

**PERFORMANCE AND INFRASTRUCTURE COMMITTEE MINUTES**

**5 NOVEMBER AT 14.00 AM TO 16.00 PM**

**BOURNEMOUTH UNIVERSITY, TALBOT CAMPUS, FERN BARROW, POOLE**

**MINUTES**

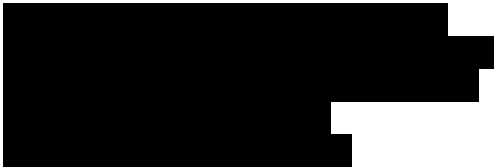
**Committee Attendees:**

Cllr Vikki Slade (VS)  
Nicola Newman (NN)  
Lorna Carver (LC) (Dorset LEP)

**Also Present:**

David Lawrence (DL)  
Daniela Doncakova (DD)

**Presenting:**



**Apologies:**

Phil Richardson (PR)  
Luke Rake (LR)  
Jim Stewart (JS)  
Cllr Spencer Flower (SF)

Item	Apologies and declarations of interest	Action
1.	<p>Apologies were received for: Jim Stewart, Luke Rake, Phil Richardson and Cllr Spence Flower.</p> <p>No declarations of interest were received.</p>	
Item	Governance: Terms of Reference Confirmation of Chair	Action
2.	<p>LC welcomed everyone to the first meeting. NN chaired the meeting.</p> <p>As this was the first meeting, there were no previous Minutes to approve.</p> <p>The group agreed to adopt the Terms of Reference subject to a clarification over which individual board member was representative of the Chamber/Business interests.</p> <p>The group proposed for JS to be the Chair and NN to be the Deputy Chair for the committee going forward.</p>	
Item	Dorset LEP Programme Overview	Action
3.	<p>The group agreed that it would be beneficial to have a standard agenda item dedicated to good news stories about the Programme.</p> <p>LC provided an overview and update on Dorset LEP Programme.</p> <p>[REDACTED]</p> <p>The group requested an update on Dorset Innovation Park 'behind programme' projects for the next LEP Board meeting.</p> <p><b>Action: Dorset LEP team to provide update [REDACTED] for the next Dorset LEP Board Meeting (28<sup>th</sup> November 2019).</b></p> <p>[REDACTED]</p> <p>The group requested that past activities and projects in the Forward Plan are reduced, focusing more on future activities, where committee can encourage action, in case of any delays.</p> <p>The committee agreed for the meeting papers to be streamlined and reduce the amount of documentation provided. Additional information can be provided on request.</p> <p><b>Action: Dorset LEP team to streamline the meeting documents pack.</b></p>	<p>Dorset LEP</p> <p>Dorset LEP</p>
Item	Notes and Decisions	Action
4.	[REDACTED]	

	<p>[REDACTED]</p> <p>The decision was made to refer the application to our independent external advisers for further review, which is the next stage in the process; once further information around the evidence regarding links, contacts and letters of support relating to all of the partnering organisations is received.</p> <p>[REDACTED]</p> <p>The decision was made to refer the application to our independent external advisers for further review, which is the next stage in the process; once further information around the skills, training and sub-contractors is received.</p>	
<b>Item</b>	<b>Any Other Business</b>	<b>Action</b>
5.	There was no other business raised.	

Note: Date of Next Meeting - 9 January at 2 pm