

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD**25 NOVEMBER 2021 FROM 10.00 AM TO 12.30 PM****ZOOM MEETING****MINUTES****Board Attendees:**

Arabella Lewis-Smith (AL)
Cecilia Buffon (CB) (Chair)
Diane Grannell (DG)
Cllr Drew Mellor (DM)
Emma Hunt (EH)
Ian Girling (IG)
Jim Andrews (JA)
Jim Stewart (JS)
Cllr John Beesley (JB)
John Sutcliffe (JSu)
Luke Rake (LR)
Nick Gaines (NG)
Nicola Newman (NN)
Sara Uzzell (SU)
Cllr Spencer Flower (SF)
Cllr Tony Ferrari (TF)

Also Present:

Aidan Dunn (AD) (Dorset Council)
Corrina Osborne (CO) (Dorset LEP)
Daniela Doncakova (DD) (Dorset LEP)
Elizabeth Spence (ES) (BEIS)
Erin Davey (ED) (BEIS)
Finn Morgan (FM) (Dorset LEP)
Graham Farrant (GF) (BCP Council)
Kathryn Hill (KH) (Dorset LEP)
Rebecca Davies (RD) (Dorset LEP)
Sandra Rothwell (SR)

Apologies:

Andrew Wickham (AW)
Paul Read (PR)
Sophia Story (SS)

Presenting:

Paul Shand from DIT

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Andrew Wickham, Paul Read and Sophia Story</p> <p>There were no Declarations of Interest.</p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.</p>	
3	<p>Interim Director's Update</p> <p>CO said she would take her paper as read. She updated the Board that the LEP Review has been delayed and we are expecting this will be announced before the end of the year. She updated that we had a positive mid-year review with Cities and Local Growth Unit in September. CO updated the Board on the progress of the project pipeline and that the four selected outline business cases have inception meetings in November. It is anticipated the full business cases will be completed by the end of February.</p> <p>ES confirmed that the LEP Review outcome was expected by the end of the year and that the Levelling Up White paper had been de-coupled from the Comprehensive Spending Review. ES informed that plans to expand the British Banks Regional Fund to cover all of the South West had been announced and that Dorset Council had been successful with their Community Renewal Fund bids. Unfortunately, neither Levelling Up bids had been successful in Dorset but a meeting had been arranged with Dorset Council about the second round of funding planned in the spring.</p> <p>CB confirmed that we are feeding back about the impact of the uncertainty of the LEP Review and what the impact of this delay is causing on us to Government via the LEP Network.</p> <p>JB asked for a concise draft of the current LEP Review situation and impact to be provided to JB, DM, SF and TF who will make those representations to the MPs in their areas and then follow through with direct conversations with them.</p> <p>Action: CO to provide JB, DM, SF and TF with a paper detailing the impact in the delays in the LEP Review.</p> <p>All approved the following recommendations:</p> <ul style="list-style-type: none"> • It is recommended the Board note the ongoing delay to the LEP review. • It is recommended the Board notes the positive outcomes of our reviews with government and corporate activity around the business case pipeline and supporting key sectors. • It is recommended the Board continue to delegate detailed oversight to the Dorset LEP FACR. 	<p>CO</p> <p>All approved</p>

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4.	<p>Chair's Update</p> <p>CB started by saying she would like to thank CO, RD and the Dorset LEP team for keeping momentum and delivery at pace. She confirmed that the work of the Great South West was still continuing and through this we are putting pressure on Government around the LEP Review.</p> <p>LR went on to say that they are working very hard with Karl Tucker from Heart of the South West LEP to prepare a rural briefing paper which was presented at the GSW All Party Parliamentary Group meeting and this was well received. LR mentioned he had an opportunity this afternoon to see a representative from the Department of Agriculture and Fisheries with Chris Loder this afternoon who is visiting Dorset today.</p> <p>CB updated that she attended the Business South conference dinner recently and had the opportunity to meet with a lot of southern businesses.</p>	
5.	<p>Guest Presentations</p>	
5.1	<p>DIT: UK Government's Export Strategy</p> <p>Paul Shand (PS) introduced himself and explained he is Head of Trade for the South West, Department of International Trade (DIT) and works to help businesses to export and drive investment into the region and is responsible for:</p> <ul style="list-style-type: none"> • Encouraging businesses to trade and ensuring they can access the support they need to grow overseas. • Promoting the South West as a destination for overseas investment. • Working with regional partnerships (including the Western Gateway) and other parts of government to help grow the South West economy. <p>PS explained that the new campaign is 'Made in the UK, Sold to the World'. Dorset and Dorset businesses can adapt it to 'Made in Dorset, Sold to the World'. The campaign is flexible and can be made local. He set out the context in which the strategy is being launched and reminded the attendees that the pandemic has had a huge impact on exporters and that the UK is an independent trading nation now that we have left the European Union. He explained that the vast majority of exports have been to the EU and USA but the global economy is changing, especially in the India/pacific region and it is expected to see those economies grow. He stated there is an expectation that those markets will be equal to that of the G7 in export demand and that DIT are reaching out and pushing exporting businesses into new markets and that the UK exports around £1 trillion a year.</p> <p>He went on to run through the twelve point action plan. The Export Support Service was launched a few months ago as a single front door for businesses looking for help. The South West is one of the regions doing more activity to try and level up the economy across the UK. He stated the LEP was very much a part of this through ERDF fund.</p> <p>The UK Export Academy, which was successfully piloted in the South West, including Dorset, and this is for new exporters or companies that are interested</p>	

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5.	Guest Presentations	
	<p>DIT: UK Government's Export Strategy Cont'd</p> <p>in exporting. This initiative upskills those key staff within a company to start exporting and how to go about taking a product or services overseas.</p> <p>Export Networks is something DIT are trying to increase.</p> <p>UK Trade Show Programme is a tool available to businesses looking to go overseas and demonstrate their business.</p> <p>PS went on to update on what this means for Dorset. One of the key parts of the offer to businesses is the International Trade Advisor support; there are 30 advisors based in the south west and are skilled individuals, have been exporters and know the markets. They work with businesses to help develop a strategy and execute that strategy and work with overseas advisors. They are putting on a lot of events and look to Dorset LEP's Growth Hub to help promote those events. PS explained that that relationship is working very well in Dorset and they are working with Finn to see what more can be done with cross referrals.</p> <p>IG mentioned that there is currently a massive issue at the moment around logistics.</p> <p>PS explained that they know logistics is an immediate issue. The Government response at the moment is that this is a global issue and not just related to the UK. They are trying to help through the Export Supportive Service to give advice and support. If you have got that container stuck at a border, you can now go through DIT who can look at what the issue is and get in touch with colleagues abroad.</p> <p>IG questioned the role of the Dorset Chamber of Commerce as this had not yet been mentioned in the presentation. PS explained this was not a deliberate omission and said that DIT do work with the Chambers but that they need to do more. He said they want to work more closely with Dorset LEP to target companies, reaching out to investors overseas.</p> <p>CB thanked Paul for attending the meeting and presenting to us.</p>	
6.	Governance	
6.1	<p>Finance, Audit and Corporate Risk Committee (Confidential - Commercially Sensitive)</p> <p>DG took the paper as having been read and confirmed that the FACR Committee had seen the latest finance paper and approved it. She informed that since the meeting the second tranche of 2021/22 core funding had been received and the paper was updated to reflect this. DG updated on the outstanding action on the audit function and that it has been agreed with the Accountable Body that we would have up to 4 days a year of audit time used at the Committee's discretion. She said the earlier Board discussion had covered the LEP Review and confirmed there was nothing else she wished to bring to Board's attention today.</p> <p>She recommended the Board noted the finance paper and this was agreed.</p>	All noted

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6.	Governance	
6.2	<p>Nominations and Remuneration Committee (Confidential - Commercially Sensitive)</p> <p>JA noted the significant contribution from EH and DG to the LEP over the last few years and thanked them both. He mentioned that as EH and DG held nominated places on the Board, we have received notification of their replacements. We also have two new Board members joining and also have some Committee vacancies.</p> <p>The Board approved the recommendations in the paper below:</p> <ul style="list-style-type: none"> • The Board are recommended to approve appointing Paul Gough as the AUB representative, replacing Emma Hunt, as a Board Member and member of the CIC from 1 December 2021. • The Board are recommended to approve appointing Liz Williams and May Palmer as co-opted Board Members and members of the CIC, for a period of one year, from 1 December 2021, with the timescales outlined in this paper. • The Board are recommended to approve appointing Phil Sayles as the FE representative, replacing Diane Grannell, as a Board Member and member of the CIC from 1 January 2022. • The Board are recommended to note the appointing of Jim Stewart to replace Emma Hunt on the Nomination & Remuneration Committee following a Written Procedure. • The Board are recommended to appoint a private May Palmer to join the Finance, Audit and Corporate Risk Committee as the Chair in the November Board meeting. 	All approved
6.3	<p>Performance and Investment Committee (Confidential - Commercially Sensitive)</p> <p>NN took the paper as read. She informed that the focus of the Committee has been keeping the money in Dorset and therefore the LEP team was carefully managing the Getting Building Fund projects, to ensure they deliver on time and on budget. NN stated that there are a couple of larger projects that the Committee felt should have a Board mentor. NG volunteered to mentor one of the projects and she asked for volunteers for the others to email CO.</p> <p>The Board approved all the recommendations in the paper.</p>	
7.	Strategy	
7.1	<p>Enterprise Zone Committee</p> <p>JSu took the paper as having been read. He explained that, in terms of growth of the site, he was comfortable in terms of progress and where we are and that the direction of travel is clear in terms of the investment plan.</p>	

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7.	Strategy	
7.1	<p>Enterprise Zone Memorandum of Understanding Cont'd</p> <p>CB thanked Tony Ferrari and John Sellgren for all the work they have put into this from Dorset Council side.</p> <p>CO said she took the late paper regarding the Memorandum of Understanding (MoU) as read. She explained that Dorset LEP and Dorset Council have been working on an updated MoU and have sought independent advice on the recommendations presented in the paper. She advised the Board that for Dorset LEP and Dorset Council, the focus of the MoU is to maximise the success of the park at pace.</p> <p>CB thanked Tony Ferrari and John Sellgren for all the work they have put into this from Dorset Council side.</p> <p>The Board approved the recommendation in the paper:</p> <p>It is recommended the Board approves the creation of a Memorandum of Understanding for the Enterprise Zone, using the principles of the four funds articulated within this paper and its Appendix.</p>	All approved
7.2	<p>Business Growth and Inward Investment Committee</p> <p>FM said he will take the paper as read and that there are no formal recommendations, other than to note the positive outcome of the Growth Hub Annual Review with BEIS.</p> <p>JSu said the review of the Committee was ongoing, that there is great work going on with FM and the Gateway team and there will be an update on the outcome of the Committee review at a future Board meeting.</p> <p>CB asked FM to pass on the Board's thanks to the team for all the work they are doing.</p> <p>It is recommended the Board:</p> <ul style="list-style-type: none"> Notes the positive outcome of the Growth Hub Annual Review discussion with Government. 	The Board noted
7.3	<p>Strategic Infrastructure Committee</p> <p>NG informed that the Strategic Infrastructure Committee was largely about sharing and gathering information and was not yet in a mode of prioritising works. He advised the Board that the Committee is awaiting the outcome of the LEP Review to make sure they have the right focus and urged Board members to review the papers and minutes online.</p>	
7.4	<p>Skills Advisory Panel and Board</p> <p>EH said she would take the paper as read. She mentioned the Post 16 Skills Bill is currently making its way through Government. EH said there are lots of conversations about where skills fit, whether it is about skills for the here and now or skills for the future. The Skills Commission is looking at future skills needs,</p>	

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7.4	<p>Skills Advisory Panel and Board Cont'd</p> <p>for 20/30/40 years' time and expressed her gratitude to Dorset LEP and the two councils for reaching this point.</p> <p>DM informed that BCP Council had a small cabinet reshuffle and one post that has been created is a Skills Lead. He stated they recognise the importance of the skills agenda and how it aligns to Levelling Up.</p> <p>EH thanked RD and all the team for all the work they are doing to support skills in the region.</p> <p>CB referenced the Constructing Excellence Group which she had recently attended and its link to schools, skills and apprenticeships.</p> <p>LR mentioned that the FE Colleges are very well linked into apprenticeships but there is certainly a gap between skills provision and work force demand and this is driven by national policy. He stated that Dorset should be increasing engagement in schools with Gatsby benchmark and the Chambers.</p> <p>DG said it is important that schools are required by the system to engage with skills and until people stop seeing the ideal progression as GCSEs, A Levels and university it is a challenge. She mentioned the influence of parents as being a major factor too and stated there needs to be a move from focusing on skills on a limited career basis – for instance a career in construction can include management and is not limited to labouring.</p>	
8.	Papers for Information	
8.1	<p>Advisory Group Updates</p> <p>The Board noted that the Dorset Tourism Association has been meeting every other month since the pandemic to discuss the impact on the industry. The key risks are around staffing and skills. It noted that the tourism impact for 2021 has been more like a normal season. For 2022 they will revert to quarterly meetings which will be themed and any Board members wishing to join one of these should contact CO.</p> <p>SU informed that in general tourism businesses are in reasonable shape but they are genuinely scared about skills and staffing. There is a need for collaboration and tourism is part of the 'what to do' with Dorset she emphasised that it does connect with export and attracting investment, digital, creative, sport and all the reasons people to come to live and work in this area. SU stated there is an optimistic outlook.</p> <p>NG suggested that in view of the global green agenda, there will be more domestic tourism. We already have a great offer but now we have the opportunity to significantly scale up. He asked what is Dorset doing to help create a sustainable step change in tourism income.</p> <p>SU mentioned the key is sustainable tourism, as Dorset is are already full in the summer. We need to get around the issue that we are seasonal and have an all year round, solid, sustainable tourism business.</p>	

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9.	Any Other Business	
	CB ended the meeting by thanking both DG and EH for everything they have done for the LEP, for their work on Committees and on behalf of the Board wish them all the very best.	

Note: Date of Next Meeting - 25 January 2022 at 1.30 pm