

## MINUTES

### DORSET LOCAL ENTERPRISE PARTNERSHIP SKILLS BOARD

24th JULY 2019 FROM 3.00 PM TO 5.00 PM

### BOURNEMOUTH UNIVERSITY

#### MINUTES

##### Board Attendees:

Emma Hunt (EH) - Chair  
 Jim Andrews (JA)  
 Lesley Haig (LH)  
 Luke Rake (LR)  
 Michael Johnson (MJ)  
 Rob Cole (RC)

##### Also Present:

Lorna Carver (LC)  
 Catherine Bonnett (CB)  
 Sandra Rothwell (SR)

##### Apologies:

Rod Davies (RD)  
 Nigel Evans (NE)  
 Diane Grannell (DG)

Item	Welcome, agenda overview	Action
1.	Apologies were received for: Rod Davies, Nigel Evans & Diane Grannell.	
<b>2</b>	<b>Action Notes from previous meeting &amp; matters arising</b>	
2.	The Minutes were agreed as an accurate reflection of the May 2019 meeting. No matters arising.	
<b>3.</b>	<b>Dorset Skills Board &amp; Skills Advisory Panel Update</b>	
3.1	<p><b>Dorset Skills Board (SB)</b>            Further to the SB update report it was confirmed that the Terms of Reference for the SB will be reviewed and updated as part of Dorset LEP's assurance and governance programme.</p> <p>A programme of meeting dates will be confirmed following the Skills Board meeting.</p> <p><b>Dorset Skills Advisory Panel (SAP)</b>            In compliance with the funding requirements the first meeting of the Dorset SAP will be held in September 2019. The Dorset SAP will then meet on a regular basis, conjoining with the SB in a programme of meetings.</p> <p>It was highlighted that it should be made clear to prospective SAP Members the benefits of this group. There will be an open recruitment processes for panel members, with adverts going out shortly.</p> <p>It was agreed that the Draft SAP ToR be amended to emphasise that the panel will be looking strategically at the skills needs of the area</p>	Forward programme of SB meeting dates

	<p>over the medium to long term.</p> <p>CB pleased to confirm to the Board that Moor Economics has been appointed to produce a Dorset Skills Analysis. This will be available in draft form in September 2019.</p>	CB to amend.												
<b>4.</b>	<b>Dorset Careers Hub</b>													
4.1	<p>CB advised Board that interviews for the role of Careers Hub Lead and Enterprise Co-ordinator for the Dorset Careers Hub would be held the beginning of August.</p> <p>The date for the official Dorset Careers Hub launch will be Friday 8<sup>th</sup> November. The event will be held in Weymouth.</p>													
<b>5.</b>	<b>Skills Capital Fund Allocation</b>													
5.1	<p>LC Reminded members that this funding is part of the Growth Deal Programme, the funding has been made available following LEP Board agreement to allocate up to £1.5m to skills capital projects. At present £1m is available. Any projects that go forward will be subject to the normal Growth Deal process. Time is of the essence, projects must be completed by March 2021. Subject to Board agreement tomorrow (25<sup>th</sup> July) the earliest SLA's could be in place the beginning of October.</p> <p>EM reminded members that the SB had been asked by the LEP Board to made recommendations to the Board on which projects should progress to full due diligence, the alternative is for the Board to issue and open call for this funding, with no guarantee that it would go to skills capital projects.</p> <p><b>Agreed:</b>  <b>The SB agreed that the following skills capital projects be recommended to the LEP Board to proceed to full due diligence.</b></p> <table border="1" data-bbox="279 1317 1181 1568"> <thead> <tr> <th>Project Name (Organisation)</th> <th>Funding allocation</th> </tr> </thead> <tbody> <tr> <td>Estate investment and climbing wall (KM)</td> <td>£111,000</td> </tr> <tr> <td>Advanced manufacturing, engineering and construction enhanced provision (BPC)</td> <td>£610,000</td> </tr> <tr> <td>Construction enhanced provision hub (WC)</td> <td>£225,000</td> </tr> <tr> <td>Lapsafe Learning (AUB)</td> <td>£51,000</td> </tr> <tr> <td><b>Total</b></td> <td><b>£1m</b></td> </tr> </tbody> </table> <p><b>It was further agreed that further to LEP Board agreement on 25<sup>th</sup> to the allocation of an additional £386,000 funding for the Skills Capital Fund it is recommended that this funding go to the Construction Hub project in Weymouth, subject to a Full Business Case.</b></p> <p>It was confirmed that the allocation criteria is a one off and a route to efficiently progress the funding. Moving forward a strategic framework for investment will be developed in line with the priorities identified in the Dorset Local Industrial Strategy and Skills Analysis.</p>	Project Name (Organisation)	Funding allocation	Estate investment and climbing wall (KM)	£111,000	Advanced manufacturing, engineering and construction enhanced provision (BPC)	£610,000	Construction enhanced provision hub (WC)	£225,000	Lapsafe Learning (AUB)	£51,000	<b>Total</b>	<b>£1m</b>	<p>Recommendation to be made to the LEP Board on 25.07.19</p>
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	Please see LIS consultation notes.	
<b>7.</b>	<b>Any Other Business</b>	
7.1	There was no other business.	

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