures £3.45 million for transport improvements in Gillingham](#)

Media /stakeholder coverage

Date	Outlet	Tone	title and link
01- Jan	Dorset Business Focus	Positive	Dorset LEP's loan scheme is seeking new projects to support local economic growth in Dorset
01- Jan	Dorset Business Focus	Positive	Meet Dorset Gateway
01- Jan	Dorset Business Focus	Positive	Swing Needed in Dorset's 'Dinosaur Tail'
08- Jan	Bournemouth Echo	Neutral	Cutting cars over four years will boost journey times in Bournemouth and Poole by 12 per cent, says council
11- Jan	Bournemouth Echo	Positive	Planning decisions to be made within 28 days at Dorset Innovation Park
16- Jan	Bournemouth Echo	Neutral	Hunger Hill 'switchover' set for Sunday
21- Jan	Bournemouth Echo	Neutral	Council urged to approve Wessex Fields by private firm it appointed to consider scheme

22-	Jan	LEP Network	Positive	LEP business toolkits point local firms to best Brexit advice
22-	Jan	Dorset Echo	Neutral	Future Dorset plan has 'extensive support', claims Dorset County
24-	Bournemouth			
Jan	Echo	Positive	Bournemouth and Poole 'could bid for City of Culture status'	
25-	Arts			
Jan	Professional	Positive	South West towns join forces in 'creative coastline' vision	
28-	Bournemouth			
Jan	Echo	Positive	Arts Council boss: 'You could be England's creative coastline'	
01-	Dorset			
Feb	Business Focus	Positive	Attracting talent in Dorset	
01-	Dorset			
Feb	Business Focus	Positive	Dorset Gateway	
05-	Bournemouth			
Feb	Echo	Positive	Dorset LEP: Help us show the county's advantage	
07-			Dorset LEP Growing Places Fund loan for Kingston Maurward College	
Feb	DCCI	Positive	Animal Park	
11-				
Feb	Dorset Echo	Positive	Kingston Maurward's animal park receives £250,000	
13-	Bournemouth			
Feb	Echo	Positive	20 questions about a no-deal Brexit	
19-				
Feb	Dorset Echo	Positive	A Dorset Agritech event was held at Kingston Maurward College	
27-	Bournemouth			
Feb	Echo	Positive	Work on A338 Spur Road at Blackwater	
27-				
Feb	DCCI	Positive	Dorset Gateway – Business opportunities for March	
01-	Dorset			
Mar	Business Focus	Positive	Dorset Local Industrial Strategy - call for evidence	
01-	Dorset			
Mar	Business Focus	Positive	Dorset Gateway	
08-			Female-led businesses outside of London grew faster than those in the capital last year, new figures show	
Mar	The Telegraph	Positive		
14-	BBC News			
Mar	Dorset	Neutral	Bournemouth hospital road junction gets final go-ahead	
15-				
Mar	DCCI	Positive	Have your say in Dorset's economic future	
25-				
Mar	Dorset Echo	Positive	Dorset LEP urging businesses to shape future of county	
26-				
Mar	DCCI	Positive	Dorset Gateway – Signposting to business support	
28-	Dorset Council			
Mar	news	Positive	Planning process at enterprise zone nominated for award	
01-	Dorset			
Apr	Business Focus	Positive	Have your say in shaping Dorset's economic future	
01-	Dorset			
Apr	Business Focus	Positive	Dorset LEP's annual business conference	
01-	Dorset			
Apr	Business Focus	Positive	The Dorset Local Enterprise Partnership's bid writing support service	
04-	Bournemouth			
Apr	Echo	Positive	NatWest event looks to remove barriers to women in business	

04-	Apr	DCCI	Positive	Dorset LEP appoints two new board members
05-	Apr	LEP Network	Positive	Dorset LEP appoints two local business leaders to its board
13-	Apr	Dorset Echo	Neutral	Calls to breath new life into Weymouth amid worries seaside towns are 'being left behind'
22-	Apr	Dorset Echo	Positive	Education and Employers gives career inspiration to students
22-	Apr	Bournemouth Echo	Positive	Dorset 'could be UK's California' says business chief
23-	Apr	Dorset Echo	Positive	Dorset 'could be UK's California'
21-	May	Bournemouth Echo	Positive	Dorset gets new Careers Hub
20-	May	Dorset Echo	Positive	Drive to support borough's youngster as Dorset becomes a "career hub"
27-	May	Bournemouth Echo	Positive	Dorset Business Awards
05-	Jun	Bournemouth Echo	Positive	Solent and Dorset LEP to join forces under plan to boost area

Social media highlights

Below is a table containing all the key **Twitter** statistics for the months of April, May and June 2019.

	April	May	June
Tweet impressions	38.7k	27.3K	35.0k
Profile visits	1,333	1,284	780
New followers	30	26	40
Mentions	75	76	89

The tweet with the most impressions from May and June was:

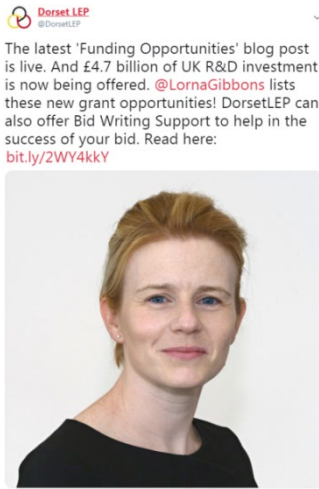


The purpose of this tweet was to invite local businesses to complete a LIS survey to be in with the chance of winning a hamper full of locally sourced food and drink. This shows that competitions are liked by the DLEP audience.

This tweet generated 4,329 impressions and 64 engagements.

For greater engagement (as shown by the tweet below) media must be included, in this case a photo of the hamper would have been fantastic to see.

The tweet with the highest engagement rate from May and June was:



Our **Linked In** Group now has 471 members. From April – June 2019 we uploaded 11 posts.

Our top Linked In post was announcing Dorset as one of 20 new Careers Hubs to support young people. This post linked to a press release and used 4 hashtags. The post also included a well-staged photo of 'The Careers & Enterprise Company'. This post received 8 likes and 1 comment.

Dorset LEP newsletter

Our latest newsletter can be viewed [here](#). The open rate is 27.9%, which is above industry average (22%). We now have 538 subscribers. The top link clicked was the Dorset LEP business conference.

Forthcoming events and announcements

25 July	Board Meeting	Board Meeting
Aug		
10 Sep	BAU	Board comms update (meeting paper) due
15 Sep	Newsletter	Issue DLEP newsletter
23-Sep		
24-Sep	Board Meeting Growth Deal	Board Meeting Port of Poole - Cabot Lane / Broadstone Way design options

4. 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 Connor Tracy know