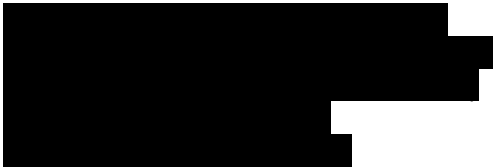


PERFORMANCE AND INFRASTRUCTURE COMMITTEE MINUTES**5 NOVEMBER AT 14.00 AM TO 16.00 PM****BOURNEMOUTH UNIVERSITY, TALBOT CAMPUS, FERN BARROW, POOLE****MINUTES****Committee Attendees:**

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>The committee requested an update on Holes Bay for the next LEP Board meeting. If Full Business Case is not submitted by January, the project will be at reputational risk as well as being unable to deliver within the Growth Deal timescales and requirements.</p> <p>The group requested an update on Dorset Innovation Park 'behind programme' projects for the next LEP Board meeting.</p> <p>Action: Dorset LEP team to provide update on Holes Bay and Dorset Innovation Park 'behind programme' projects for the next Dorset LEP Board Meeting (28th November 2019).</p> <p>The committee agreed to provide an extension to Canford Renewable Energy (CRE) to resolve the issue with Environment Agency (EA) by January 2020.</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>Action: Dorset LEP team to streamline the meeting documents pack.</p>	<p>Dorset LEP</p> <p>Dorset LEP</p>
Item	Notes and Decisions	Action
4.		

	<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>	
Item	Any Other Business	Action
5.	There was no other business raised.	

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