

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD AND STRATEGY SESSION

27 JULY 2023 FROM 10.00 AM TO 3.30 PM

HELD AT THE BATTLELAB, DORSET INNOVATION PARK, WINFRITH NEWBURGH, WOOL, DT2 8ZB

MINUTES

Board Attendees:

Cecilia Buffon (CB) (Chair)
Jim Andrews (JA)
Cllr Millie Earl (ME)
Nick Gaines (NG)
Nicola Newman (NN)
Cllr Simon Gibson (SG)
Cllr Spencer Flower (SF)
Cllr Vikki Slade (VS)

Also Present:

Anwen Jones (Cities and Local Growth Unit)
Kathryn Hill (KH) (Dorset LEP)
Matt Prosser (MP) (Dorset Council)
Nick Webster (NW) (Dorset Council)
Rebecca Davies (RD) (Dorset LEP)
Rebecca Phillips (RP) (Dorset LEP)
Shelley Collins-Trevett (SCT) (Dorset LEP)
Vinita Nawathe (VN) (Dorset LEP)

Apologies:

Aaron Lawes (AL)
Ian Girling (IG)
Julia Howe (JH)
Luke Rake (LR)
Neil Skelland (NS)
Paul Gough (PG)
Paul Read (PR)
Aidan Dunn (AD) (Dorset Council)

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Aaron Lawes, Ian Girling, Julia Howe, Luke Rake, Neil Skelland, Paul Gough, Paul Read and Aidan Dunn</p> <p>Declarations of Interest: no declarations of interest were declared.</p>	
2.	<p>Appoint New Board Members</p> <p>CB updated the Board on the new BCP Board Members and welcomed Cllr Vikki Slade and Cllr Millie Earl to the Board.</p> <p>She went on to advise the Board, that following the recent recruitment and interviews for new Board Members, Aaron Lawes and Neil Skelland have been appointed.</p> <p>The Board approved Cllr Vikki Slade, Cllr Millie Earl, Cllr Simon Gibson, Aaron Lawes and Neil Skelland as Directors and Members of the CIC.</p>	All approved
3.	<p>Revised Forward Budget</p> <p>VN led a discussion about the budget paper which showed the actual budget for 2023/24 and an indicative budget for 2024/25.</p> <p>It was noted that the functions of the LEP were likely to be transferred to the Local Authorities in April 2024, and that a 20 month funded time horizon would provide a “glide path” for transition of those functions to a structure as yet to be determined.</p> <p>It was noted that BU were able to continue providing hosting arrangements up to March 2025.</p> <p>Cllr Slade stated that the forward budget seemed sensible.</p> <p>Action: The Board approved the revised forward budget.</p>	All approved
4.	<p>Agree Membership of Committees</p> <p>The membership of the current LEP Committees was discussed.</p> <p>The Finance, Audit and Corporate Risk Committee needs two new members due to recent resignations and it was agreed that CB and SG would join.</p> <p>The Overview and Scrutiny Committee needs two new members from BCP Council.</p> <p>Action: VS to let VN have the names of the two people she would like to nominate to join this Committee.</p> <p>VN explained that she would like Board Members to act as board champions for areas of interest or expertise, and so that areas of LEP delivery had a named board member that the LEP executive team could contact.</p> <p>Action: it was agreed that a list of Board Members and the Committees they currently sit on would go to the Nominations and Remuneration Committee for review.</p>	<p>All agreed</p> <p>VS</p> <p>VN</p>

Item	Notes and Decisions	Action
4.	<p>Agree Membership of Committees Cont'd</p> <p>Skills Advisory Board and Panel - The Skills paper presented at the May Board described the proposed new structure and name for the Dorset Skills Board. The action from the May Board is awaiting the next Panel meeting.</p>	
5.	<p>Growing Places Fund Principles for Finance, Audit and Corporate Risk Committee</p> <p>VN explained the background to the Growing Places Fund for the benefit of new Board Members. She said it was originally set up as a recoverable fund available to businesses to be used to unlock infrastructure. Dorset LEP decided to use the money for a revolving loan fund and was meant to be a loan of last resort. A review by EBS consulting suggested there were more efficient ways of running the fund as a loan fund suggesting the status quo was expensive to run and the due diligence involved for each application was lengthy and costly. The review suggested other ways of running a revolving loan fund that could raise more revenue but left open alternative uses for the fund.</p> <p>The Board has previously discussed this and had said it wanted this fund to be recoverable and to have impact.</p> <p>VN informed that there is £1.9m available now and £5.7m to come back in over the next five years.</p> <p>Some different options were discussed and it was decided that the recommendations in the paper need to be re-worded to reflect the discussions that have taken place.</p> <p>Action: The FACR Committee to look at and re-word the Recommendations in the Growing Places Guidance paper and the paper to be brought back to the September Board meeting for approval.</p>	VN
6.	<p>Reports to Note</p> <p>Those present expressed how they were impressed with the range of work being undertaken by the LEP team and the impact that this work is having for businesses and young people across the county. The Chair thanked the team on behalf of the Board for their continued enthusiasm and commitment.</p> <p>All noted the Business Update paper.</p>	
7.	<p>Minutes from the Last Meeting</p> <p>The Minutes were agreed as an accurate reflection of the last meeting. There was a correction made to the action again NN and this was re-assigned to RD.</p> <p>There were no matters arising.</p>	
8.	<p>Any Other Business</p> <p>There was no other business raised.</p>	

Note: Date of Next Meeting – 26 September at 1.30 pm online