

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING
25 MARCH FROM 10.00 AM TO 12.30 PM
ZOOM MEETING
AGENDA

Time	Page No	Item	Subject/Title	Presenter	Recommendation
10.00		1.	Apologies and declarations of interest	Cecilia Buffon	
10.05	3	2.	Minutes of last meeting and matters arising and Forward Plan	Cecilia Buffon	
10.15	13	3.	Director's Update	Lorna Carver	None - for information only
		4.	Guest Presentations		
10.20	16	4.1	Department for International Trade Update	Thomas Webb	None - for information only
10.40	17	4.2	Great South West Tourism Partnership	Samantha Richardson	None - for information only
11.00	18	4.3	Strategy Update	Lorna Carver Jason Clark	It is recommended the Board approve working with partners to finalise the Balanced Business Score Card. It is recommended the Investment Prospectus Partnership Balanced Business Score Card is reported on under the strategy section of the Board paper pack.
		5.	Governance		
11.20	20	5.1	Delivery Plan	Lorna Carver	It is recommended the Board endorse the 2021/22 Delivery Plan
11.30	28	5.2	Communications Update	Corrina Osborne	None - for information only
11:35	30	5.3	Board Finance report	Lorna Carver	The Board notes the 2020/21 financial position
11.40	31	5.4	Finance, Audit and Corporate Risk Committee	Lorna Carver	It is recommended that the Board approve the 21/22 budget

11.50	32	5.5	Performance and Investment Committee	Daniela Doncakova	The Board notes the recommendations in the paper
11.55	33	5.6	Overview and Scrutiny Committee	Corrina Osborne	None - for information only
		6.	Strategy		
12.00	34	6.1	Strategic Infrastructure Committee	Corrina Osborne	None - for information only
12.05	35	6.2	Business Growth and Inward Investment Committee	Finn Morgan	<ul style="list-style-type: none"> To note funding for Peer Networks in 2021/22 and promote the opportunity to participate in this programme To promote the funded specialist support being offered to businesses around EU/UK Transition To promote the two programmes being offered by the Department for International Trade To note the priority areas for FDI business support for 2021/22 and alignment of local and national approaches
12.10	43	6.3	Skills Advisory Panel and Board	Rebecca Davies	None - for information only
12.15	47	6.4	Enterprise Zone Committee	Corrina Osborne	None - for information only
		7.	Advisory Groups		
12.20	48	7.1	Advisory Group Updates		Papers to note - for information only
12.25		8.	Any Other Business		

Note: Date of Next Meeting - 25 May 2021 at 1.30 pm

DRAFT MINUTES

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

26 JANUARY 2021 1.30 PM TO 4.00 PM

VENUE: ZOOM MEETING

MINUTES

Board Attendees:

Andrew Wickham (AW)
Arabella Lewis-Smith (AL)
Diane Grannell (DG)
Cllr Drew Mellor (DM)
Cecilia Bufton (CB)
Emma Hunt (EH)
Ian Girling (IG)
Jim Andrews (JA)
Jim Stewart (JS) (Chair)
Cllr John Beesley (JB)
John Sutcliffe (JSu)
Luke Rake (LR)
Nick Gaines (NG)
Nicola Newman (NN)
Paul Read (PR)
Sara Uzzell (SU)
Sophia Story (SS)
Cllr Spencer Flower (SF)
Cllr Tony Ferrarl (TF)

Also Present:

Amy Blackham (AB) (Dorset LEP)
Aidan Dunn (AD) (Dorset Council)
Bill Cotton (BC) (BCP Council)
Corrina Osborne (CO) (Dorset LEP)
Elizabeth Spence (ES) (BEIS)
Graham Farrant (GF) (BCP Council)
John Sellgren (JSe) (Dorset Council)
Kathryn Hill (KH) (Dorset LEP)
Lorna Carver (LC) (Dorset LEP)
Martina Hanulova (MHN) (Dorset LEP)
Matt Prosser (MP) (Dorset Council)
Rebecca Davies (RD) (Dorset LEP)

Presenting:

Sandra Rothwell (SR)

Apologies:

Nick Brook (NB)

Item	Notes and Decisions	Action
1.	<p>Apologies were received from Nick Brook.</p> <p>Declarations of Interest were received from:</p> <p>JS in relation to the Getting Building Fund item 5.3 IG for all items relating to the Business Support Programmes DG for all items relating to B&P College LR for all items relating to Kingston Maurward College EH for all items relating to the Arts University Bournemouth JA for all items relating to Bournemouth University.</p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.</p>	
3	<p>Director's Update</p> <p>LC informed the Board that the Annual Performance Review with BEIS was taking place in February and reminded everyone that this is reporting on strategy, governance and delivery.</p> <p>LC mentioned that there was also a peer review being organised with the Marches LEP and facilitated by the Centre for Governance & Scrutiny. LC highlighted that there had been a peer review with another LEP held last year which was a useful exercise.</p> <p>LC also informed the Board that all South West LEP CEOs would be collectively meeting with Mike Greatwich, the new South West Head of Place.</p>	
4.	Guest Presentation	
4.1	<p>Dorset Investment Prospectus</p> <p>LC ran through the introduction of the presentation slides. She explained that the Investment Prospectus it is a living document and will be regularly updated as activities get delivered and new opportunities arise. The four big portfolios are Smart, Well, Natural and Living.</p> <p>SR explained that her brief was to look at the content and ensure that it would stand up to test and challenge and that making things happen and associated communications and marketing work would need to be undertaken by those with expertise following the completion of the Investment Prospectus. SR reiterated that the Investment Prospectus is based on the LEP evidence base particularly that from LIS, Skills and Covid-impact. SR then ran through the rest of the presentation.</p> <p>SR went on to explain that it was much clearer where the investments were from the public sector than the private sector, and therefore a market test was undertaken. This took the shape of an open proforma to all stakeholders for big ideas over the next 10 years and more than 50 were received, with a significant proportion from the private sector. Cushman and Wakefield liaised with potential investors and developers to find out what they were looking for. Two things came back from the process, it became clear in asking Dorset for the big ideas was at that what point LEP could add value in landing these big ideas. It was clear that Dorset LEP has been instrumental in strategy development and overseeing programme delivery but what remains is at what point could Dorset LEP get involved in taking those ideas forward to maximise scale and impact.</p>	

Item	Notes and Decisions	Action
4.	Guest Presentation Cont'd	
4.1	<p>Dorset Investment Prospectus Cont'd</p> <p>Discussions through the LIS Steering Group have included when Dorset LEP might get involved in pipeline ideas. The benefit of having two unitary councils and stronger engagement with MPs is that there is a great opportunity to speak with one voice and hopefully the Investment Prospectus will move us forward in this.</p> <p>A discussion took place around what was needed for the marketing of the Investment Prospectus. It was agreed that this is a useful underpinning document and that there may be a need for different documents for different audiences/markets. The Government need one document explaining how we can deliver their policy focus, for large business a document explaining why they should invest here and for small business one explaining how we can help them survive/thrive in the future.</p> <p>It was explained at the LIS Steering Group the implementation plan will be discussed and a steer gained from the Board on this. This is a 10-year prospectus and we will not be able to do everything straight away, just where the immediate focus is and opportunities that we know right now.</p> <p>The recommendations in the paper were discussed and agreed:</p> <p>RECOMMENDATION: Support the overall Dorset Investment Prospectus content and portfolios (smart, well, natural and living).</p> <p>RECOMMENDATION: Identify a small editorial group of Directors (x 4) to finalise copy and design during February 2021.</p> <p>RECOMMENDATION: This editorial group to support a launch (and communications plan) for March 2021.</p>	<p>All agreed</p> <p>All agreed</p> <p>All agreed</p>
5.	Governance	
5.1	<p>Communications Update</p> <p>AB updated the Board that there is a continued focus on business support initiatives. CB asked if there was a forward-looking communications plan and AB explained there was a plan as to what communications to release and to which audience.</p> <p>PR asked whether anybody collects the outcomes or benefits that come out of the communications and AB explained that this is something that is being looked at as part of the forward planning.</p> <p>It was mentioned that there are a number of Board members that have a wealth of contacts they can utilise for comms when needed.</p> <p>The Board noted the paper.</p> <p>David Walsh joined the meeting at 2.45 pm</p>	

Item	Notes and Decisions	Action
5.	Governance Cont'd	
5.2	<p>Nominations and Remuneration Committee</p> <p>Sophia Story left the meeting at 3.00 pm.</p> <p>JA ran through the paper and the recommendations in it. The board approved the recommendations below:</p> <p>RECOMMENDATION: To approve Sophia Story joining the Board as a full Board Member and Member.</p> <p>RECOMMENDATION: To formally thank Richard Smith for his 6-year stint on the Dorset LEP Board which came to an end in December 2020.</p> <p>All people on the Board Member pipeline list are approved as committee members</p> <p>Sophia Story re-joined the meeting at 3.05 pm.</p>	<p>All agreed</p> <p>All agreed</p>
5.3	<p>Performance and Investment Committee (Confidential - Commercially Sensitive)</p> <p>MH spoke to her paper.</p> <p><u>LOCAL GROWTH DEAL</u></p> <p>MH explained that the £100m programme is on target and we will be working closely with all partners to ensure all programmes closed successfully.</p> <p>RECOMMENDATION: The Board notes the Local Growth Fund Deal financial update, including risks identified.</p> <p>JSu acknowledged MH and the Local Authorities hard work that has gone into delivering this and wanted to thank MH for this.</p> <p>MH explained she will be taking a year off for maternity leave and CB wished her well.</p> <p><u>GETTING BUILDING FUND</u></p> <p>The recommendations below were approved by the Board via written procedures on 12 January 2021.</p> <ul style="list-style-type: none"> The LEP Board approves £1,216,792 of the Getting Building Fund for the Border Control Post Project, subject to MHCLG's approval and successful resolution of the Dorset LEP due diligence process in line with the Local Assurance Framework. The LEP Board approves additional £200,000 of the Getting Building Fund for the Public Trade Office, subject to MHCLG's approval. 	<p>All noted</p> <p>All noted</p> <p>All noted</p>

Item	Notes and Decisions	Action
5.	Governance Cont'd	
5.3	<p>Performance and Investment Committee Cont'd (Confidential - Commercially Sensitive)</p> <ul style="list-style-type: none"> NOTE: The Board formally notes the Getting Building Fund recommendations 1 and 2 approved by the Board via written procedures on 12 January 2021. <p>MH informed that Board that The Getting Building Fund is all committed and to be completed by March 2022.</p> <p>The recommendation below was shared with the LEP Board via written procedures on 13 January 2021 and is pending approval at the time of writing this report. Should the Board approve the recommendation below by 20 January 2021, it will be officially noted at the January Board meeting.</p> <ul style="list-style-type: none"> Dorset LEP Board accepts the recommendations from the independent assessment and approves progressing the Border Control Post project from due diligence to grant agreement, subject to the receipt of value for money statement from S151 Officer. NOTE: The Board formally notes the Getting Building Fund recommendation progressing the Border Control Post to funding agreement approved by the Board via written procedures on 20 January 2021. <p><u>GROWING PLACES FUND</u></p> <p>MH ran through the recommendations in the paper relating to the Growing Places Fund.</p> <ul style="list-style-type: none"> RECOMMENDATION: The LEP Board approves the submitted change request to extend the Dorset Council's Ultrafast Broadband grant agreement from 31 March 2021 to 31 December 2021. NOTE: Board notes the update on Canford Renewable Energy Limited. NOTE: Board notes the update on Stokeford Farm. NOTE: Board notes the update on ReidSteel. NOTE: The Board notes the decision made by the Performance and Investment Committee on the proposed £5,000 fee charged for due diligence on future Growing Places Fund applications. 	<p>All noted</p> <p>All agreed</p> <p>All noted</p> <p>All approves</p> <p>All noted</p> <p>All noted</p> <p>All noted</p> <p>All noted</p>
5.4	<p>Finance Report (Confidential - Commercially Sensitive)</p> <p>LC explained we are within budget, which has been set and continuing to deliver against it.</p>	

Item	Notes and Decisions	Action
5.	Governance Cont'd	
	<p>Finance Report Cont'd (Confidential - Commercially Sensitive)</p> <p>CB asked about the interest rate and AD explained that Dorset Council undertakes treasury management on behalf of Dorset LEP. The interest rate at beginning of the year was higher and it fell early in the financial year due to Covid-19. AD reassured the Board that Dorset Council has a treasury management team that will endeavour to maximise interest for Dorset Council and Dorset LEP.</p> <p>LC explained that the accounts were produced for the Board meeting but there is weekly contact with the accountable body. There is also a Finance Committee who will be looking at this too. The Finance, Audit and Risk Committee meets quarterly but can make sure the Board has the most up to date information we can moving forward.</p> <p>RECOMMENDATION: The Board notes the 2020/21 financial position.</p>	All noted
6.	Strategy	
6.1	<p>Strategic Infrastructure Committee</p> <p>CO informed the Board that there were no recommendations in the paper.</p> <p>BC explained that there are two sub national transport bodies across the South West. Dorset are working closely with the Western Gateway looking at strategic transport.</p> <p>JS explained that he Chairs the Business and Transport group and there is significant work going on the routes south west to south east and south coast to midlands. A public event will be held in March and the Board will be invited.</p> <p>CO said the Connected Dorset will be reignited and Jim S will be chairing this, and its main focus will be on transport.</p> <p>The Board noted the paper.</p> <p>Aidan Dunn left the meeting at 3.22 pm</p>	All noted
6.2	<p>Business Growth and Inward Investment Committee</p> <p>FM informed that the Peer to Peer networks have excelled, gaining national recognition and gave thanks to the delivery partners.</p> <p>NN explained that she facilitates one of the Peer to Peer groups. The people within groups have been carefully selected to avoid overlap in competition. They spend 3 hours once a month looking at specific issues they are struggling with and they are brilliant.</p> <p>CB asked whether there was an opportunity to infiltrate and influence.</p> <p>LC informed that we have contact information on our CRM but we will need to make sure that the focus of the peer to peer remains as its original purpose.</p>	

Item	Notes and Decisions	Action
6.	Strategy Cont'd	
6.2	<p>Business Growth and Inward Investment Committee Cont'd</p> <p>LC said we have been an exemplar nationally and report into BEIS. She thanked FM and RD and the delivery partners.</p> <p>IG explained that the facilitators and speakers are handpicked to deliver the very strong programme.</p> <p>FM informed that there was something unique about Dorset to be celebrated. It is small enough that people know each other but large enough to be a strategic mix of businesses.</p> <p>Matt Prosser and John Sellgren left the meeting at 3.30 pm</p> <p>The recommendations in the paper were noted and agreed.</p> <p>RECOMMENDATION: To note the success of the Peer Networks programme.</p> <p>RECOMMENDATION: To help communicate the key messages around EU readiness and the services being offered through the Dorset Gateway.</p> <p>FM updated on the EU transition and that additional funding has been secured via BEIS for businesses to make adaptations for leaving the EU.</p> <p>Action: We report weekly to BEIS on local intelligence on any underlying issues so do share any such things with FM.</p>	<p>All noted</p> <p>All agreed</p> <p>All</p>
6.3	<p>Skills Advisory Panel and Board</p> <p>RD updated the Board that the Skills Advisory Panel and Board met a fortnight ago and explained about the Local Skills Report, which will be the view of local skills across the country, and Dorset LEP is leading this for Dorset. This will be the skills strategy going forward that will form part of the Investment Prospectus. RD stated Dorset LEP is also involved in lots of bids working towards economic recovery with DWP around skills and training across Dorset and delivering Skills Bootcamps.</p> <p>IG left the meeting at 3.36 pm</p> <p>RD updated on the Careers Hub delivery and stated that there have been challenges getting businesses into schools. Previously Enterprise Advisors have gone into schools to give inspirational talks and invited year 10s to undertake work experience. This is now all virtual and Dorset LEP is trying to recruit businesses to offer a one day virtual work experience to year 10s. This year group have been impacted a great deal by Covid-19 as it is and in addition information on careers has been limited. It has been a struggle to engage sufficient businesses as they themselves have been impacted by Covid-19 and have other focuses of their attention.</p> <p>Action: If anyone knows of any businesses that can help offer this get in touch with RD.</p> <p>The Board noted the paper.</p>	<p>All</p>

Item	Notes and Decisions	Action
7.	Papers for Information	
7.1	<p>Advisory Group Updates</p> <p>The Board noted the paper.</p> <p>LR explained that the focus of the Rural Enterprise Group is on the Dorset Local Plan and he suggests the Dorset LEP coordinates a response.</p> <p>LR went on to explain that he sits on the Local Nature Partnership group and they will be a useful body for informing the Investment Prospectus.</p>	
8.	Any Other Business	
	<p>BC informed the Board that this is the last meeting he will be supporting as he has a new role at Oxfordshire County Council. He went on to say that he has supported the LEP since it was formed in 2011 and that it has been a real pleasure working with everyone.</p> <p>CB and the Board thanked BC for all his work for the LEP.</p>	

Note: Date of Next Meeting – 25 March 2021

DRAFT

FORWARD PLAN

Dorset Local Enterprise Partnership Board Meetings

2021

Date and Time	Location	Items for Agenda
26 January 1.30 pm to 4.00 pm		<ul style="list-style-type: none"> • Performance and Investment Committee Update • Nominations and Remuneration Committee Update • Communications Update • Business Growth and Inward Investment Committee Update • Skills Advisory Panel and Board Update • Advisory Group Updates • Investment Prospectus
25 March 10.00 am to 12.30 pm		<ul style="list-style-type: none"> • Finance, Audit and Corporate Risk Committee Update • Performance and Investment Committee Update • Overview and Scrutiny Committee Update • Communications Update • Business Growth and Inward Investment Committee Update • Skills Advisory Panel and Board Update • Advisory Group Updates
25 May 1.30 pm to 4.00 pm		<ul style="list-style-type: none"> • Performance and Investment Committee Update • Communications Update • Business Growth and Inward Investment Committee Update • Skills Advisory Panel and Board Update • Advisory Group Updates
22 July 10.00 am to 12.30 pm		<ul style="list-style-type: none"> • Finance, Audit and Corporate Risk Committee Update • Performance and Investment Committee Update • Nominations and Remuneration Committee Update • Communications Update • Business Growth and Inward Investment Committee Update • Skills Advisory Panel and Board Update • Advisory Group Updates
28 September 1.30 pm to 4.00 pm		<ul style="list-style-type: none"> • Performance and Investment Committee Update • Overview and Scrutiny Committee Update • Communications Update • Business Growth and Inward Investment Committee Update • Skills Advisory Panel and Board • Advisory Group Updates

Date and Time	Location	Items for Agenda
25 November 10.00 am to 12.30 pm		<ul style="list-style-type: none"> • Finance, Audit and Corporate Risk Committee • Performance and Investment Committee Update • Communications Update • Business Growth and Inward Investment Committee • Skills Advisory Panel and Board • Advisory Group Updates

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	3
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Directors Update		
Recommendation	None – for information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board of pertinent activity or announcements since the last Board meeting.

2. SUMMARY/BACKGROUND
I. Confirmation of Funding

We have had the Dorset LEP annual core funding confirmed from government for 2021/22 as well as the Gateway funding, both of which remain at the same level as the previous year including in year uplift on the Gateway funding.

Due to the success of our Peer Networks Programme we have had Year 2 allocation confirmed and we are pleased to report we have received funding for 20, which is an increase on last year. Moreover, out of all 38 LEPs only Greater Manchester and North East got more than 20 so it's a fantastic achievement, particularly for our county's size.

II. Budget 2021

- On 3 March 2021 the government announced the 2021 budget. Key aspects related to economic development and regeneration include
- Build Back Better Prospectus: a 'plan for growth' to unleash the potential of the country in a post Covid, post EU environment with a focus on net zero/climate change.
- UK-wide Levelling Up Fund launched (£4.8bn): Focus initially is on transport, town centre/high street regeneration and culture/ heritage. Bids will be led by Local Authorities.
- UK Community Renewal Fund launched (£220m). Aimed at supporting communities across the UK to pilot programmes and new approaches ahead of the UK Shared Prosperity Fund. 100 priority places will receive capacity funding to help develop applications.
- UK Infrastructure Bank: launching in spring, it will replace the role of the European Investment Bank in the provision of private sector and local authority infrastructure projects.
- Skills: heavily linked to Covid recovery. Includes extension of the apprenticeship hiring incentive in England to September 2021 and an increase of payment to £3,000; £7 million for a new "flexi-job" apprenticeship programme in England; additional £126 million for 40,000 more traineeships in England, funding high quality work placements and training for 16-24 year olds in 2021/22 academic year.

- Future Fund Breakthrough launched (£375m): a direct co-investment product to support the scale-up of the most innovative, R&D-intensive businesses.
- £20 million to fund a UK-wide competition to develop floating offshore wind demonstrators.
- 'Help to Grow' schemes launched: two new schemes have been launched focusing on digital and management skills for SMEs.
- Culture Recovery Fund extended (additional £300m): to continue to support key national and local cultural organisations in England as the sector recovers.
- Towns Fund award – Boscombe (£21m): The funding will be used to develop ambitious projects to deliver jobs and homes and improve infrastructure.

III. Levelling Up

The UK-wide Levelling Up Fund has been launched and its focus initially is on transport, town centre/high street regeneration and culture/ heritage. Bids will be led by Local Authorities and £4.8 billion is available UK-wide between 2021/22 and 2024/25.

LEPs have been specifically referenced in relation to the Levelling Up agenda, with the government stating they will work with local businesses on the future of LEPs to ensure they have clear representation and support in their area, in order to drive the recovery. The government have said they will work with LEPs over the coming months, with a view to announcing more detailed plans ahead of summer recess. This will also include consideration of Local Enterprise Partnership geographies.

We have responded to this as part of the LEP network and we have been given reassurances that there remains a strong role for LEPs going forward, a view shared by the BEIS Secretary of State, but it is recognised our role is likely to evolve.

Dorset LEP commissioned work on the Levelling Up agenda. This has been circulated to all local MPs who have responded positively. If any Board member wishes to have a copy of the report, please get in touch and this will be sent to you.

We will work in support of Local Authority colleagues in anyway we can help them and Dorset secure investment.

IV. Advocacy & Collaboration

Advocacy and collaboration work continues and has had many successful outputs. We have jointly funded a report to create a Great South West Tourism Partnership. This report provides an introduction to the visitor economy in the South West pre-Covid-19, the impact the pandemic has had on the sector and the work of the Great South West Tourism Partnership. At the South West APPG meeting on 2nd February the Great South West Tourism Partnership briefed the members on the work and aspirations of the partnership, the opportunities that the region has to build back better, and support needed to level up and build recovery that benefits the long-term growth of the Visitor Economy.

Other successful collaborations across the region that are ongoing include:

- Joint LEP Energy Strategy Framework: Cornwall and Isles of Scilly, Dorset and Heart of the South West
- SW Growth Hub Cluster
- High Potential Opportunity Round 2 successful multi-LEP nomination for Marine Autonomy
- Made Smarter South West project development
- Apprenticeship network

- Digital bootcamps
- South West Aquaculture Network
- Department for International Trade liaison to secure £1m of additional support across the region and £434k of ERDF money for Dorset SMEs to engage with the SME Internationalisation Fund.
- Strengthening the Maritime UKSW and South West AgriTech network

We continue to lead discussions on the energy crisis in Dorset. We have promoted to our Local Authority partners funding opportunities via SSEN that could support improving the Dorset Innovation Park energy supply for instance, free tools to help local authorities plan energy need (Ongen) and we have participated in the procurement of the Green Homes Grant scheme via the SW Energy Hub. We have explored the possibility of synthesising evidence and data as well as existing strategy and plans in order to identify potential new opportunities for energy generation across Dorset.

V. Annual Performance Review

In February we had our Annual Performance Review with BEIS. The highlights of achievements that were to be shared in the meeting were provided in the January 2021 Directors Update. The meeting went well, and we are awaiting the outcome of this.

VI. Investment Prospectus

This is undergoing final edits and will be published at the end of March on our website. The implementation plan, including priorities has now also been finalised.

VII. Dorset LEP Delivery Plan

We have created the 2021/22 Dorset LEP delivery plan, incorporating planned activity for 2021/22 across strategy, delivery and governance. This is within the Board paper pack for information and it includes the feedback on priority areas of the Investment Prospectus implementation plan for the next year which are to be led by Dorset LEP.

VIII. Dorset LEP budget

We have undertaken modelling and created the budget for 2021/22 which the Finance, Audit and Corporate Risk committee have submitted for Board approval within the paper pack.

IX. LEP Network Peer Review

We were partnered with the Marches LEP for peer review via the LEP Network in 2021 and met in early March to share best practice. This was a positive meeting.

3. RECOMMENDATION

None – for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 March 2021	Item Number	4.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Department for International Trade Update		
Recommendation	For information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To update the LEP Board on the work of the Department for International Trade.

2. SUMMARY/BACKGROUND

The presentation will provide an overview of the Department's work in the region, providing an opportunity for the Board to understand the trade and investment strategies and plans of the Department.

The trade overview will include a summary of what the region does, trade agreements and support available to regional businesses include the departmental programmes.

The presentation will also provide information on the investment strategy, High Potential Investment Opportunities within Dorset and the work behind levelling up in the region.

The presentation will be given by Thom Webb, the responsible Senior Civil Servant for Trade and Investment across Southern England.

3. RECOMMENDATION

For information only

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 March 2021	Item Number	4.2
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Great South West Tourism Partnership and Dorset Tourism Association		
Recommendation	For information		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To update the LEP Board on the work of the Great South West Tourism Partnership.

2. SUMMARY/BACKGROUND

The Great South West Tourism Partnership (including Dorset LEP) have commissioned the National Coastal Tourism Academy to prepare a GSWTP Recovery plan and tourism zone pilot proposal to support the recovery of the sector post Covid-19 and ensure that recovery is aligned to the long-term ambitions of the partnership.

The presentation will provide an update on the work undertaken to date, the developing themes of the recovery plan and tourism zone proposal and ask of government for support for the Great South West Tourism Partnership.

3. RECOMMENDATION

To continue to support the evolving work of the Great South West Tourism Partnership and commit to discuss ways in which the LEP can support the Recovery Plan and asks of government once the report is finalised at end of March 2021.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	4.3
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Strategy Update		
Recommendation	<p>It is recommended the Board approve working with partners to finalise the Balanced Business Score Card.</p> <p>It is recommended the Investment Prospectus Partnership Balanced Business Score Card is reported on under the strategy section of the Board paper pack.</p>		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

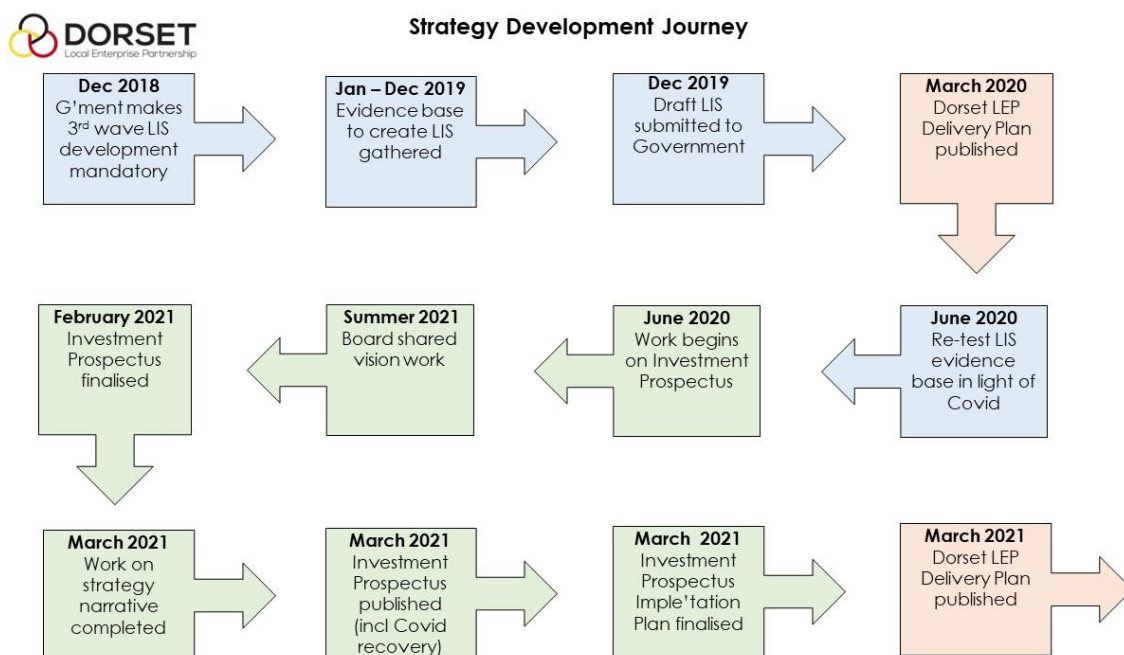
1. PURPOSE

The purpose of this paper is to remind and update the Board as to the progress of the Dorset Investment Prospectus and other strategic developments.

2. SUMMARY/BACKGROUND

I. Strategy Development Journey

Our Strategy Development Journey started in December 2018 where Government required those in the Local Industrial Strategy (LIS) third wave which includes Dorset LEP to begin to work on their LIS. The below diagram outlines the journey thus far



The Investment Prospectus is now complete. The Investment Prospectus implementation plan includes activities for Dorset LEP to own as well as activities for partners to undertake as this is a plan for the place. The implementation plan was discussed at the LIS Steering Group meeting in March to prioritise initial focus of activity.

Work is underway in articulating investments made to date in each of the Investment Prospectus main themes which is critical in offering reassurance to the private sector for future investments. This will distil key activities by theme that have been undertaken over the last five years and highlight relevant investments which have or are laying the foundations for future investment activity, aligned to the implementation plan. A press release will accompany publication of the Investment Prospectus.

II. Strategy Progress Monitoring

The Board have requested a greater focus on strategy in Board meetings and this is timely with the publication of the Dorset Investment Prospectus.

Whilst Dorset LEP is the convenor to create documents such as the Dorset Investment Prospectus and Dorset Skills Report, but these are strategic plans for the place and delivery on these is owned by multiple stakeholders.

The Partnership Balanced Business Score Card (Appendix 1) enables the excellent partnership work that is undertaken to be celebrated and for us to capture activities that we are all working on to create a joined-up strategic approach to the place. The Balanced Business Score Card will provide timely updates on strategy agreed by all partners and reflects the Dorset LEP area and its partners.

The Partnership Balanced Business Score Card is very much a confidential draft, which is a work in progress and discussion needs to take place with partners regarding ownership of the actions following our indicative list, but is included in order to gain Board feedback as to how useful this would be.

The first part of the document is related to the strategy aspect of the Dorset Investment Prospectus; this is the implementation aspect of the 10-year plan and will detail the activity, dependencies/ overlap, anticipated measures and outcomes, progress, owners and RAG status. It is intended for this document to be stored on a SharePoint site which all owners of actions will have access to. It will be the partners responsibility to update their actions for Board meetings. It is intended that the focus of every other Board meeting will be on progress made. This leaves sufficient time at Board meetings in between to focus on broader strategy discussions and to ensure presentations from externals can be accommodated.

The second part of the document is related to the strategy aspect of the Dorset Skills Report. This document has been created and will be maintained by Dorset LEP but with the expectation that partners update their actions on a regular basis as they have contributed to these. We are required to report on the Dorset LEP actions annually to the Department for Education and we also update BEIS on these as part of the Mid-Year Review and Annual Performance Review. This is a 5+ year plan and it is anticipated that the Skills Advisory Panel & Board will receive updates as to progress against the Dorset Skills Report activity and the Dorset LEP Board will receive an update annually.

3. RECOMMENDATION

It is recommended the Board approve working with partners to finalise the Balanced Business Score Card.

It is recommended the Investment Prospectus Partnership Balanced Business Score Card is reported on under the strategy section of the Board paper pack.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	5.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset Delivery Plan Cover Sheet		
Recommendation	It is recommended the Board endorse the 2021/22 Delivery Plan.		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board that the Dorset LEP 2021/22 Delivery Plan has been created.

2. SUMMARY/BACKGROUND

Under the [National Local Growth Assurance Framework](#), Dorset LEP is required by government to produce an annual delivery plan and publish this online (p22) and we commit to doing so in our [Local Assurance Framework](#) (p15).

The annual Delivery Plan is an operational document that covers the work of the executive function and Board over one year and runs from April to March. Our Annual Report, published each spring and our Annual Performance Review and Mid-Term Reviews with government, examines our delivery against these objectives.

Wider partnership activity both underway and planned, is articulated in the Investment Prospectus Implementation Plan and the [Dorset Skills Action Plan](#).

The Dorset LEP 2021/22 Delivery Plan has been created and includes the areas of strategy, delivery and governance as these are the key areas of assessment by government in our Annual Performance Review. It is required that we submit the Delivery Plan to government and publish online by 09.04.21.

3. RECOMMENDATION

It is recommended the Board endorse the 2021/22 Delivery Plan.

Delivery Plan



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INTRODUCTION

Dorset seeks to be an exemplar of sustainable coastal living where new ways of living and working are tackling climate change head-on and where 'a way to age' that's fit for the 21st century forms a key economic and social opportunity. Dorset has all the advantages of a highly self-contained location with a simplified governance landscape, and includes the newest emerging City Region in the UK alongside vibrant, largely rural surrounds.

Dorset is evolving, innovating and accelerating its economy. An economy worth £18.5 billion, a population approaching 800,000 and a business community of over 32,000 a location of choice for Financial Services market leaders, a top area for high growth digital business– there is much to build on. However, with a persistent productivity gap and the oldest population in the UK leading to a potential vacancy replacement of over a third of our workforce by 2027, there is much to do, particularly in a climate emergency, the impact of COVID-19 and establishing a new trade environment after the UK's exit from the EU.

It is our role to champion Dorset's potential and act as a convener and a catalyst to drive a strong and sustainable economy and the forthcoming delivery year – 2021/2022 – will be unlike any other. An increase focus is needed on skills, business support and building confidence in our economy.

The pandemic has had an impact on the lives of those living in Dorset in every way imaginable. We have a huge tourism and hospitality sector, which is a trade that has been one of the hardest hit in the pandemic; COVID -19 will therefore cause significant employment and productivity issues for Dorset and impact deeply for a considerable duration on our region, more so than in most other places of the UK. The pandemic has exposed the fragility that this type of crisis



can present to business resilience and stability in some of our key sectors but it has also created opportunity, and the ability to find solutions with new investment such as skills development or businesses repurposing their offering to new markets.

We aim to become stronger, adaptable and more resilient in Dorset than before the pandemic and this Delivery Plan sets out our programme of work for 2021/22 to help achieve this. The Delivery Plan reflects the context of Dorset and the growth ambition for our region, incorporating COVID-19 recovery; it will be regularly reviewed and monitored to ensure that we have the flexibility to respond to new developments and that we have the capacity, capability and expertise to meet new challenges and opportunities. As such some proposed interventions, may evolve, grow or, in some rare cases, possibly not be taken forward to prioritise other activity.

The Delivery Plan aligns to our Local Industrial Strategy and our new Dorset Investment Prospectus and a wider suite of detailed economic reports that have helped us to better understand where Dorset LEP can really make a difference to our economy and business community. This plan also builds on our excellent track record of delivery, as well as our outstanding work across stakeholders in effecting meaningful impact.

STRATEGY

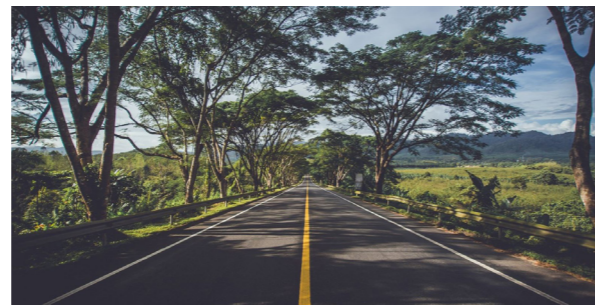
We act with credibility and authority to promote Dorset, its economy and business potential. Utilising the experience and skills of Board Directors, the Executive and senior stakeholder representatives, we will continue to articulate the vision and strategic priorities for economic development across Dorset, building on our track record of securing investment and achieving impact, continuing to drive progress to grow a productive economy and improve prosperity for all. Activities in 2021/22 are:

Strategic Development

- Publish and promote a compelling, evidence-based ambitious Dorset Investment Prospectus.
- Influence the future Government investment landscape to ensure Dorset receives its fair share of funding.
- Work with stakeholders to explore benefits of increased devolution in areas such as skills and transport.
- Undertake forward planning, utilising future economic scenarios/evidence – including impact of economic shock and new market opportunities – and using knowledge and learning to influence, agitate and advocate for Dorset.
- Pitch for 'national centres' such as Future Networks Lab Accelerator, Battle Lab integration with Defence & Security Accelerator, UK Institute of Smart Ageing, England Aquaculture Centre of Innovation, government departments.
- Pitch for a Digital Skills Partnership for Dorset, Rural Productivity Deal, Tourism Deal, recognition as a City Region and devolution deals around transport and skills.
- Develop cluster accelerators in key locations across Dorset to amplify pace of growth and opportunities for wider collaboration in One Health, defence and creative/ digital.
- Seek the establishment of Government Department presence in Dorset.
- Support the promotion of a city region concept.
- Continue to support the development of a Creative and Cultural Excellence Plan for Dorset.
- Commission work on Dorset supply chains and sectors.

Strategic Advocacy

- Identify areas of collaboration for most impact across the Great South West, Wessex, Western Gateway, National partnerships (including sector deals such as a Tourism Zone and a Rural Productivity Deal).
- Take a lead role in areas of activity in the wider LEP Network that align to our Delivery Plan priorities.
- Continue leadership through Great South West All-Party Parliamentary Group.
- Lobby for the extension of Enterprise Zones.
- Working through the Business and Transport Forum of Western Gateway Sub National Transport Body, contribute to the development of a long-term strategic programme of transport measures across the South West/Western Gateway.
- Strengthen cross-LEP working via the South Western LEPs Energy Hub and Southern LEPs grouping.
- Continue to work with business representative organisations such as the Chamber of Commerce & Industry, CBI, FSB and others.
- Continue to engage with Maritime UK South West.
- Continue to engage with South West Defence Cluster.



DELIVERY - CAPITAL PROGRAMMES

Getting Building Fund

The main focus of activities in this fund in 2021/22 will be to manage the contracted projects to ensure that the Getting Building Fund is fully and effectively utilised. We will continue to ensure delivery of the projects to achieve the outputs by 2022; this includes across the programme:

- 16,000 new superfast broadband connections
- 222 jobs safeguarded
- 120 new jobs created
- 40,445 new learners assisted
- 80 new apprenticeships
- 1,787 m2 improved learning/ training space unlocked
- 1,505 m2 of commercial floor space unlocked
- 250 businesses/ institutions assisted
- 23,100kg of CO2 emissions saved.
- Plus R&D floorspace

Local Growth Deal

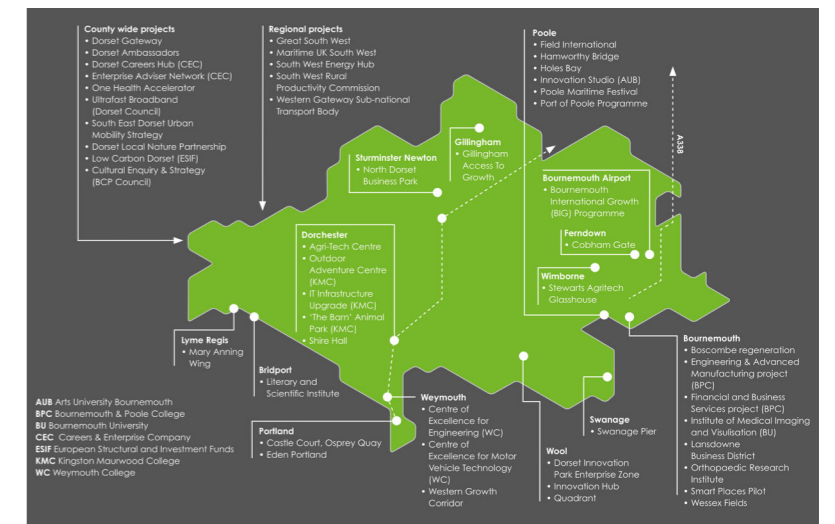
As this programme will be closed, we will promote the success of the fund for Dorset. The main focus for 2021/22 will be to manage the contracted projects to ensure they continue to deliver the predicted outputs until 2025; this includes across the programme up to:

- 74,824 new learners assisted
- 19,526 jobs including apprenticeships
- 5,147 houses completed
- 27,012 m2 of new/ improved skills floorspace
- Plus road resurfacing, newly built roads and new cycle ways.

Growing Places Fund

We will continue to promote the Growing Places Fund loan scheme which supports capital projects that encourage economic growth in Dorset. The fund is designed to unlock capital projects which have a significant economic impact and the potential to increase innovation and productivity, create jobs and housing, and deliver tangible economic outcomes and may also be used where businesses are unable to access alternative funding mechanisms for viable schemes that will deliver economic growth and support Dorset LEP's strategic objectives.

With the anticipated repayment of some Growing Places loans we will generate a pipeline of opportunities to ensure it is fully deployed to support the development of the Dorset economy.



DELIVERY - SKILLS

Our ambition for Dorset is that by 2038, Dorset's workforce will be highly productive, aspirational and agile so that the talents of all contribute to prosperity, wellbeing and innovation.



Our Local Industrial Strategy details an ambition for Dorset to create a total skills solution to unlock talent across Dorset, making training and jobs accessible across the region, boosting talent attraction and retention as well as building a pipeline of skills at leadership, management and other workforce levels.

Activity under skills for 2021/22 takes into account national skills policies and the seismic change of pace of skills due to the pandemic as well as supply and demand changes due to the EU exit. Strengthening the productivity and sustainability of our core businesses and develop skills for future growth and focus will include retraining adults where needed from COVID-19 worst-hit sectors to secure employment and to increase the number of workers in key sectors to meet new demand. Young people are among the hardest hit in the current crisis with up to a quarter of young people (18-24) have become unemployed or furloughed. Large numbers of young people are employed in the sectors most severely affected by the lockdown – such as leisure, retail and hospitality.

Skills Strategy

- Develop a clear pathway to securing the skills and talent Dorset requires to raise productivity through the Local Skills Report.
- Ensure close alignment between the Local Skills Report, Dorset Skills Activities Plan, our Local Industrial Strategy and Investment Prospectus, with a focus on Technical Level skills development as well as higher and degree level skills, within priority sectors, the continued promotion of apprenticeships at all levels, the skills required for the post COVID-19 recovery phase and the importance of developing our future workforce.
- Ensure the Skills Advisory Panel & Board remains relevant to meeting the current and future skill needs of business and residents and that it utilises Labour Market & Insights data in decision making.
- Continue to produce regular Labour Market & Insights data and analysis for all skills providers across Dorset and in partnership with key stakeholders.



Skills Partnerships

- Strengthen partnership working and engagement between skills and training providers and industry through establishing a Skills Commission.
- Work with local partners to develop data and labour market information that will inform and help shape the curriculum offer across Dorset and establish an agreed baseline of skills data from which to measure impact over time, e.g. uptake of STEM subjects, course enrolment and completion in derived wards, digital inclusion of the population, digital capability of the workforce.
- Ensure greater involvement of businesses in skills activities in a two-way flow both ensuring the skills agenda feeds into businesses and that businesses have more contact directly with those in schools.

Skills Projects

- Further strengthen links between schools, colleges and business to improve the careers offer in Dorset via the Careers Hub and Enterprise Adviser Network.
- Ensure our Enterprise Adviser Network and Careers Hub achieve targets agreed with Careers & Enterprise Company and agree new targets for 2021/22.
- Implement a Mid-life MOT programme to encourage people in their 40s, 50s and 60s to make more active planning in the key areas of work, wellbeing and money.
- Ensure the delivery of outcomes and outputs from investment of Skills Capital funding contracted through our funding programmes such as Local Growth Deal and Getting Building Fund.
- Deliver Skills Boot Camps to help local people advance or pivot their skills into growing sectors resilient to the current economic downturn.
- Support the development of providers for the roll out of T-level qualifications.
- Support the increase of apprenticeships and traineeships across Dorset.
- Offer relevant skills training in LMI data for Department for Work and Pensions and JobCentre Plus coaches.
- Support the Restart programme, which is focused on getting long term unemployed people back into work.



DELIVERY - BUSINESS SUPPORT

Dorset's Investment prospectus outlines our plans to enhance the current innovation eco-system, promoting Dorset as a centre of innovation with the expertise, infrastructure, environment and culture for all businesses to develop ideas and solve challenges, and to drive activity, cooperation, employment, investment and as well as inspiring and enabling innovation. A key delivery mechanism for this is via the range of Dorset LEP business support services.

DORSET GATEWAY

The impact of COVID-19 on the UK economy has exacerbated an already weakening position and removed a significant amount of industrial and commercial capacity during lockdown restrictions impacting on overall levels of activity. This coupled with the EU exit has left local businesses in a hugely challenging position. We aim to support businesses that want to grow, increase employment, improve the competitiveness of Dorset businesses and encourage inward investment to the county. Our 2021/22 activity will be focused on supporting businesses to recover from these impacts to build back a stronger economy.

Business Support Strategy

- Providing strategic direction in shaping the current and future business support provision across Dorset;
- Promoting Dorset as a key inward investment area for innovative, ambitious and fast growing businesses;
- Helping Dorset's businesses to access opportunities for growth through exporting goods and services overseas;
- Focusing resources on our existing strengths and high-growth sectors;
- Ensuring innovation is a key foundation of productivity in Dorset
- Helping Dorset businesses to increase their resilience against the impact of economic shocks.
- With partners, develop a clear pathway for local businesses to find the support they need to grow in Dorset.
- Provide leadership to Dorset based businesses via a user-friendly format to access relevant information including scale-up, business model innovation support, access to skills development, support accessing finance.
- Ensure close alignment between the business support activity, our Local Industrial Strategy and Investment Prospectus, with a focus on COVID-19 recovery and growing exports in light of the EU exit.
- Ensure the Business Growth & Inward Investment Committee remains relevant to meeting the current and future needs of business and that it utilises data in decision making.
- Continue to produce and analyse data regarding businesses in Dorset in partnership with key stakeholders.



Business Support Partnerships

- Work across the Great South West area, to create a package of additional support for Dorset Businesses. This will include providing personalised support to exporters, assisting with the development of local trade priorities, namely clean energy and marine, and agriculture and ensuring businesses are better able to connect with opportunities to attract investment and trade overseas.
- Continue to work with partners across the South West on joint funding bids and delivery of funding for joint initiatives such as that from Department for International Trade.
- Work with Arts University Bournemouth and Enterprise Europe Network to establish ways to bolster and better connect our local SME innovation offer.
- Continue working locally with business representative organisation.
- pandemic, including fully-funded one-to-one support with specialists, based on their particular business needs and webinars.
- Deliver a scale-up programme for Dorset businesses, covering advice on end-to-end support, space to grow, access to finance, business continuity and health and safety.
- Deliver a bid writing support service aimed at supporting high-potential/high-growth organisations looking to apply for funding that will help to meet the challenges set-out in Dorset's Local Industrial Strategy.
- Deliver Crowdfund Dorset business; a fund to give existing micro and small businesses the opportunity to receive grant funding to help them recover from the pandemic.
- Deliver COVID-19 support programmes including the Kick-starting Tourism Package.
- Host and participate in business support related events and masterclasses.
- Deliver the Dorset Ambassador Programme where business people from all sectors who are passionate about being located and doing business in the region promote Dorset as a great place to do business.

Business Support Projects

- Continue to support start-ups and established businesses to grow through our Business Engagement and Dorset Gateway activities through providing assistance to businesses, supporting new exporters and identifying opportunities post EU Exit.
- Deliver 20 cohorts of the Peer Networks Programme for SME leaders that want to grow and develop their organisation by helping them navigate multiple stages in the business change cycle.
- Deliver a business resilience programme to assist businesses trading out of the COVID-19
- Continue to support High Potential Opportunities in Dorset, such as Aquaculture.
- Ensure Dorset Gateway achieves targets agreed with BEIS.
- Ensure the delivery of relevant outcomes and outputs from capital funding contracted through our funding programmes such as Local Growth Deal and Getting Building Fund.

DELIVERY - INFRASTRUCTURE

Dorset aims to be an exemplar of sustainable coastal living where new ways of living and working are tackling climate change head-on. The ambition for 2030 is that Dorset is enabling its urban centres to reach their capacity for growth whilst ensuring that connected rural and coastal areas flourish, achieving an inclusive approach to growth. That this growth enhances the natural environment and is not achieved at the expense of it, and that it is part of a culture-led transformation, built on a digital opportunity, that also inspires innovation and enterprise.



However, as outlined in the Local Industrial Strategy, Dorset is hard to reach physically and requires significant investment to drive road, rail, port and air connectivity to strengthen opportunities for new and growing businesses. It is also essential to address barriers to employee and learner travel, housing and mobility to support business productivity across the region while creating a net gain for biodiversity. Infrastructure investment in our region needs to be prioritised in order to support future economic growth in Dorset and in 2021/22 we will undertake activity to facilitate this.

Infrastructure Strategy

- Ensure close alignment between the Local Authority infrastructure plans for the place and the Dorset Local Industrial Strategy and Investment Plan.
- Strengthen the pipeline of infrastructure projects for future public and private investment through the investment Prospectus.
- Provide an evidence base to demonstrate the energy challenges in Dorset and work towards establishing an investment programme to develop the region's energy infrastructure to prepare for a decarbonised, locally generated network.
- Explore creating an infrastructure map for Dorset which outlines strengths, weaknesses, challenges, future plans, priorities, inward investment and growth, linked to the Dorset Investment Prospectus.
- Seek Digital Catapult involvement in our activity.
- Support the plans for an Aquaculture Centre of Innovation & Park.
- Promote a Digital Skills Partnership for Dorset.

Infrastructure Partnerships

- Work with partners through the Strategic Infrastructure Committee to draw the strands of infrastructure together and help fulfil our ambition of Dorset being a genuinely SMART place that is well-connected, allowing people to interact both in person and digitally as well as a place that is energy resilient, utilising local renewable energy sources.
- Remain an active member of the South West Energy Hub.
- Working through the Business and Transport Forum of Western Gateway Sub National Transport Body, contribute to the development of a long-term strategic programme of transport measures across the South West.
- Continue to engage with Maritime UK South West.
- Continue to work with the Dorset Local Nature Partnership and Rural Enterprise Group.

Infrastructure Projects

- Ensure the delivery of outcomes and outputs from investment of infrastructure capital funding contracted through our funding programmes such as Local Growth Deal, Getting Building Fund and Growing Places Fund.
- Work with partners and stakeholders on their regeneration programmes for their town centres, including post COVID-19 recovery, and encouraging greater resilience and diversification away from reliance single sectors to a more rounded and experiential offer.
- Continue to promote and work with partners to deliver a range of new housing in Dorset including Homes England.



GOVERNANCE & CORPORATE SERVICES

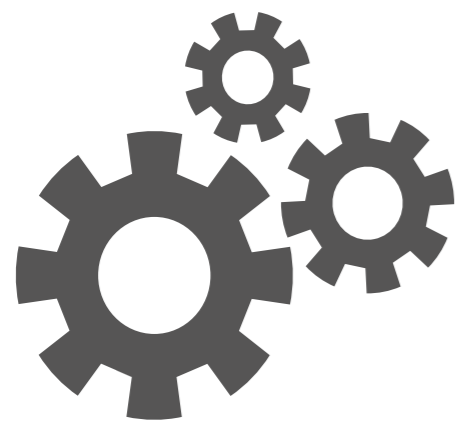
Governance Framework

- Ensure compliance with the National Assurance Framework.
- Review and update the Local Assurance Framework, all policies, standard operating procedures and Committee Terms of Reference.
- Participate in formal and informal peer review opportunities.
- Implement any actions from external / internal scrutiny of our programme.
- Ensure effective overview and scrutiny of our activities.
- Manage the corporate risk framework.
- Manage the monitoring and evaluation framework.
- Ensure compliance in contracting and procurement.
- Create an annual report of activities.
- Successfully participate in an Annual Performance Review with government.
- Maintain effective working relationship with the Accountable Body.
- Work through the Dorset LEP network and its effective peer review process to support an excellent Annual Performance Review.



Board & Committees

- Administer Board and Committees linked to the Dorset LEP governance plan.
- Ensure the Board is representative of the Dorset population and meets the maximum Board size of 20 members and up to 5 co-opted members.
- Ensure a minimum of 35% female representation is maintained on the Board and work towards a 50% target by winter 2022 latest.
- Ensure a minimum two-thirds private sector representation on the Board.
- Proactively seek the creation of a more diverse Board and Committee membership.
- Undertake an annual Board performance review.
- Ensure a pipeline of members is maintained for the Board so vacancies are easily filled following an open and transparent process.
- Review all Committees to ensure they operate effectively and to identify any changes in membership which may be required.



Communications

- Effective delivery of Dorset LEP communications and engagement plan, including blogs, news, events and increase to Twitter/website traffic.
- Ensure the timeliness, regularity and volume of communications is suitable as to fully promote the key outputs of the delivery functions across our portfolio – including capital programmes, skills and business support, as well as strategy and governance.
- Create a Stakeholder Engagement Plan to increase our communication reach through a range of methods
- Review the website to ensure it reflects current priorities and old information is archived.
- Create case studies of all projects and feature these on our webpages.
- Create thought-leadership pieces throughout the year to promote the expertise of our Board and partners.
- Ensure diversity is considered in all communications, from actively targeting a more diverse population for future Board and Committee recruitment, to creating communication series targeting less well represented groups regarding opportunities, to ensuring accessibility is a key consideration when creating web content.

Company Operations

- Remain compliant with all UK Business Law requirements, including reporting our Annual Accounts to Companies House, and any changes to Directors' information in a timely manner.
- Hold an AGM which will be open to the public and businesses and properly promoted.
- Ensure we have tools, technology, capacity, and security measures in place to support effective and safe remote working and have access to wellbeing material.
- Ensure operational processes remain effective given social distancing and lockdown measures.
- Identify single points of failure in our operations and endeavour to eliminate these.
- Map key dependencies to understand where disruptions might impact and maintain a business continuity plan.
- Improve financial transparency.
- Continued implementation of the Dorset LEP workforce development plan.



DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	5.2
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Communications Update		
Recommendation	None – for information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board on Dorset LEP communications activity and forthcoming plans.

2. SUMMARY/BACKGROUND

Increase in content and coverage

During January and February our LinkedIn page visitors increased to 356 visitors (up from 256 throughout November and December). We have more than doubled the number of pieces of press coverage achieved by this time last year. We have increased engagement with rural Dorset-based and specialist business news outlets, resulting in increased news coverage in these areas

February saw a record number of users, new users and page views on our website, and in the same month we achieved one of the highest ever recorded numbers of Dorset LEP tweet impressions (AECC University College investment announcement 11.2k impressions). The Dorset Careers Hub twitter account also achieved largest recorded follower increase in two month period. Full details of statistics, analytics and coverage are available on request.

The latest Dorset LEP newsletter available to read [here](#) and all news outputs available on our [website](#), [LinkedIn page](#) and [twitter feed](#).

Key announcements/ promotional campaigns

Since the last Board meeting, there have been a number of key announcements and promotional campaigns; these are as follows:

- Jointly promoting with AECC College the LEP's £2.7m investment (Getting Building Fund) for its new [state-of-the-art rehabilitation](#) centre at AECC College – [Daily Echo](#) / [AECC College website](#) / 28 reactions on [Linked In](#)
- Announcing £3.5m Dorset LEP investment (Getting Building Fund) for new [University Centre and Rural Business Hub](#) at Kingston Maurward College – [Business Live](#) / [Dorset Echo](#) / [South West Business Insider](#) / [Dorset Echo MP Column](#)
- Announcing the start of town centre [improvement works in Gillingham](#) as part of the LEP's £3.5m Gillingham Growth project – [Dorset Echo](#) / [Gillingham News](#) / [Salisbury Journal](#)

- Promoting the LEP's £1.5m investment in upgrades at Weymouth College and Poole and Bournemouth College – [Dorset Echo](#) / [Daily Echo](#) / BBC Radio Solent (interview with Lorna Carver)
- Announcing Dorset LEP £30k commitment (Dorset Gateway) for local businesses to have free access to popular ecommerce platform “ShopAppy.com” – [Salisbury Journal](#) / [Bridport and Lyme Regis News](#) / [Gillingham News](#)
- Highlighting the success of Dorset LEP (Dorset Gateway) [Crowdfund Dorset Business Campaign](#) at Nothe Forte in Weymouth – [Business Live](#) / [Dorset Echo](#)
- Supporting the promotion of Dorset Tourism Awards – [Dorset LEP Sponsors Dorset Tourism Awards](#) / [Dorset's best tourism businesses celebrated at regional awards event](#) / [Daily Echo](#)
- Supporting National Apprenticeship Week - [National Apprenticeship Week](#) / [The Importance of Apprenticeships blog post](#) .

Forthcoming communications in March and April

- Annual Report
- Dorset LEP One Health Conference: 'Big Ideas in One Health' 24th March – sign up now open
- Start of £4.8 million Local Growth Fund transformation works to Lansdowne Business District - public realm and improved public transport/ passenger/ cycle routes
- Launch of Dorset LEP Skills Report
- Launch and promotion of Mid-Life MoT skills support initiative
- Promotion of #Train4Tomorrow Digital Boot Camps (Skills)
- Smartplace Pilot and Investment Plan (previously Lansdowne Digital Pilot / 5G) event with Department for International Trade
- Working with Cabinet Office to showcase Dorset based businesses to the whole of the South West.
- Virtual Work Experience campaign
- Joint announcement with Poole Harbour Commissioners regarding Dorset LEP (Getting Building Fund) investment in new Public Trade Office and Border Control Post
- End of Local Growth Deal investment - promoting overall investment in skills, innovation, infrastructure and visitor and rural economies, outcomes to date and future outputs
- Soft launch of Dorset Investment Prospectus
- Construction milestone at MoD Defence Innovation Centre.

3. RECOMMENDATION

4.

None -for information only.

The papers for agenda Item 5.3 are not included as they are Commercially Sensitive

The papers for agenda Item 5.4 are not included as they are Commercially Sensitive

The papers for agenda Item 5.5 are not included as they are Commercially Sensitive

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	5.6
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Overview & Scrutiny Committee Meeting Update		
Recommendation	None – for information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board as to the last Overview & Scrutiny Committee meeting which took place in February.

2. SUMMARY/BACKGROUND

The Overview & Scrutiny Committee met in February and appointed a new Chair to fill the vacancy and Cllr Lawrence Williams has taken on this role.

An overview of governance and assurance arrangements was presented as was detail as to the impact of Covid-19 on Dorset LEP strategic direction. The risk management framework was also presented as was the project lifecycle.

The Committee discussed the future work programme and for the next meeting it was agreed that presentations would be given on a range of topics including how SMEs are engaged in business support and how conflicts of interest are managed.

The papers and minutes of the meeting can be found here:
<https://www.dorsetlep.co.uk/overview-and-scrutiny-committee>.

3. RECOMMENDATION

None – for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	6.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Strategic Infrastructure Committee Meeting Update		
Recommendation	None – for information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board as to the last Strategic Infrastructure Committee meeting which took place in February.

2. SUMMARY/BACKGROUND

The February Strategic Infrastructure Committee, Chaired by Board Member John Sutcliffe, contained a number of presentations and was well attended.

This included presentations on transport, digital and green infrastructure across Dorset. A document summarising infrastructure ambition, relevant strategy documents and responsibilities for these areas was shared in the meeting and an update was presented on energy. There are still no groups looking into energy and Dorset LEP continues to engage in numerous discussions with SSEN, Regen and the South West Energy Hub to identify the most appropriate way forward.

Dorset LEP will form an energy task and finish group linked to the Strategic Infrastructure Committee and commission evidence to support discussions.

The papers and minutes of the meeting can be found here:
<https://www.dorsetlep.co.uk/strategic-infrastructure-committee>

3. RECOMMENDATION

None – for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.20	Item Number	6.2
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset LEP Business Growth and Inward Investment update		
Recommendation	<ul style="list-style-type: none"> • To note funding for Peer Networks in 2021/22 and promote the opportunity to participate in this programme • To promote the funded specialist support being offered to businesses around EU/UK Transition • To promote the two programmes being offered by the Department for International Trade • To confirm the priority areas for inward investment business support for 2021/22 		
Papers are provided for:	Decision <input checked="" type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To brief the board on activities and developments relating to business growth and inward investment and current activity within the key sectors across Dorset.

This report supports the DLEP's strategic objective for business growth and attracting inward investment to increase employment opportunity and raise productivity of businesses across the region.

This paper aligns with Dorset LEP's governance structure and will reflect those areas that are overseen by the Business Growth and Inward Investment (BG&I) Committee.

Inward 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).

2. SUMMARY/BACKGROUND

2.1 Providing strategic direction in shaping the current and future business support provision across Dorset;

Dorset LEP commissioned Hatch Associates and tech firm glass.ai to undertake a supply chain study looking at the impacts of COVID-19 and Brexit on Dorset's economy. The key aims of the study were to:

- Map Dorset's business base;
- Identify sectors likely to be disrupted by supply chain issues as a result of COVID-19 and Brexit;
- Provide insights into the local supply chain and relationships between companies; and
- Determine the resilience of Dorset's business base and understand and inform the capacity to support businesses in coping with these challenges.

Having undertaken the study using an advanced AI capability - which uses technology to read the world wide web - and augmented that data with other primary data sets, including Companies House and HMRC data, the project team has produced an interactive digital representation of the data and a headline report summarising the key, indicative findings. The next phase of the study will be to consult the business community in Dorset in order to test the findings and unearth a more subjective narrative, get further insights into the local supply chain, and identify any underlying challenges and opportunities that exist. To that end, the study team will be presenting the findings to the next Dorset Ambassadors meeting on 28th April. Following that, it is the intention to present the final report and interactive supply chain study to the Dorset LEP Board on 25 May 2021.

2.2 Helping Dorset businesses to increase their resilience against the impact of economic shocks

Peer Networks Programme

The Peer Networks Programme is drawing to close for 2020/22. A total of 148 participants from 146 businesses are set to complete the programme with a further 17 withdrawing from the programme at varying stages, largely due to issues relating to the impact of the pandemic.

Feedback from those business leaders participating in the programme has been extremely positive as illustrated below:

Managing Director of a digital marketing agency

"The biggest positive for me is the accountability. Having to report back to our group every two weeks to feedback on what you've actioned and achieved since the last session. That accountability makes you think, and really DO that stuff. I guess from the personal, mental and emotional side, it's just nice to have eight other people around you who are going through similar issues. That's been really, really useful. For me, it's the only ZOOM call that I genuinely look forward to!"

Managing Director of an engineering business

"I would just say, it's a stimulating, inspirational 3 hours that flashes by in a moment. I just find it really, really stimulating, it makes me think and it makes me analyse my own thinking and try to improve it. It's difficult to put my finger on one particular benefit, it's just been a really enriching experience. Having our 1:1 sessions on top has been fantastic. It's really honed my thoughts, my focus and realise what truly is important."

Operations Director of a small technology business

"I've been on a roller coaster journey, with a new role and promotion and just a mass of overwhelming tasks. I know the industry and the processes well, but it's the other, the important people and team aspects that nobody teaches you. The 1:1 session is just amazing and the open honest sharing of the group has been just incredible."

Despite seeing a small number of people withdrawing from the programme, Dorset has still managed to deliver one of the largest programmes across the country. The success of this pilot year has meant that we have managed to secure an increased funding allocation for 2021/22, totalling £300,000. By comparison, our baseline budget for 2020/21 was £165,000 although we were able to secure additional funds midway

through delivery. As figure 1 shows below, Dorset ranks joint third highest for allocations in 2021/22.

Peer Networks cohort allocation for 2021-2022 by LEP area			
LEP area	Cohort allocation	LEP area	Cohort allocation
Lancashire	26	Stoke and Staffordshire	14
North East	26	Cornwall and Isles of Scilly	12
Greater Manchester	25	Coventry and Warwickshire	12
Dorset	20	Gloucestershire	12
Greater Lincoln and Lincolnshire	20	Leeds City Region	12
London	20	Tees Valley	12
New Anglia	19	Cheshire and Warrington	10
Greater Birmingham and Solihull	18	Coast to Capital	10
Cumbria	17	Hertfordshire	10
D2N2	17	Swindon and Wiltshire	10
Heart of the South West	17	West of England	10
Leicester and Leicestershire	17	Enterprise M3	9
Oxfordshire	15	Buckinghamshire Thames Valley	8
South East	15	Sheffield City Region	8
Black Country	14	Thames Valley Berkshire	8
Greater Cambridge and Greater Peterborough	14	Worcestershire	8
Liverpool City Region	14	Hull and East Riding (formerly Hull)	6
Solent	14	York and North Yorkshire	6
South East Midlands	14	The Marches	3
TOTAL = 522			

Figure 1: Peer Network cohort allocations 2021/22 by LEP area

We are in the process of appointing delivery partners for 2021/22 but will aim to start delivery of the programme in May at the latest. We would encourage Dorset LEP Board members to promote this programme amongst colleagues and their networks. More information about the programme can be found on Dorset LEP's website: www.dorsetlep.co.uk/peernetworks

UK/EU Transition support

In December, we successfully secured £136,050 of funding from BEIS to deliver support for businesses as the transition arrangements for businesses came to end. In the run-up to the end of the Transition Period, we were advising businesses to take action and get ready for the new trading rules that would start on 1 January. Whilst some took up the advice, there are clearly still a number of areas where businesses require additional support as issues relating to trade outside of the EU materialise. To assist Dorset businesses through these changes, challenges and opportunities, we have introduced a number of additional areas of support. these include:

- A funded Customs Declarations service and specialist business training for Dorset-based SMEs in partnership with Dorset Chamber;
- A legal advice helpline offering up to two hours of fully funded specialist, one-to-one business support to Dorset businesses with complex legal questions regarding post-EU transition; and
- A specialist business VAT/customs advice Line offering support on matters such as place of supply, proof of origin, VAT registration in other countries, duty advice on quotas and tariffs, and custom warehousing.

Support for small businesses

In response to the first wave of the COVID-19 pandemic Dorset LEP established the **Crowdfund Dorset Business** campaign. The initiative offered micro, small and social enterprise businesses up to £5,000 of match-funding, provided they raised an equivalent amount from 10 or more supporters.

Developed as part of Crowdfunder UK's pay-it-forward campaign and with support from Enterprise Nation, the scheme has so far pledged over £36,000 in match-funding to 9 businesses and projects across Dorset. Among them is Weymouth's Nothe Fort, which raised £5,000 through crowdfunding, matched by Dorset LEP - to make the heritage attraction COVID-19 safe, enabling over 35,000 visitors to safely enjoy the attraction throughout the summer of 2020.

"When COVID-19 struck, we were faced with a choice: either shut the fort and use our reserves – enough for about a year – in the hope we could ride-out the pandemic or invest in adaptations to enable the fort to open. We applied to Dorset LEP's crowdfund campaign and managed to secure the full match-funding of £5,000, which gave us the confidence to make the changes needed to open safely." James Farquharson, Chairman of Nothe Fort

At the start of the second national lockdown, colleagues from the Dorset Gateway team entered discussions with local town chambers and Business Improvement Districts (BID) about rolling out a new initiative to allow local businesses free access to ecommerce platform, **ShopAppy.com**.

Following consultation with business community leaders across the county, five towns have signed up to take part initially: Bridport Chamber of Commerce, Bournemouth Chamber of Commerce, Gillingham Chamber of Commerce, Sherborne Town Council and Wimborne Business Improvement District (BID). As a result, Shopappy is available free of charge for businesses who fall within the following towns:

- Bournemouth - (Post codes: BH1 - BH11)
- Bridport
- Gillingham
- Sherborne
- Wimborne

Note: Sturminster Newton and Shaftesbury are also eligible but these are not core towns.

Dorchester decided to not pursue this opportunity as they are launching their own town app later this year. At the Expression of Interest meeting in November, Bournemouth Chamber of Commerce expressed an interest to promote the platform to their members. Therefore, Bournemouth has now taken Dorchester's place.

Shopappy have a community support team who are making outbound calls to engage with businesses and raise awareness of the platform and will also support them with the sign-up process. Training session on how to use the platform are also being made available through Eventbrite and businesses can book their session via the following link: <https://www.eventbrite.co.uk/e/find-out-about-a-free-scheme-for-businesses-in-your-area-tickets-136928941149>

Recently, colleagues from the Dorset Gateway engaged with the Federation of Small Business and provided them with more information on the Shopappy scheme to

promote to their 3,500 members across Dorset. There has also been a good amount of press and social media coverage.

The platform went live for businesses in Dorset to sign up to at the end of January. To date Shopappy have engaged with 60 businesses with 47 of those now actively using the platform.

Shops and businesses based in these towns are being urged to come forward immediately to take advantage of the free opportunity to secure more local trade and shoppers are encouraged to use the platform to support their local high street outlets. Dorset LEP has committed to supporting this project up until the 31 January 2022. Between now and then, we are working to assess the effectiveness of the platform for local towns, high streets and businesses and working with those areas to identify ways of finding sustainable means for funding this type of support in the future if it is valued/required.

2.3 Focusing resources on our existing strengths and high-growth sectors

Export Marine AR Programme

Dorset-based Darglow Engineering have been selected as one of three businesses across the Great South West geography to take part in the DIT-funded Export AR Programme.

Colleagues from Dorset LEP have been working with representatives from DIT and counterparts at Cornwall and Isle of Scilly and Heart of the South West LEPs to promote this opportunity amongst local SMEs

ExportAR: Marine is the world's first sales application to use augmented reality (AR), immersive technology to connect UK exporters with overseas buyers and partners. The pilot project which is built for and in partnership with UK based Marine companies is funded by the Department for International Trade and delivered by Business West.

The ExportAR: Marine project is working to accomplish the following goals:

- Use immersive AR technology to support UK exporters in the marine sector, and provide potential
- buyers with an informative, memorable and interactive experience to enrich the sales process.
- Develop a cross-border sales solution for UK exporters which enables immersive and interactive product demonstrations whilst the seller and buyer are in separate locations.
- Optimise cross-border sales process by reducing time, cost and emissions associated with overseas travel.
- Provide a Covid-secure method for UK exporters to sell overseas.

As this is a pilot project, a great deal of emphasis is being placed on testing, collecting data and feedback, and using this to inform future development and expansion of using immersive technology to support low-carbon international trade.

Individuals and organisations from the below segments are being invited to complete an expression of interest (EOI) to be part of the testing phase and be amongst the first to trial the app when it launches. Specifically, the project team is looking for:

- Overseas buyers of marine technology;
- Department for International Trade (DIT) representatives;
- Businesses and Business Support Organisations in the marine sector; and

- Universities / research organisations with an interest in immersive technology and international trade

To find out more, visit ExportAR: Marine landing page to complete our expression of interest form and apply to be part of the test phase:

<http://www.businesswest.co.uk/export/export-ar-marine>

One Health 2021: Big Ideas in One Health

Dorset LEP will host its third national One Health conference on 24th March. This event provides a platform for key UK Government agencies and departments to talk about big ideas in 'green' innovation. It will also showcase UK and international businesses addressing One Health problems in human, animal and environmental health through technological innovation.

Find out more at: <https://www.dorsetlep.co.uk/news-article/one-health-conference-2021-big-ideas-in-one-health>

2.4 Ensuring innovation is a key foundation of productivity in Dorset

Bid Writing Support Service

We have reported previously regarding the continued positive impact that the bid writing support service has had on those businesses seeking Innovate UK grant funding. Having supported Dorset-based companies secure over £500,000 of grant funding already, we have been advised that another business we have supported has been awarded £274,000, taking the current total for the financial year to just under £800,000.

Design Innovation Support

Dorset LEP is continuing to develop proposals with Arts University Bournemouth (AUB) to offer a new, exclusive, consultant and specialist-led innovation and design support for emerging Dorset businesses. This new offer will aim to support businesses with design and product development, at any stage of their design process, allowing a wide range of businesses to progress design ambitions more quickly and to better respond to opportunities for growth and innovation in the county.

2.5 Promoting Dorset as a key inward investment area for innovative, ambitious and fast growing businesses

High Potential Opportunity (HPO) for Sustainable Aquaculture: We have continued to attract interest from businesses outside of Dorset – UK and non-domestic – as a result of the successful round 1 HPO. In February Noola RedClaw was officially registered with Companies House. Based at Ferndown Industrial Estate, they have become the first confirmed win managed through the HPO pipeline. This project was supported throughout by colleagues from Dorset Council, DIT and Dorset LEP, with particular mention going to Jo Rufus, Inward Investment Officer and Martin Sutcliffe, Aquaculture Development Officer. These efforts were recognised by the business: *“You are all a really amazing team, never before have I received [such] coordinated support.”* There are currently 12 businesses in the pipeline; 6 domestic and 6 non-domestic.

High Potential Opportunity (HPO) Round 2 – Marine Autonomy: The Marine Autonomy HPO which we are part of, along with the Heart of the South West LEP and Cornwall and Isles of Scilly LEP - was identified as one of those to be fast-tracked for development as part of Round 2 of the HPO programme. A second, draft has been developed ready to be circulated with a wider group of stakeholders at the end of January/early February. There will be further iterations of the proposition before it is signed-off and adopted by DIT for promotion.

National Propositions

Over the last 12 months, DIT has produced almost 20 UK National Propositions, and with a schedule for 2021 to produce a further eight. Each National Proposition focuses on a particular sector and represents a detailed description of the UK strengths in that sector. Typically running to 80+ pages, the proposition documents capabilities, significant assets, business clusters and academic institutions relevant to the sector being described.

The UK National Propositions are held online in the [GREAT Asset Library](#) and are accessible by DIT Posts abroad, DIT sector teams and also local partners such as LEPs and councils. The Propositions are not intended to be shared with companies as a whole, but can be used internally to help inform conversations with existing or prospective investors. For example, relevant extracts can be lifted and sent to a company where that will help answer a particular question. In addition, extracts, images and graphs from the National Propositions can also be reproduced in marketing material as long as any copyright, credit or referencing is maintained.

To date, Dorset has responded to approximately 14 of the calls for content to help write the Propositions in sectors as diverse as Aquaculture, Defence, Insurance and Battery & Energy Storage.

Inward Investment Support

Dorset LEP holds a memorandum of understanding (MOU) with DIT to provide a single point of contact for all foreign direct investment (FDI) enquiries. This activity is supported by the two local authorities who, along with colleagues from Dorset LEP, meet with the DIT's Partnership Manager for the Dorset LEP area regularly to review existing and potential FDI projects.

The DIT Director for the Southern England Region met with Dorset LEP Director in February to discuss the DIT priority sectors with Dorset. These priority sectors will benefit from GREAT marketing activity and overseas Posts in-market will be targeted on generating leads. It was agreed that any alignment of priority sectors between DIT and Dorset would allow Dorset to benefit from DIT's activities. As such, several areas were identified where priority sectors for FDI promotion matched and it is proposed that these areas would be prioritised for funded marketing support as part of the core funding from the Dorset Gateway's budget over the next 12 months. These areas are:

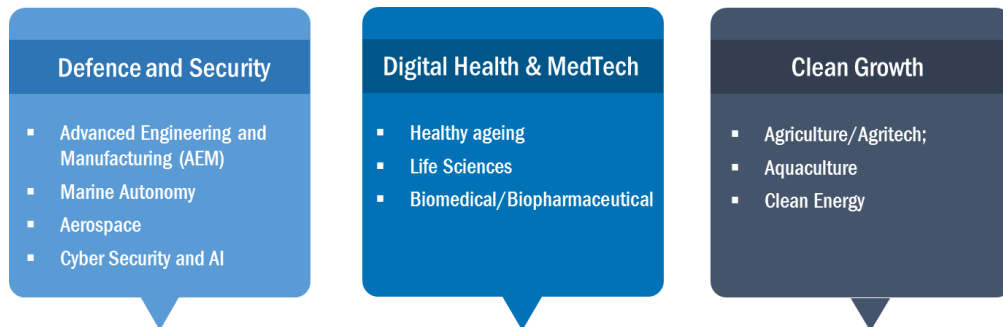


Figure 2: Proposed priority inward investment business support areas

These areas are deemed to have significant, medium to long-term economic importance at a national and local level in terms of attracting further and new investment. However, these will be reviewed annually by the Business Growth and Inward Investment Committee with future recommendations being presented back to the Board.

2.6 Helping Dorset's businesses to access opportunities for growth through exporting goods and services overseas

Department for International Trade's (DIT) Export Growth Programme

Dorset Gateway's Business Relationship Officer (Trade and Investment) has been working alongside the Department for International Trade (DIT) to connect local businesses with **Export academy** and **SME Internationalisation Fund**.

To date, nine Dorset SME's have applied for and been accepted onto the **SME Internationalisation Fund**, which offers match-funded grants of between £1,000 and £9,000 to help support future export activity. Our target is to help up to 95 Dorset SME's successfully apply for this fund between now and June 2023. The focus of this support is around high growth potential (HGP) SME businesses that also have high potential to succeed or grow in international markets or can bring new products and services to new international markets. Whilst there is a focus on businesses with annual sales of £500K+ there is scope to support smaller companies.

To find out more, visit: <https://www.dorsetlep.co.uk/business-support-international-trade#InternationalisationFund>

Similarly, we have helped 19 businesses enrol onto the **Export Academy** programme from across the county and across a range of business sectors.

3. RECOMMENDATION

- To note funding for Peer Networks in 2021/22 and promote the opportunity to participate in this programme
- To promote the funded specialist support being offered to businesses around EU/UK Transition
- To promote the two programmes being offered by the Department for International Trade
- To confirm the priority areas for inward investment business support for 2021/22

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	6.3
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset LEP Programmes Skills Advisory Panel and Board Update		
Recommendation	None - For Information Only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

This paper provides an update from the Dorset Skills Advisory Panel and Board (SAPB), together with operational updates from Dorset LEP skills team in Dorset between January and March 2021.

2. SUMMARY

Local Skills Report

The SAPB have discussed and directed the drafting of the Local Skills Report in alignment with Department for Education (DfE) requirements. The Local Skills Report was delivered to the DfE on the 5th Feb for their review and advisory comments. Their comments were largely positive and we were asked to share chapters with other LEPs to share best practice. The Local Skills Report includes the skills strategy for Dorset, highlighting the skills strengths and needs of the county and contains the action plan for skills development in Dorset. A final draft of the report will be shared with Board members via email.

Skills Team Operational Update

Dorset LEP have been working to ensure Dorset residents have opportunities to participate in recovery initiatives, as they become available.

- **Skills Boot Camps** – we have secured places on these free training opportunities for Dorset residents in wave 1 and 2, working in partnership with Heart of the SW LEP. These are digital and technical skills courses, funded by the DfE and designed to enable a change of skill set. Each participant is guaranteed a job interview at the end of the course. Wave 1 is currently delivering the learning, wave 2 courses are open for registration for an April start.
- **Mid-life MOT** – DLEP were successful in their bid to DWP for funds to support an innovative mid-life MOT for employees aged 50+. The funding is aimed to support older workers remain in relevant employment, giving greater quality of health and prosperity in retirement. The project is currently live, with a week of promotion in April delivering detailed information sessions around financial choices, skills updates and wellbeing.
- **LMI training for Dorset Job Centres and Work Coaches** – we have continued to deliver training for the 3 job centres in Dorset, and the 100 Dorset work coaches employed to support those who are looking for work. Our training enables work coaches to advise

and guide people back to sustainable work, based on the statistics relevant to Dorset around required skills sets, employers and future opportunities.

- **Restart Programme** – DWP are investing £2.9bn in a Restart programme to help those who have been out of work for 1yr+ get back into work. We have been supporting the tender process to ensure the strategic needs of Dorset are embedded with the provision, and the provider is able to deliver relevant support to Dorset residents.
- **An Hour to skill** – In January we promoted the DfE initiative to encourage everyone to take an hour a week to learn a new skill. This programme continues and with free learning opportunities available to all.
- **Bidding support** – we have supported the Health Foundation bid for innovation in healthcare, lead by University Hospitals Dorset, and a bid to the Health Alliance relating to Health Economies and support for areas of deprivation (CCG/DC lead).
- **T level support** – Ferndown Upper School will offer Dorset's first T level qualification in Sept 2022, and we are supporting the school as they move to this target date.
- **Apprenticeship mythbusting** – we have secured funding from the CEC to complete a programme of work to increase the number of apprenticeships offered in Dorset and support decision making in schools around apprenticeships. This work is funded to Aug 2022.

The Labour Market Information Update

The **latest labour market insights dashboard** and updated **key industries dashboards** with current vacancies and job trends will be released on 11th March. A new Apprenticeship finder dashboard has been developed with DSTPN and will also be released shortly. Please check <https://www.dorsetlep.co.uk/labour-market-and-skills-research> for latest figures and analysis. Key early findings:

- **Recruitment activity slower at the start of the year**

As we entered the New Year and a new lockdown simultaneously, vacancies were unsurprisingly sluggish in January of 2021 compared to the previous years (down by a fifth on January 2020 in Dorset and by a quarter UK-wide). Vacancies also slightly declined in January from their December levels (down 2%, up 5% UK wide). However, despite the continued lockdown, the difference narrowed in February (down by only 4% in February compared to same time last year, 6% UK reference).

There were 10,262 vacancies advertised in Dorset in the first two months of 2021, which is 87% of their 2020 reference levels before the COVID-19 pandemic arrived. Demand declined for service roles, but it considerably increased for nurses and carers, accountants, lawyers, web developers and cleaners.

- **Unemployment and Furlough**

There were 4.6 claimants for each advertised vacancy in February- a ratio three times as high as the pre-crisis levels, but showing improvement from the 7.5 peak in May.

Claimant count remains high, accounting for 5% of the 16+ residents and 7% of 18- 24 year olds. Furloughed workers have increased again. The UK unemployment rate, in the three months to December 2020, was estimated at 5.1%, 1.3 percentage points higher than a year earlier and 0.4 percentage points higher than the previous quarter. In Dorset unemployment is traditionally lower with latest figures from September at 3.4%.

- **Top employers in Dorset at the start of 2021**

While the National Health Service continued to be the top recruiter followed by J.P.Morgan, Bournemouth University, the Councils and residential care firms,

Checkatrade joined the top of the chart as they are expanding in the South West and the Office for National Statistics was recruiting to support the Census.

Dorset LEP Careers Hub Update

The Dorset Careers Hub is now half-way through the academic year. The operating context has been challenging due to the pandemic, which has greatly affected our school partners on which we depend to achieve impact. Despite this, the Hub has made good progress in many areas.

All six main projects are now underway and are on track to deliver their goals. Some of the highlight activities and impacts are as follows:

Project	Activities
Programme Planning	Intensive support and CPD provided to new schools, and Benchmark scores are improving.
Activation Fund	33 school bids funded, to kick start new school careers activities.
Inclusive Careers	Steering group formed, comprising businesses, parent groups, DWP, FE colleges, special school and learning centres.
Virtual Work Experience	Pilot underway, and summer programme offering placements to 2,000 students on track.
Online Careers and Apprenticeships Show	Major event with 60 companies, 7 universities, 15 colleges and thousands of students under development.
LMI Dissemination	CPD session delivered to Careers Leaders across county.

Looking forward, The Careers & Enterprise Company have received confirmation for programme funding from the Department for Education and will begin discussions with LEPs in due course.

And on the policy front, the Government released the Skills for Jobs white paper which affirms its commitment to the Careers Hub model and a commitment to the Skills agenda as a driver of economic growth and renewal. The key themes of the white paper are;

1. Business taking a central role in all skills proposals and investments
2. The elevation in status of technical education
3. Local Skills Improvement Plans to drive investment in local economic priorities
4. Identification of careers education as a key driver

There is now a consultation process underway, which will lead to legislation which will clearly be very relevant to the LEP and Careers Hub.

Financially, the Careers Hub has been able to deliver its main project with less than the budgeted expenditure and is therefore currently considering new proposals for projects which can be initiated this year.

Apprenticeship update

Rod Davis reported the increased levels of apprenticeship opportunities that Dorset had seen in the last month, which was particularly good news as we work towards recovery whilst remaining under Covid-19 government regulation. The Dorset and Somerset Training Provider Network (DSTPN) continue to undertake work to promote and develop apprenticeships across Dorset and the DLEP team would be working closely with the DSTPN to further provide support for businesses and schools aiming to increase apprenticeships in Dorset.

DWP Opportunities

Steph Simpson highlighted the success of Kickstarter applications, and the current task within DWP to match unemployed young people who are on Universal Credit, with available roles. Kickstarter are paid work placement opportunities offered by employers who have the potential for a new role. In addition, the DWP have recruited further job coaches in Dorset to support re-employment, along with reskilling and training. Job coaches would be available via a new pop up job centre in Tringham House, Bournemouth on an appointment basis.

3. RECOMMENDATION

None - for information only

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25.03.21	Item Number	6.4
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Enterprise Zone Committee Meeting Update		
Recommendation	None – for information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board as to the last Enterprise Zone Committee meeting which took place in February.

2. SUMMARY/BACKGROUND

The February Enterprise Zone Committee, Chaired by Board Member John Sutcliffe, met to discuss the progress of the Enterprise Zone. A presentation was given on the business rate relief modelling work within the meeting and the Committee agreed to standing agenda items and reporting documentation. The minutes of the meeting can be found here: <https://www.dorsetlep.co.uk/enterprise-zone-committee>.

3. RECOMMENDATION

None – for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 March 2021	Item Number	7.1
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

The Tourism and Hospitality industry continues to face its most challenging ever period. A survey carried out in January 2021 across the South West, in which over 150 Dorset businesses participated, indicated that:

- 85% of businesses reported downturns in turnover after the July reopening in 2020, compared to 2019.
- The average fall in turnover was 46% compared to the previous year.
- The total turnover lost by the industry in the South West during 2020 was approximately £3.7 bn. The total for Dorset was approximately £917m.
- 40% of businesses felt their ability to survive would not extend past May 1st.

The DTA Board reviewed the reopening plans for the industry laid out in the Government's roadmap. The conclusions were:

- The Board welcomed the support for the industry through VAT reduction, business rates holiday and extension of the furlough scheme.
- The roadmap, with clear dates for each stage, was welcomed as key in enabling planning for the reopening.
- As a result of the roadmap and the experience of 2020, businesses will be better prepared than in the reopening last year, including expanding outdoor capacity and building on safe opening practices already tried and tested.
- The recent survey highlighted the importance of the reopening grants. Given the number of businesses whose cash reserves may be almost exhausted by May, the DTA board would like to highlight the importance of distributing these grants as soon as they are available.
- There may be challenges for staff availability with a peak in demand combined with a drop in supply of seasonal workers. This may be exacerbated by the need for retraining existing staff after months on furlough.

- There are a number of issues that may arise in tourism as a result of the roadmap which should be noted by the LEP board. The key ones being:
 - The industry will only partly open on 12th April. Much of the accommodation stock and all indoor attractions and hospitality will not reopen until 17th May. Thus a spike in demand will occur at a point when capacity is well below normal. This could create conditions similar to those of June 2020, particularly around those outdoor attractions which are open to the public.
 - The spike in demand, combined with the reduction in capacity from regulated accommodation providers is likely to lead to an increase in unregulated accommodation including wild camping with the associated risks for public health and the environment.
 - With accommodation stock being limited in the first part of reopening, there may be a significant growth in day-trippers with the associated challenges for traffic management.

The industry is beginning to turn its mind to the post-reopening future. The Great South West group which includes DTA representation, is drawing up an “asks” document for the medium term, which will be sent to DCMS and to local MP’s. The DTA board will begin putting together a blueprint for how Dorset Tourism can “reopen better”, which is likely to need support from the LEP in investment and lobbying.

3. RECOMMENDATION

Board to note the DTA's comments regarding reopening roadmap.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	25 March 2021	Item Number	7.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Rural Enterprise Group Update		
Recommendation	The Board is asked to note the report		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To up-date the Board on activity undertaken by the REG.

2. SUMMARY/BACKGROUND

Rural Enterprise Group (REG) meeting took place on 3 March.

Local Industrial Strategy – The group are awaiting outputs from the investment prospectus before further work on this, as the LIS is still sitting with government for approval.

The meeting received updates from Dorset Council regarding the Local Plan, areas of focus and developments. Individuals were to take this information back to their representative bodies to enable responses to the Local Plan consultation.

The group received a presentation from Luke Rake regarding the consultation Kingston Maurward is undertaking regarding the next iteration of their Strategic Plan. Discussions occurred and members were to feed back following meetings and information from their members.

3. RECOMMENDATION

The Board is asked to note the report.