

DORSET LOCAL ENTERPRISE PARTNERSHIP: BUSINESS GROWTH AND INWARD INVESTMENT COMMITTEE MEETING
11 DECEMBER 2020 - 09.30 AM TO 11.00 AM
ZOOM MEETING

AGENDA

Time	Item	Subject/Title	Presenter	Paper	Recommendation
09:30	1.0	Standing Items			
	1.1	Welcome & Apologies	– John Sutcliffe	Verbal	
	1.2	Action & Decision Log	– John Sutcliffe	Paper A	To review
09:35	2.0	Purpose and People			
5 mins	2.1	Membership update	– Finn Morgan	Verbal	To note
09:40	3.0	Strategy			
15 mins	3.1	Supply Chain Resilience Study	– Chris Rawson, Hatch Associates	Verbal	To note and discuss
10 mins	3.2	COVID-19 <ul style="list-style-type: none"> Dorset-wide business support <ul style="list-style-type: none"> Dorset Gateway update Update from local authorities and Dorset Chamber Business Support: key data for Dorset 	– Finn Morgan – David Walsh, Adrian Trevett and Ian Girling – John Sutcliffe/Finn Morgan	Paper B Verbal Presentation	For information To note and discuss To note and discuss
10 mins	3.3	International trade and EU transition readiness <ul style="list-style-type: none"> DIT International Growth Plan <ul style="list-style-type: none"> Export Academy SME Internationalisation Fund 	<ul style="list-style-type: none"> Hayley Wallbank, DIT South West 	Presentation	To note and discuss

		<ul style="list-style-type: none"> ○ Dorset Gateway – EU transition support 	<ul style="list-style-type: none"> ○ Finn Morgan and Ian Girling 	Paper C	For information
10 mins	3.4	DIT Investment Services Team <ul style="list-style-type: none"> ○ Inward Investment update ○ HPO Round 2 – Marine Autonomy HPO 	<ul style="list-style-type: none"> ○ Rob Emony 	Verbal	To note and discuss.
20 mins	3.5	Key Sector Growth Discussion regarding Dorset's key sectors and existing and future support mechanisms including: <ul style="list-style-type: none"> ○ SME support requirements for productivity growth ○ Sector specific priorities and support for Dorset ○ Identification of 'incentives' to help generate more interest in Dorset-based inward investment ○ What are Dorset's opportunities for investment? 	<ul style="list-style-type: none"> ○ John Sutcliffe 	Verbal	For discussion
10:55	4.0	Future Business			
5 mins	4.1	Forward Plan	<ul style="list-style-type: none"> – Finn Morgan 	Paper D	Future dates and agenda items discussed and agreed.
11:00	5.0	Any Other Business			

Note: Date of Next Meeting – 4th March 2021. Venue to be confirmed.

DORSET LOCAL ENTERPRISE PARTNERSHIP: BUSINESS GROWTH AND INWARD INVESTMENT COMMITTEE MEETING
27 AUGUST 2020 - 09.30 AM TO 11.00 AM
MS TEAMS MEETING

ACTION & DECISION LOG

PRESENT: John Sutcliffe – Chair (JS), Ian Girling - Vice-Chair (IG), Adrian Trevett (AT), David Walsh (DW), Finn Morgan (FM), Dan Cox (DS), Glyn Hughes (GH), Ian Jones (IJ), Jayne Codling (JC), Mark Howell (MH), & Nick Gains (NG)

IN ATTENDANCE: Corrina Osborne (CO), Nick Gregory (NG) and Paul Jones (PJ)

APOLOGIES: Arabella Lewis-Smith (ALS), Helen MacSorley (HMS), Geoff Sagar (GS), Sophia Story (SS), & Rob Emony (RE)

Item	Subject/Title	Item ref.	Action/Decision	Owner	Deadline	Progress
1.	Action and Decision log	1.1	<ul style="list-style-type: none"> - No matters arising. Actions agreed. 	-	-	-
2.	Purpose and People	2.1.	Membership update <ul style="list-style-type: none"> - FM advised that Michael Straughan had left the Committee. A broader recruitment exercise was underway for other Dorset LEP committees. - It was agreed that that Nicola Bailey from the Federation of Small Business (FSB) should be invited to future meetings. 	FM FM	- 11.12.20	Recruitment process to commence in September
3.	Strategy COVID-19 Dorset-wide business support measures	3.1.	<ul style="list-style-type: none"> - AD and DW provided updates on the range of support measures that both councils had continued to roll-out in response to COVID-19, including the small business grants and rate-relief measures. AT and DW would provide further updates at the next scheduled meeting in December. - IG provided the Committee with a summary of the outcomes from the most recent Quarterly Economic Survey (QES) run by the British Chambers of Commerce. IG would circulate the findings to the Committee members. - GH advised that BAE was running a defence procurement/supply-chain event for local businesses in 	- IG	11.12.20 01.09.20	- Complete

			<p>September. GH would send details to FM to share with the group and for wider promotion.</p> <ul style="list-style-type: none"> - It was agreed that there would be a standing agenda item for the foreseeable future that reviews all of the core business data relating to the impact of COVID-19 and other key economic factors such as the EU transition. 	GH and FM FM	ASAP 04.12.20	Complete On agenda
	British Business Bank	3.2	<ul style="list-style-type: none"> - Paul Jones (PJ), Senior Manager UK Network Team South West provided an overview of figures relating to the take-up of the government's COVID-19 loan schemes amongst Dorset Businesses. FM would circulate copies of the presentation given by PJ to the Committee members 	FM	01.10.20	Complete
	European Regional Development Fund grants	3.3.	<ul style="list-style-type: none"> - Nick Gregory (NG), Programme Director, Dorset Growth Hub updated the Committee regarding the new European Regional Development Fund SME Recovery Grants and Kickstarting Tourism Grants. NG advised the committee of the loan eligibility criteria and explained that they have received more than 1,000 initial expressions of interest from Dorset SMEs looking to access the scheme, which was due to launch by mid-September. 	-	-	-
	Inward Investment Update <ul style="list-style-type: none"> o DIT update on COVID-19 o HPOs Round 1 and Round 2 o Summary of Foreign Direct Investment in Dorset 2019/20 	3.3.	<p>DIT Foreign Direct Investment 2019/20</p> <ul style="list-style-type: none"> - The committee were updated on the final FDI figures for Dorset from the previous financial year. The Committee was reminded that The local results are shared in confidence with the LEP and should not be shared beyond the Committee. <p>High Potential Opportunity (HPO) Scheme - Round 2</p> <ul style="list-style-type: none"> - FM advised that the successful nominations for the second round of HPOs were announced. Unfortunately, neither of the individual Dorset nominations - one for Cyber Security and one for Digital Health and Care - were successful. However, the Cyber nomination had been recognised as suitable for 	- -	- -	- -

			<p>inclusion in the National Proposition on Cyber which will be developed shortly.</p> <ul style="list-style-type: none"> - In addition, the Great South West multi-LEP proposition on marine autonomy has been accepted which Dorset will play a major part in. Furthermore, it is one of the HPOs that has been chosen for priority development and work will begin by October. FM would ask RE to provide an update on the progress of the HPO at the next meeting. 	FM	04.12.20	On agenda
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DORSET LEP BUSINESS GROWTH AND INWARD INVESTMENT COMMITTEE

Meeting Date	11 December 2020		
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset Gateway – Business Support Update		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Information <input checked="" type="checkbox"/>

The purpose of this paper is to provide an update regarding some of the key activities that Dorset Gateway has been working on since the Committee last met.

COVID-19 Business Support

We have continued to run and promote a number of COVID-19 related schemes aimed at supporting businesses, including but not limited to:

- We extended support to respond to the challenges posed by COVID-19 in the form of additional business advisers to share news, engage and handle business enquiries.
- We have recruited additional face-to-face business support, and deliver additional programmes of support such as the Business Resilience Programme. In total, the funding has been used to directly employ four (3.6FTE) new staff who are involved in direct delivery or supporting the delivery of growth hub delivered programmes.
- We have also commissioned 40 one-to-one business health checks through three local accountancy and growth advisory firms.
- We have commissioned a supply chain resilience study which aims to better understand which sectors are likely to be affected by potential supply chain disruptions. This will help to inform local policymaking and drive deeper engagement with businesses and will be presented to the BG&I Committee in March before it is more widely published.

Peer Network Programme: As reported previously, in the summer, we secured £165,000 of grant funding from the Department for Business Energy and Industrial Strategy (BEIS), to run a Peer Networks programme in Dorset. The Peer Networks programme will see the creation of a series of peer network groups (cohorts), with each group consisting of 8-11 directors or managers from Dorset's SME business community. Sessions will be led by an experienced facilitator utilising the action learning methodology – a proven and highly effective way of running peer networks.

Dorset LEP has received initial funding from the government to support 120 participants and we are working with a range of experienced and proven organisations to deliver this support between up until March 2021.

Following an open, competitive tendering process, three external providers we're selected to deliver the programme in partnership with Dorset Gateway. These providers are:

- Dorset Chamber of Commerce;
- Evolve; and
- CIRCLE Leadership.

Peer Networks is designed for business leaders who want to grow and develop their organisation for future success. Leaders and senior managers from Dorset's SME business community who meet the eligibility criteria below have been invited to register:

- Operated for at least one year;
- At least five employees;
- A turnover of at least £100,000; and
- An aspiration to improve business output.

Ideally, these businesses will also demonstrate the ability and ambition to scale-up and/or export, or will be exporting already. Following a very successful recruitment campaign with the delivery partners, we have nearly allocated all spaces onto the programme and will be in a position to start running the sessions from early November, placing us well ahead of many other LEP areas.

Throughout the course of the programme, we will be providing updates and interviews with participants on the programme in order to share their experiences and views on the support being provided.

As part of the funding agreement, we are required to provide regular updates and programme monitoring reports to government. We have been eager to communicate the progress that we have made in establishing this programme so quickly along with our contracted delivery partners. In doing so, our efforts – along with four other areas - have been recognised by the team coordinating the programme on behalf of the government. As such, we were invited to share our approach as part of a national event with other growth hubs. We have also put forward eight programme participants to speak with the national coordinating team as part of a national marketing campaign.

For more information about the programme, visit: www.dorsetlep.co.uk/peernetworks

Bid Writing Support Service success

Our funded Bid Writing Support Service (BWSS) has continued to be popular and has enjoyed a fantastic level of success so far this financial year. The four businesses that successfully secured funding (a total of £190,000) as part of the COVID-19 response were up against a huge number of other applications; there were 8,600 applications to this competition in the UK with only a 10% success rate. This clearly demonstrates that Dorset Gateway's BWSS can significantly improve a company's chance of winning this type of highly competitive competition.

In addition to these successes, the service has also helped three further businesses secure grants totalling more than £345,000 through the government's Sustainable Innovation Fund.

Background: The BWSS was introduced in June 2018 after it was identified that the south west was the region that received the lowest amount of Innovate UK grant funding in England – around 7%. Of that figure, Dorset businesses were receiving the smallest proportion of the funds that were coming into the south west region. To address this, Dorset LEP backed an investment into establishing a funder bid writing service.

Impacts: Since its inception, the service has provided over 1,000 hours of bid writing support directly to more than 50 businesses. Furthermore, the service has been a feature at 10 regional events/workshops, including two national One Health conferences, run a series of podcasts and published bid writing blogs. All of this activity has helped to attract the attention of other LEPs and colleagues at BEIS – as well as other government departments such as the DIT and DEFRA. The service has also leveraged funding and support from the likes of the SETsquared Partnership, the National Oceanographic Centre and the four national agri-centres. This activity has resulted helping businesses secure more than £1.9m of competitive grant funding.

"...to be offered the chance to take up the SMART grant is a significant step forward. We have, kept going for 5 years without any remuneration and it has been a struggle

with patent payments etc., but now finally! We can't thank you enough for your expertise and guidance." Alan Rollings, Cyclopic.

Context: Based on a Freedom of Information request submitted to Innovate UK, between the start of April 2020 and 30 September, there were 68 applications where the funding decision were known and the lead applicant was in the Dorset LEP region (based on the applicants registered address). Of these, 13 had been successful in securing grant funding. From the 35 Expressions of Interest received by the BWSS during the same period, 11 have been taken through to submission, of which four were successful in securing grant funding, totalling just under £200,000.

Grant applicant	Fund	Amount	Year
BCP Council	Business Basics	£ 244,932.00	2019/20
Cyclopic	SMART	£ 411,000.00	2019/20
Cropdesk	COVID	£ 49,845.00	2020/21
People Matters	COVID	£ 49,703.00	2020/21
Sourcing Playground	COVID	£ 42,088.00	2020/21
Famïio	COVID	£ 49,000.00	2020/21
Diary Zapp	Sustainable Innovation Fund	£ 93,799.00	2020/21
EMBAROGOED	Sustainable Innovation Fund	£ 160,000.00	2020/21
Carbon Cut	Sustainable Innovation Fund	£ 91,938.00	2020/21
		£ 1,192,305.00	

Figure 1: Bid Writing Support Service successes

RECOMMENDATION:

- To note the success of the Dorset Gateway's Bid Writing Support Service in helping secure £1.2m of government grant funding for Dorset businesses/projects
- To note the initial success and recognition that the Peer Networks programme has received via the national Peer Networks programme coordinators.

DORSET LEP BUSINESS GROWTH AND INWARD INVESTMENT COMMITTEE

Meeting Date	11 December 2020		
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Paper Title	Dorset Gateway – Business Support Update		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Information <input checked="" type="checkbox"/>

The purpose of this paper is to provide an update on a new service being offered through the Dorset Gateway to support businesses through the coming months as the EU Transition period comes to end.

Overview

Identifying and entering new international markets to ensure future growth is a prime opportunity for Dorset's businesses as EU transition arrangements come to an end on 31 December, and businesses currently importing and exporting goods need to take action now to ensure they can continue to trade from 1 January.

Dorset Gateway, Dorset LEP's growth hub delivered in partnership with Dorset Chamber, is increasing the support currently offered to Dorset's businesses to help them prepare for these changes. In addition to the information, advice and signposting already on offer, the increased support includes access to a specialist adviser to help businesses understand, navigate and answer questions. This also builds on the international trade support already provided by Dorset Chamber.

A fully-funded customs declaration support service is now also available to support up to 200 businesses. This service is available to those currently exporting so they can continue to do so after the transition period is over. Additionally, Dorset Gateway aims to support at least 40 businesses looking to become first-time exporters.

The service will also include the promotion of international trade as a route to business growth including regular content on:

- Why businesses should consider exporting
- How to begin the export journey
- Support and help available
- How to access new markets

This information is already extensively promoted by Dorset Chamber through editorials, events and social media messaging.

What's changing for businesses?

From 1 January 2021, there will be border procedures for importing and exporting goods to and from the EU. Traders importing standard goods, covering everything from clothes to electronics, will need to prepare for new customs paperwork. The new regulations are complex and businesses will need specialist advice and support in addition to the Customs Declaration itself.

Funded customs declaration service

The funded customs declaration service will be widely promoted to Dorset businesses. It is aimed at supporting smaller and mid-sized SME's that are currently exporting or who are looking to export for the first time. Businesses will be asked to complete a short expression of interest form to access support. A member of the Dorset Gateway team will be overseeing the project and will signpost businesses to the Dorset Gateway advisors to discuss the individual business's needs. Applications will be quickly assessed against general eligibility criteria for this support.

To find out more about the service and how to apply for support, visit Dorset LEP's website: <https://www.dorsetlep.co.uk/transition-period>

RECOMMENDATION:

- To help promote the extended support being offered to Dorset businesses via Dorset Gateway.

Dorset Local Enterprise Partnership

Business Growth and Inward Investment Committee – Forward Plan 2020/21

Date of Meeting	Subject	Detail	Delivery priority	Lead	Expected outcome
	COVID-19	<ul style="list-style-type: none"> Update on key data and business support 	Increase business resilience		
	EU Transition	<ul style="list-style-type: none"> Update on DIT (trade support) Preparations and support in place for end of the transition period 	Growth through exporting goods and services Increase business resilience		
	Key Sector Support	<ul style="list-style-type: none"> Discussion regarding Dorset's key sectors and existing and future support mechanisms 			Recommendations on key sector support
4 th March 2021	Supply Chain Resilience Study	<ul style="list-style-type: none"> Presentation of findings from the supply chain study carried out by Hatch Associates 	Increase business resilience		

Future meeting dates

- 4th March 2021