

**DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING**  
**25 NOVEMBER 2021 FROM 10.00 AM TO 12.30 PM**  
**ZOOM MEETING**

**AGENDA**

Time	Page No	Item	Subject/Title	Presenter	Recommendation
10.00		1.	Apologies and declarations of interest	Cecilia Buffon	
10.05	5	2.	Minutes of last meeting and matters arising	Cecilia Buffon	
10.15	11	3.	Interim Director's Update	Corrina Osborne	<ul style="list-style-type: none"> <li>It is recommended the Board note the ongoing delay to the LEP review and the corporate risks associated with this.</li> <li>It is recommended the Board notes the positive outcomes of our reviews with government and corporate activity around the business case pipeline and supporting key sectors.</li> </ul>
10.45		4.	Chair's Update (verbal)	Cecilia Buffon	
		<b>5.</b>	<b>Guest Presentations</b>		
10.50	15	5.1	DIT: UK Government's Export Strategy	Paul Shand DIT	None - for information only
11.10		5.2	Lansdowne Business District Update	Chris Shephard BCP Council	Presentation
		<b>6.</b>	<b>Governance</b>		
11.25	16	6.1	Finance, Audit and Corporate Risk	Diane Grannell	It is recommended the Board notes the Finance Report

			Committee		2021/22.
11.30	17	6.2	Nominations and Remuneration Committee	Jim Andrews	<ul style="list-style-type: none"> <li>The Board are recommended to approve appointing Paul Gough as the AUB representative, replacing Emma Hunt, as a Board Member and member of the CIC from 1 December 2021.</li> <li>The Board are recommended to approve appointing Liz Williams and May Palmer as co-opted Board Members and members of the CIC, for a period of one year, from 1 December 2021, with the timescales outlined in this paper.</li> <li>The Board are recommended to approve appointing Phil Sayles as the FE representative, replacing Diane Grannell, as a Board Member and member of the CIC from 1 January 2022.</li> <li>The Board are recommended to note the appointing of Jim Stewart to replace Emma Hunt on the Nomination &amp; Remuneration Committee following a Written Procedure.</li> <li>The Board are recommended to appoint a private sector Board member to join the Finance, Audit and Corporate Risk Committee in the November Board meeting.</li> </ul>
11.35	19	6.3	Performance and Investment Committee	Nicola Newman	It is recommended that the Board notes the recommendations in the paper.
		<b>7.</b>	<b>Strategy</b>		
11.50	20	7.1	Enterprise Zone Committee	John Sutcliffe	None – for information only
11.55	21	7.2	Business Growth and Inward Investment Committee	John Sutcliffe	It is recommended the Board notes the positive outcome of the Growth Hub Annual Review discussion with Government.
12.00	28	7.3	Strategic Infrastructure Committee	Nick Gaines	None - for information only

12.05	29	7.4	Skills Advisory Panel and Board	Emma Hunt	None - for information only
		<b>8.</b>	<b>Advisory Groups</b>		
12.15	33	8.1	Advisory Group Updates: <ul style="list-style-type: none"> <li>▪ Dorset Tourism Association</li> </ul>		None - for information only
12.20		<b>9.</b>	<b>Any Other Business</b>		

**Note: Date of Next Meeting - 25 January 2022 at 1.30 pm**

**LEP BOARD MEMBER KNOWN CONFLICTS OF INTEREST**

<b>Board Member</b>	<b>Project Name</b>
Diane Grannell, Bournemouth and Poole College	<b>Getting Building Fund</b> - Network Infrastructure
Drew Mellor, BCP Council	<b>Careers and Enterprise Company</b> - Enterprise Advisor Network
	<b>Careers and Enterprise Company</b> - Careers Hub
Ian Girling, Dorset Chamber Of Commerce and Industry	<b>Dorset Gateway</b> - Custom Brokerage Service
	<b>Dorset Gateway</b> - Peer Network
	<b>Dorset Gateway</b> - EU Transition - International Trade Support
Jim Stewart, Poole Harbour Commissioners	<b>Getting Building Fund</b> - Border Control Post
John Beesley, BCP Council	<b>Careers and Enterprise Company</b> - Enterprise Advisor Network
	<b>Careers and Enterprise Company</b> - Careers Hub
Luke Rake, Kingston Maurward College	<b>Getting Building Fund</b> - University Centre and Rural Business Hub
	<b>Growing Places Fund</b> - The Barn
Spencer Flower, Dorset Council	<b>Getting Building Fund</b> - Fibre Hub Connectivity in Rural Dorset
	<b>Growing Places Fund</b> - Ultrafast Broadband
	<b>Careers and Enterprise Company</b> - Enterprise Advisor Network
	<b>Careers and Enterprise Company</b> - Careers Hub
Tony Ferrari, Dorset Council	<b>Getting Building Fund</b> - Fibre Hub Connectivity in Rural Dorset
	<b>GPF – Growing Places Fund</b> - Ultrafast Broadband
	<b>Careers and Enterprise Company</b> - Enterprise Advisor Network
	<b>Careers and Enterprise Company</b> - Careers Hub

## **DRAFT MINUTES**

**DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD**

**28 SEPTEMBER 2021 FROM 1.30 PM TO 4.00 PM**

**HELD AT KINGSTON MAURWARD COLLEGE AND VIA ZOOM**

### **MINUTES**

#### **Board Attendees:**

Andrew Wickham (AW)  
Diane Grannell (DG)  
Cecilia Buffon (CB) (Chair)  
Emma Hunt (EH)  
Ian Girling (IG)  
Jim Andrews (JA)  
Jim Stewart (JS)  
Cllr John Beesley (JB)  
John Sutcliffe (JSu)  
Luke Rake (LR)  
Nick Gaines (NG)  
Sara Uzzell (SU)  
Sophia Story (SS)

#### **Also Present:**

Corrina Osborne (CO) (Dorset LEP)  
Daniela Doncakova (DD) (Dorset LEP)  
Elizabeth Spence (ES) (BEIS)  
Graham Farrant (GF) (BCP Council)  
Heather Lappin (HL) (Dorset Council)  
Jon Bird (JB) (Dorset Council)  
Kathryn Hill (KH) (Dorset LEP)  
Rebecca Davies (RD) (Dorset LEP)

#### **Apologies:**

Arabella Lewis-Smith (AL)  
Cllr Drew Mellor (DM)  
Nicola Newman (NN)  
Paul Read (PR)  
Cllr Tony Ferrari (TF)  
Cllr Spencer Flower (SF)

#### **Presenting:**

Cas Paton - OnBuy

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Arabella Lewis-Smith, Drew Mellor, Nicola Newman, Paul Read, Tony Ferrari and Spencer Flower.</p> <p>There were no Declarations of Interest.</p>	
<b>2.</b>	<b>Guest Presentation</b>	
2.1	<p><b>Presentation from OnBuy</b></p> <p>CB introduced Cas Paton (CP) from OnBuy.</p> <p>CP presented on the company OnBuy including when it was launched, the nature of the business and its rapid growth both financially and globally. He explained that the company made the decision to retain its headquarters in Dorset and expand its office space.</p> <p>CP explained he felt there was a strong alignment between OnBuy and the Silicon Beach concept which is the reason for his growth in Dorset. He stated the company's recruiting of tech talent to the region has built awareness of what Dorset stands for and is a great opportunity but more could be done to support businesses who want to grow in the area.</p> <p>He advised that support for new companies in finding space at Lansdowne is needed as well as work to attract and build a community of digital, tech and creative sectors at Lansdowne. CP also advised that encouraging the establishment of provisions for office workers such as café's shops and bars would help strengthen the area as a business environment.</p> <p>The Board thanked CP for his presentation and congratulated him on the success of his business and how helpful hearing his account of growing his business in Dorset had been.</p> <p>JB said he was interested to hear what else BCP could do to support OnBuy now and in the future.</p> <p>CP reiterated that it is essential to remove barriers and proactively offer support for new companies in the area particularly in expanding both in terms of physical space and human resource recruitment</p> <p>CP also advised support for companies who want to attract top talent away from London is needed. Selling the leisure aspects for future employee's work-life balance is essential as well as the future vision of Lansdowne being a fantastic place to work.</p> <p>GF said he had met with CP to talk about some of these challenges around accommodation. He advised that there has been significant investment into the Lansdowne area and that BCP are committed to making sure it is the premier business district in Dorset. GF stated that he would gain an update from colleagues and provide a presentation on Lansdowne as a key business district at the next Board meeting.</p> <p>DG asked whether there was also an opportunity to create a pipeline of talent through the local colleges and Universities. CP said he had been talking to Bournemouth University and that he is currently looking for a new HR Director</p>	

Item	Notes and Decisions	Action
<b>2.</b>	<b>Guest Presentation Cont'd</b>	
2.1	<p><b>Presentation from OnBuy Cont'd</b></p> <p>to build those local relationships. He stated they are interested in building a pipeline but at present due to their rapid growth need experienced talent to hit the ground running.</p> <p>NG thanked CP for his presentation. He explained that he has built high tech businesses over the years and attracting talent is an issue he too had experienced. He emphasised the importance of recognising challenges and taking on Board CP's experiences today in order to attract and retain businesses in Dorset.</p> <p>CB thanked CP for sharing his experiences and stated that we would follow up with an email of the various Board members who have offered support's details.</p> <p>CP left the meeting.</p>	CO
3.	The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.	
7.3	<p><b>Business Growth and Inward Investment Committee</b></p> <p>JSu informed the Board that the Business Growth and Inward Investment Committee was reviewing its Terms of Reference to ensure it is strategically focused. A working group will review the Terms of Reference following the outcome of the LEP Review to ensure this and make any suggested changes for consideration to the Board.</p> <p>The Board approved the recommendations in the paper, which were that they:</p> <ul style="list-style-type: none"> <li>• note the review growth hubs and business support alongside the wider national business support offering</li> <li>• note the continued success of the Peer Networks programme</li> <li>• note the latest successes through the Bid Writing Support Service.</li> </ul>	All noted
7.2	<p><b>Enterprise Zone Committee</b></p> <p>JSu updated on the Enterprise Zone. He advised that the Battlelab continues to grow and has further aspirations. He informed that there will be an opening ceremony for the Battlelab in November and then a Ministerial level event at the Enterprise Zone in the new year.</p> <p>JSu advised links had been made with the Dorset LEP funded AUB Innovation Centre regarding potential collaboration. He also updated that we continue to work with Dorset Council and the MoD as to how they might stimulate the rest of the Enterprise Zone site.</p>	
4	<p><b>Interim Director's Update</b></p> <p>CO said she would take the paper as being read and invited ES to comment on the LEP Review and Cabinet reshuffle.</p> <p>ES informed the Board that the Ministry of Housing, Communities and Local Government is now the Department for Levelling Up, Housing and Communities</p>	

Item	Notes and Decisions	Action
4	<p><b>Interim Director's Update Cont'd</b></p> <p>and advised that Michael Gove is now the Secretary of State for Levelling Up, Housing and Communities and Minister for Intergovernmental Relations. She confirmed that the LEP Review is still ongoing, is expected to be announced alongside the Levelling Up White Paper and Comprehensive Spending Review in the autumn.</p>	
5	<p><b>Chair's Update</b></p> <p>CB gave a brief update. She said that Michael Gove's new position presents a key opportunity for LEPs. CB highlighted the open letter for the Great South West to be recognised as the 'UK's Natural Powerhouse' and updated the Board that we have been regularly writing to our local MPs.</p> <p>CB stated it was exciting that the business case pipeline call was engaging new organisations and updated that she had received a number of calls from private sector companies asking about this.</p> <p>She congratulated Dorset Council for receiving 3 prizes at the Connected Britain awards in relation to 5G.</p> <p>CB informed the Board that two Board members will be leaving at the end of the year. She explained that EH is taking on a new position and leaving AUB and that DG is retiring. She formally thanked them for all the work they have done both on the Board and in their Committees.</p>	
<b>6.</b>	<b>Governance</b>	
6.1	<p><b>Performance and Investment Committee (Confidential - Commercially Sensitive)</b></p> <p>DD took the paper as read and a discussion took place.</p> <p>The Board approved the recommendations in the paper:</p> <p><b><u>Local Growth Fund</u></b> NOTE: The Board notes the outcome of the Gillingham Growth residual land project written procedure</p> <p>NOTE: The Board notes the success and achievements of the Local Growth Fund Programme.</p> <p><b><u>Getting Building Fund</u></b> NOTE: The Board notes the project end date extension from November 2021 to March 2022 for the Network Infrastructure (Bournemouth &amp; Poole College) project, approved by the Performance &amp; Investment Committee on 7 September 2021.</p> <p>NOTE: The Board notes the Getting Building Fund financial and programmatic update.</p>	<p>All noted</p> <p>All noted</p> <p>All noted</p> <p>All noted</p>



Item	Notes and Decisions	Action
6.	<b>Governance</b>	
6.2	<p><b>Overview and Scrutiny Committee</b></p> <p>CO took the paper as read and highlighted to the Board that topics covered in the last meeting were how Dorset LEP engages the business community through its communications, how Dorset LEP shares best practice with other LEPs and what activity Dorset LEP has supported in terms of energy and digital. She also stated that the Committee had requested for the next meeting some local MPs are invited to discuss their view in the meeting itself on how the LEP and MPs can work more closely together.</p> <p>LR stated that continuing engagement with the local rural business community is essential.</p> <p>SU stated reaching a wide range of businesses across Dorset is essential through our communications. SU said the Overview and Scrutiny Committee is working really well, that it was a very interesting last meeting and the Committee ask lots of great questions.</p>	
6.3	<p><b>Nominations and Remuneration Committee (Confidential - Commercially Sensitive)</b></p> <p>JA informed that the Committee met and discussed the Director recruitment process and gender balance of the Board. He provided a summary of the paper and stated the Committee agreed that once the outcome of the LEP Review is known a Board review should be undertaken to ensure the right skills balance.</p> <p>The Board approved the recommendations in the paper which were that they:</p> <ul style="list-style-type: none"> <li>• approve appointing the two female Board member pipeline candidates if they accept the offer of a one year co-opted position.</li> <li>• approve undertaking a Board review once the outcome of the LEP review is known.</li> <li>• endorse establishing a Dorset Low Carbon Energy Partnership as a Strategic Infrastructure Committee subgroup, with the provided Terms of Reference and Board member Nick Gaines as Chair.</li> </ul> <p>NG reminded the Board that this latter recommendation follows from the Dorset Low Carbon Energy Opportunities document the Board approved at the last meeting. He emphasised that the purpose of the Partnership is to engage partners, ensure alignment around priorities and sharing of best practice to accelerate emerging opportunities.</p> <p>LR stated he was supportive of the Partnership and suggested the education representation is reduced to one Further Education and one Higher Education representative and this was agreed.</p>	<p>All approved</p> <p>All approved</p> <p>All approved</p>

Item	Notes and Decisions	Action
<b>7.</b>	<b>Strategy</b>	
7.1	<p><b>Skills Advisory Panel and Board</b></p> <p>EH said she would take the paper as read and highlighted the great work around the Labour Market Information data that RD's team provides.</p> <p>She informed the Board that in the Cabinet reshuffle the Secretary of State for Education was changed and that the two sub ministers are coming together to work on further education and higher education.</p> <p>EH mentioned she was leaving her position at AUB later this year and therefore her position on the LEP Board and committees.</p> <p>NG stated the work around digital skills and lifelong learning was great and we need to accelerate this further.</p> <p>EH mentioned that some areas of the country already have devolution deals in regards skills funding and this would be of benefit to Dorset. ES gave an update on the County Deals proposition and that this could offer the devolution deal needed for Dorset and that there will be more details in the White paper. She confirmed the County Deals are Local Authority led, there will be more details as to what the deals contain later in the year and that BCP had already been in discussions with Cities &amp; Local Growth Unit regarding this.</p>	
<b>8.</b>	<b>Papers for Information</b>	
8.1	<p><b>Advisory Group Updates</b></p> <p>The Board noted the Dorset Tourism Association update paper.</p> <p>SU informed that the Destination Management Organisation review came out at the end of last week and is being considered and response put together by the Association. She stated a key issue in the hospitality industry remains to be staffing which as a result of a shortage, some restaurants and pubs are having to take the decision to reduce their opening times.</p> <p>JB agreed with this point and stated it is something that will not quickly or easily be resolved. He also expressed his concern that there are staff shortages in the care sector.</p>	
<b>9.</b>	<b>Any Other Business</b>	
9.1	<p>CB stated the next Board meeting in November will be essential as it will discuss the outcome of the LEP review and asked Board members to prioritise attending, especially in person where possible.</p>	
9.2	<p>DG informed the Board that Bournemouth &amp; Poole College are having a launch event for their Career Ready Hub on Wednesday 6 October from 4.00 to 6.00 pm at the Lansdowne site and Board members are welcome to attend.</p>	
9.3	<p>IG stated that from a business perspective the local market shows signs of recovery but highlighting the labour issues. He also advised that the speed of planning permission is still being highlighted as a key issue for local businesses.</p>	

Note: Date of Next Meeting - 25 November at 10.00 am. This is being held at Bournemouth University, BH12 5BB and there will be an option for virtual attendance for those who cannot make the meeting in person.

## DORSET LEP BOARD MEETING COVER SHEET

<b>Meeting Date</b>	25/11/21	<b>Item Number</b>	3
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Interim Directors Update		
<b>Recommendation</b>	<ul style="list-style-type: none"> <li>• It is recommended the Board note the ongoing delay to the LEP review and the corporate risks associated with this.</li> <li>• It is recommended the Board notes the positive outcomes of our reviews with government and corporate activity around the business case pipeline and supporting key sectors.</li> </ul>		
<b>Papers are provided for:</b>	<b>Decision</b> <input type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>

### 1. PURPOSE

This paper provides the Board with key strategic information and updates. This includes an update on the LEP review, Great South West activity and an update on the Business Case Pipeline.

In terms of corporate level information, Appendix 1 contains a high-level strategy activity summary and Appendix 2 the Corporate Risk Register.

### 2. SUMMARY/BACKGROUND

#### LEP Review

We received confirmation that our second tranche of 2021/22 core funding will now be issued to LEPs. The Board has been updated as to the delay in the LEP Review outcome and the Corporate Risk Register (Appendix 2) captures the key risks for Dorset LEP at this time.

Ensuring we maintain our excellent track record of programme management and progress against our agreed priorities is key, particularly in the current complex economic environment. Continuing to work effectively with local partners to place Dorset in the best possible position for future investment opportunities (such as the UK Shared Prosperity Fund) is also a primary concern. The Finance, Audit & Corporate Risk Committee will continue to discuss any impacts of the LEP Review and make any necessary recommendations to the Board.

On a national level, we supported a social media campaign of PR activity over the past month from the LEP Network to highlight the impact of LEPs in the fields of Net Zero, Skills, Business Support and innovation. Through the LEP Network we made a submission to the Spending Review outlining how LEPs stand ready to deliver on the Government's Levelling Up ambitions and to implement the Plan for Growth at a local level.

#### Reviews with Government

We had our Mid-Year Conversation with Cities and Local Growth Unit in September where we were able to highlight many of our achievements this year. We were congratulated on aspects such as the management of our Local Growth Fund and Getting Building Funds and the recycling of our Growing Places Fund. There were no concerns as to performance raised and therefore no recommended remedial actions to be implemented.

We also had our Annual Growth Hub review with the Department for Business, Energy and Industrial Strategy in October. Details are within the Business Growth & Inward Investment paper but highlights include that customer service across the network remained at 69% and for Dorset, we were delighted that figure was 97%. BEIS noted that we had seen a significant increase in the number of businesses we had supported over the reporting period and that our reach was proportional to the overall business population. As such, they were happy with the direction of travel which was in keeping with the national trend across the growth hub network.

### **Comprehensive Spending Review**

In October's announcement it was revealed that the British Business Bank has been provided with £200m to provide a new fund for businesses in the South West of England, building on the Cornwall and Isles of Scilly Investment Fund. More details will be shared as they emerge.

### **Business Case Pipeline Update**

The expert panels took place and provided a set of recommendations to the Board who met to agree the four applications to supported to be transformed into full business cases.

### **Sectors Highlights**

**AgriTech:** The South West AgriTech Positioning Paper has now been completed and circulated to the 6 South West LEPs and partners - such as the Department for International Trade for both export and Foreign-Direct-Investment opportunities. The positioning paper articulates the case for the South West's position as the UK's growing powerhouse in AgriTech, supported by the work of a collaboration of cross-sector partners under the banner of South West AgriTech. The positioning paper may also be used to support strategic conversations about regional unique selling points for the Great South West and Western Gateway. You can read the paper [here](#).

**Health:** Led by Board member Luke Rake, we will be submitting a proposal for the development of the One Health Nucleus (OHN) - a One Health focused Knowledge Exchange entity which will support potential high-growth companies to establish clean growth commercial solutions to global One Health problems. The paper will be circulated to the LEP Board in December 2021.

**Rural:** We are supporting research with South West partners which will provide insight into support measures for farmers in the region who are facing changes in financial support and the potential for significant wider economic impacts from farmers deciding to reduce/abandon agriculture. We will also be participating in the All-Party Parliamentary Group for the Great South West 23 November which has a focus on Rural Productivity in the Great South West region.

The Government has announced £120m Farming Innovation Programme and a £27m Farming Investment to support farming innovation and adoption of sustainable technology. We will be supporting a farmer-led farming innovation group which will help shape a Dorset strategy to optimise access to this funding. This strategy will also be used to inform the support we can provide via our bid writing support service to assist farmers in applying into competitive rounds in 2022. This initiative aligns with both our One Health agenda in terms of food production and our ambitions to reduce carbon emissions.

**High Performing Opportunities (HPOs):** ahead of the COP26 conference, the UK government hosted the Global Investment Summit in October which focused on galvanising foreign investment in the UK's green industries of the future. As part of this campaign of activity, the Department for International Trade (DIT) brought together a portfolio of strategically important and innovative sustainable investment opportunities

from across the UK to highlight to investors. This virtual catalogue of investable opportunities is known as the Investment Atlas. The first iteration of the Investment Atlas will focus on clean investment in the UK and align to the key themes set out in the Prime Minister's 10 Point Plan and includes the Sustainable Aquaculture and Marine Autonomy High Potential Opportunities, both of which focus or feature Dorset.

Following the conclusion of COP26 in November 2021, the Atlas will be expanded to covers all sectors and opportunities actively promoted by DIT (including all HPOs).

Maritime: Back in September, a consortium of industry, research and local government bodies – including the three South West LEPs – submitted a plan to Government that would confirm the South West's position at the global forefront of ocean technology research and innovation. The Ocean Futures programme creates a blueprint for the region's future blue economy and identifies the South West's key strengths in fields including marine autonomy, digital innovation and the development of clean maritime technologies.

In a detailed prospectus, partners from across the region have set out how they will work together to ensure the South West builds on its impressive maritime heritage, extensive research assets and industrial capability to continue leading the world in the sustainable exploitation of the ocean. It outlines a programme of investment that, if approved, would provide continued support to develop a highly skilled workforce, increase innovation in marine technology businesses, and further expand the region's R&D infrastructure.

A key part of the programme is the concept of a SW Innovation Service that will focus on (but is not limited to) clean maritime, autonomy and digital oceans. The ambition is to resource a project with similar aims to the existing Marine Business Technology Centre and Marine I, but that unleashes the R&D capacity of/to businesses across the whole region, including Dorset and Somerset.

An initial meeting has taken place with representation from Dorset LEP, BCP Council and Dorset Council. A draft options paper is being developed that can be tested with key stakeholders and will be ready for limited circulation in early December 2021.

### **Infrastructure Highlights**

Energy: Our work as a Board representative on the South West Energy Hub continues. We have also secured a dedicated Programme Manager position within the South West Energy Hub. This role - which is currently being recruited to - will lead the identification, co-ordination and development of energy projects in Dorset, acting as the first point of contact for local authorities and other stakeholders. The successful candidate will assist in project appraisal and development in the energy sector and offer support throughout the process including options assessment, feasibility, building the business case, initial design & planning to securing investment.

Transport: We continue to participate in the Association of Directors of Environment, Economy, Planning & Transport (ADEPT) South West Sub National Board. Through this we have worked on the policy challenge paper on the Transport Decarbonisation Plan which has been shared with the Department for Transport and with the National Audit Office on their report around local government and net zero which has been recently published.

### **Community Renewal Fund**

This is a government fund worth £220 million to help local areas prepare for the launch of the UK Shared Prosperity Fund in 2022. It aims to support people and communities most in need across the UK to pilot programmes and new approaches and will invest in skills, community and place, local business, and supporting people into employment.

The government has published the successful bids under this fund and our region received funding for an application submitted by Dorset Council which Dorset LEP supported. This is very positive news for Dorset schools as this project is focused on providing innovation space and free access to Young Enterprise services for the year.

### **Communications Update**

Since the last Board meeting our highest-performing media coverage features included the opening of the Centre of Excellence for Construction Skills & Engineering at Weymouth College, the showcasing of opportunities to unlock Dorset's net zero potential, and the launch of AUB's Innovation Studio.

Board members Luke Rake and Sara Uzzell participated in two thought leadership pieces and both articles helped to generate good engagement on our Linked In site and press coverage in [Dorset Echo](#) and [Dorset View](#), raising awareness of our expertise and support for developing skills in the hospitality and sustainability sectors and particularly promoting our Labour Market insight information.

Our call for investment pipeline projects generated more than 560 unique page views to the dedicated webpage and the *Back to Business* campaign led by Dorset Gateway was also one of our top webpages over this reporting period receiving more than 450 unique views. Our contributions to the national LEP Network *#LEPFutureValue* campaign continued with good engagement via *#DorsetLEPEffect* across our social media platforms showcasing Dorset LEP's impact. Additionally, there was a resurgence of engagement with *#DorsetAquaBites* and Dorset's aquaculture sector in light of the first South West Aquaculture Network AGM in October.

### **3. RECOMMENDATION**

- It is recommended the Board note the ongoing delay to the LEP review and the corporate risks associated with this.
- It is recommended the Board notes the positive outcomes of our reviews with government and corporate activity around the business case pipeline and supporting key sectors.

**DORSET LEP BOARD MEETING COVER SHEET**

<b>Meeting Date</b>	25/11/21	<b>Item Number</b>	5.1
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	UK Export Strategy		
<b>Recommendation</b>	None - for information		
<b>Papers are provided for:</b>	<b>Decision</b> <input type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>

**1. PURPOSE**

This paper is to provide the context behind the Department for International Trade (DIT): UK Government's Export Strategy presentation which will be given at the November Board meeting.

**2. SUMMARY/BACKGROUND**

Paul Shand is the UK Government's Head of Trade for the South West, DIT and works to help businesses to export and drive investment into the region. He is responsible for:

- Encouraging businesses to trade and ensuring they can access the support they need to grow overseas.
- Promoting the South West as a destination for overseas investment.
- Working with regional partnerships (including the Western Gateway) and other parts of government to help grow the South West economy.

Paul will present to the Board the Government's new Export Strategy, launched in November. His presentation will set out the strategy and describe how DIT will support businesses to export and any changes to the current approach. It will also explain what this means for businesses across Dorset and present opportunities for Dorset LEP and DIT working more closely together.

**3. RECOMMENDATION**

None - for information only.

**DORSET LEP BOARD MEETING COVER SHEET**

<b>Meeting Date</b>	25/11/21	<b>Item Number</b>	6.1
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Finance, Audit & Corporate Risk Committee Update		
<b>Recommendation</b>	<ul style="list-style-type: none"> <li>It is recommended the Board notes the Finance Report 2021/22.</li> </ul>		
<b>Papers are provided for:</b>	<b>Decision</b> <input checked="" type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input type="checkbox"/>

**1. PURPOSE**

The purpose of this paper is to provide key aspects of finance, audit and corporate risk discussed by the Committee.

**2. SUMMARY/BACKGROUND**
**2.1 FINANCE**

The Committee reviewed the 2021/22 Finance Report and recommended the Board notes the paper. Since approval, following the confirmation of the release of the second tranche of core funding, the forecast has been updated and the Committee Chair has approved this change.

**2.2 AUDIT**

The Committee reviewed and agreed that the level of audit oversight was proportionate, and to a proposal that up to 4 days per year of Dorset Council internal auditing time be made available for the Committee to use as required.

**2.3 CORPORATE RISK**

A key risk is the ongoing national LEP Review, the outcome of which is still unknown. The Committee agreed that in the absence of the outcome of the national LEP Review all mitigation that could be implemented was in place. The latest version of the corporate risk register is shared in the Board paper pack under the Interim Directors update.

They also approved the recommendation that the Committee reconvene in early January or earlier if outcome of LEP review is known.

**3. RECOMMENDATION**

It is recommended the Board notes the Finance Report 2021/22.



**DORSET LEP BOARD MEETING COVER SHEET**

<b>Meeting Date</b>	25/11/21	<b>Item Number</b>	6.2
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Nomination & Remuneration Committee Update		
<b>Recommendation</b>	<ul style="list-style-type: none"> <li>• The Board are recommended to approve appointing Paul Gough as the AUB representative, replacing Emma Hunt, as a Board Member and member of the CIC from 1 December 2021.</li> <li>• The Board are recommended to approve appointing Liz Williams and May Palmer as co-opted Board Members and members of the CIC, for a period of one year, from 1 December 2021, with the timescales outlined in this paper.</li> <li>• The Board are recommended to approve appointing Phil Sayles as the FE representative, replacing Diane Grannell, as a Board Member and member of the CIC from 1 January 2022.</li> <li>• The Board are recommended to note the appointing of Jim Stewart to replace Emma Hunt on the Nomination &amp; Remuneration Committee following a Written Procedure.</li> <li>• The Board are recommended to appoint a private sector Board member to join the Finance, Audit and Corporate Risk Committee in the November Board meeting.</li> </ul>		
<b>Papers are provided for:</b>	<b>Decision</b> <input checked="" type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input type="checkbox"/>

**1. PURPOSE**

This paper details the changes to Board membership and committee membership and has recommendations for Board approval.

**2. SUMMARY/BACKGROUND**
**Board Member Changes**
Replacement representatives

Board member Diane Grannell will be leaving her position within Bournemouth & Poole College and will be replaced on the Board by Phil Sayles from 1 January 2022 as the Further Education College representative, as per our Articles of Association.

Board member Emma Hunt will be leaving her position within Arts University Bournemouth (AUB) and will be replaced on the Board by Paul Gough from 1 December 2021 as the AUB representative, as per our Articles of Association.

On behalf of the Board, the Committee formally thanks both Diane and Emma for their commitment to Dorset LEP and their invaluable contributions as part of this as Board and Committee Chairs.

#### New independent members

Following previous Board agreement to approach Liz Williams and May Palmer (who were part of the Board member pipeline) to join the Board as 1-year co-opted members, both have accepted the offer to join the Board. Following Board approval they will undergo an induction and join the Board from 1 December 2021.

This will enable us to remain compliant with the one third female Board membership and the Committee will explore increasing to 50% following the outcome of the LEP Review, as this is a target for 2023.

The Board are recommended to approve appointing Phil Sayles and Paul Gough to the Board as full members and Liz Williams and May Palmer as 1-year co-opted members with the timescales outlined above.

The Board are recommended to approve appointing Phil Sayles, Paul Gough, Liz Williams and May Palmer as members of the Dorset Local Enterprise Partnership CIC.

### **Committee Member Changes**

#### Nomination & Remuneration Committee

When Board member Emma Hunt leaves her AUB position, a vacancy will arise on the Nomination & Remuneration Committee. The Committee approved Jim Stewart to join this Committee via Written Procedures on 11 November 2021 and the Board are recommended to note this decision.

#### Skills Advisory Panel and Board (SAPB)

Emma also Chairs SAPB and a vacancy will arise when she leaves her current role. The SAPB agreed to appoint Board member Luke Rake as the replacement Chair as per the delegated authority to do so within the SAPB Terms of Reference.

#### Finance, Audit and Corporate Risk Committee

When Board member Diane Grannell leaves her position within Bournemouth & Poole College, a vacancy will arise on the Finance, Audit and Corporate Risk Committee. One private sector Board member vacancy therefore exists on this Committee and the Board will be asked to fill this in the November Board meeting.

### **3. RECOMMENDATION**

- The Board are recommended to approve appointing Paul Gough as the AUB representative, replacing Emma Hunt, as a Board Member and member of the CIC from 1 December 2021.
- The Board are recommended to approve appointing Liz Williams and May Palmer as co-opted Board Members and members of the CIC, for a period of one year, from 1 December 2021, with the timescales outlined in this paper.
- The Board are recommended to approve appointing Phil Sayles as the FE representative, replacing Diane Grannell, as a Board Member and member of the CIC from 1 January 2022.
- The Board are recommended to note the appointing of Jim Stewart to replace Emma Hunt on the Nomination & Remuneration Committee following a Written Procedure.
- The Board are recommended to appoint a private sector Board member to join the Finance, Audit and Corporate Risk Committee in the November Board meeting.

The papers for agenda Item 6.3 are not included as they are Commercially Sensitive

**DORSET LEP BOARD MEETING COVER SHEET**

<b>Meeting Dates</b>	25 November 2021	<b>Item Number</b>	7.1
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Enterprise Zone Committee Meeting Update		
<b>Recommendation</b>	None – for information only		
<b>Papers are provided for:</b>	<b>Decision</b> <input type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>

**1. PURPOSE**

The purpose of this paper is to update the Board as to the last Enterprise Zone meeting held on 9 November 2021 which was Chaired by Board member John Sutcliffe; the minutes of the meetings can be found here:  
<https://www.dorsetlep.co.uk/enterprise-zone-committee>.

**2. SUMMARY/BACKGROUND**
**I. Enterprise Zone Investment Plan**

Following the November Enterprise Zone Committee meeting, the Memorandum of Understanding between Dorset LEP and Dorset Council is in the last stages of finalisation.

The Committee's Terms of Reference have been reviewed and agreed by the group.

The Investment Plan has been shared between Dorset Council, Dorset LEP and Ministry of Defence (MoD) with the clarity on measurable criteria and the direction for the Enterprise Zone. A plan in terms of resources and implementation will need to be put in place as the next stage.

All stakeholders are working well together as a community in terms of the future plan, skills and the potential academic partnership into the region. Mechanisms have been put in place to aid information sharing and collaboration, such as shared progress and update activity documents. The Committee is advancing with progress and this is a good news story in our region.

**II. Academic Engagement**

There are several strands of activity that are taking place under the academic engagement between MoD, Dorset LEP and Arts University Bournemouth, Bournemouth University, Universities of the South West and the Defence Academic Enterprise.

**III. Defence BattleLab**

Phase 1 of the BattleLab is complete. Phase 2 will be operational by early January 2022 with a launch event expected to take place late January.

**3. RECOMMENDATION**

None – for information only

## DORSET LEP BOARD MEETING COVER SHEET

<b>Meeting Date</b>	25.11.21	<b>Item Number</b>	7.2
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Dorset LEP Business Growth and Inward Investment update		
<b>Recommendation</b>	It is recommended the Board: <ul style="list-style-type: none"> <li>• Notes the positive outcome of the Growth Hub Annual Review discussion with Government.</li> </ul>		
<b>Papers are provided for:</b>	<b>Decision</b> <input type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>

### 1. PURPOSE

To brief the Board on activities and developments relating to business growth and inward investment activity within Dorset LEP and current activity within the key sectors across Dorset.

This report supports Dorset LEPs strategic objective for business growth and attracting inward investment to increase employment opportunity and raise productivity of businesses across the region. This paper aligns with Dorset LEP's governance structure and will reflect those areas that are overseen by the Business Growth and Inward Investment (BG&I) Committee.

Inward investment is achieved through the delivery of the Memorandum of Understanding for foreign direct investment in partnership with the Department for International Trade (Investment Services Team).

### 2. SUMMARY/BACKGROUND

#### 2.1 Dorset Gateway Annual Review

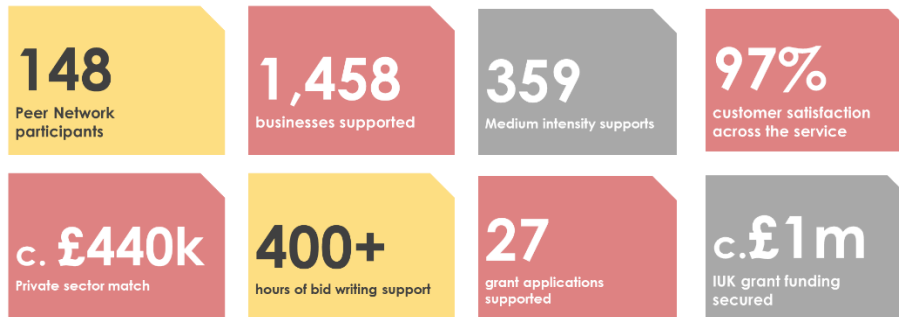
The Interim Director and Business Engagement and Dorset Gateway Manager attended the Growth Hub Annual Review with the Department for Business, Energy and Industrial Strategy (BEIS). The purpose of the discussion was to receive feedback on the Dorset Gateway's (Dorset LEP's growth hub) performance for the financial year 2020/21. It was also a chance for BEIS to update us on the performance of the wider growth hub network and offer some updates on the future business support landscape.

On a national level, growth hubs had stepped-up during the pandemic to ensure businesses received vital advice and support at a critical time. Coupled with the challenges around the UK's departure from the EU, BEIS were pleased with the way that additional funds for growth hubs had been utilised. This was reflected in the performance metrics reported by each growth hub in their respective annual reports.

As a comparison, in 2019/20, growth hubs engaged with 1.5 million businesses offering one-to-one support to around 170,000 of those. In 2020/21, those figures were 2.3

million and 283,000. At the same time, customer service across the network remained at 69% - for Dorset, that figure was 97%.

## 2020/21 Outputs



**Figure 1:** A summary of the key outputs that highlighted to BEIS

In terms of our own performance, BEIS noted that we had seen a significant increase in the number of businesses we had supported over the reporting period and that our reach was proportional to the overall business population, As such, they were delighted with the direction of travel which was in keeping with the national trend across the growth hub network.

## 2.2 Helping Dorset businesses to increase their resilience against the impact of economic shocks

### Back to Business: BCP Futures Campaign

This programme, funded by BCP Council as part of their BCP Futures Campaign, is aimed at helping businesses in the BCP area recover stronger from the impacts of the COVID-19 pandemic. This project officially started at the beginning of September and will conclude by 31 March 2022. With the aim of engaging with around 100 businesses in the BCP region, the programme to date is being well received, with 41 businesses contacting us directly about the support available.

Whilst the programme aims to help businesses recover, it is important to ensure that this support is not simply for businesses that are struggling but for those that have weathered a storm over the last 20 months and are looking for opportunities to grow beyond where they were before the pandemic.

To help achieve the aims of this programme, we have appointed two delivery partners – Evolve and Digital Storm – to provide tailored support, worth up to £2,000 to around 16 of those businesses who engage in the programme.

More information can be found at: <https://www.dorsetlep.co.uk/back-to-business>

### Peer Networks Programme

The Peer Networks Programme for 2021/22 continues to be delivered across Dorset as part of the national Peer Networks programme. There are currently 113 businesses across 11 cohorts participating in the programme.

Recruitment for this programme remains more challenging than it was last year but we have been working with our delivery partners to identify ways of reinvigorating this business support offer; this includes specific themes around Marine businesses and Environmental Social Governance.

Members of the Dorset Gateway team have been observing a number of the Peer Network sessions being delivered by partners over the course of the last few months. Subject to a few minor adjustments that we have feedback to delivery partners, the sessions are running in line with the action learning set (ALS) process required by the government department running the programme, BEIS.

As a reminder, the Programme is free for owners, directors and senior managers whose business employs between 5 and 250, has been in operation for more than 12 months and has a minimum turnover of £100,000. More information about the programme can be found on Dorset LEP's website:

[www.dorsetlep.co.uk/peernetworks](http://www.dorsetlep.co.uk/peernetworks)

### **Support for small businesses**

We have continued to promote the opportunity for Dorset's retail and service businesses in six town areas across Dorset to register for free with e-commerce platform, ShoppAppy. The e-commerce platform offers retailers and service providers the opportunity to make sales as part of a local digital community whilst encouraging customers to rediscover and re-connect with their high-streets.

The numbers of businesses registered on the platform for each by area are:

- Wimborne - 40 (plus 3 to complete profile)
- Bridport - 10
- Gillingham - 10
- Sherborne - 10
- Bournemouth - 3
- Sturminster Newton - 1

In preparation for the festive period and Small Business Saturday, at the start of December, ShopAppy has contacted registered businesses to encourage them to upload Christmas stock onto their pages. They are also fine-tuning the search engine optimisation for all the businesses to ensure they can optimise customer searches for products or services.

Westbourne and Southbourne have been identified as highstreets in the Bournemouth area which could take advantage of the platform and ShopAppy has secured data for these areas so they can contact businesses. They have also liaised with the Coastal and Town Business Improvement Districts (BIDs) to see if their members would like to appear on the platform. The Coastal BID have said they would like to consult with their Board before taking it forwards.

### **Help to Grow: Management and Digital**

The government has launched two new flag-ship business support programmes aimed at increasing business productivity amongst SMEs in the UK.

**Help to Grow: Management (HiGM) Course** - this supports senior managers of small and medium sized businesses to boost their business's performance, resilience, and long-term growth. It is a 12-week programme is designed to be taken alongside full-time work through a combination of online sessions and face-to-face learning. The cost to attend is also 90% funded by the Government with businesses contributing £750.

The eligibility criteria is very similar to that of the Peer Networks programme:

- Small or Medium-sized Enterprise (SME) based in the United Kingdom
- From any business sector, employing between 5 and 249 people
- Have been operational for at least one year

- Not a charity.

Delivered by leading UK business schools, including Bournemouth University's (BU) Business School, and accredited to the Small Business Charter, HtGM includes 50 hours of in-depth training, 1:1 business mentoring, and the opportunity to grow business. Colleagues in Dorset Gateway are working closely with the BU Business School programme lead for HtGM to promote this opportunity amongst Dorset SMEs. To that end, we have dedicated a page on our website to the programme and written to all of last year's Peer Networks participants (other than charities) to highlight this opportunity <https://www.dorsetlep.co.uk/help-to-grow-management>.

**Help to Grow: Digital (HtGD)**- In December, the government will officially launch this initiative. As part of this programme, businesses will be able to get free, impartial online support on how technology can boost their performance through a new online platform. Eligible businesses will also be able to get a discount of up to 50% on the costs of approved digital software, up to a maximum of £5,000.

Many businesses had to diversify and adapt how they conducted and operated business during the pandemic to survive and HtGD will help businesses build on their new ways of working so they can bounce back better. The support businesses will receive through this programme will also help them plan for the future, ensure they are being innovative in how they do business and give them the best chance to compete and grow. All businesses will be able to benefit from free online support on the platform.

Vouchers are expected to be available for software that helps businesses build customer relationships and increase sales, make the most of selling online and manage their accounts and finances digitally. These vouchers will be available to UK businesses that:

- have between 5 and 249 employees;
- are registered at Companies House or are a registered society listed on the Financial Conduct Authority's Mutuals Register;
- have been trading for more than 12 months; and
- are purchasing the approved software for the first time.

We are again promoting this opportunity via our social media and newsletters as well as doing targeted engagement through our own customer relationship management (CRM) database. To register interest in the scheme, SMEs can visit: <https://register-help-to-grow-scheme.service.gov.uk/>.

## 2.3 Focusing resources on our existing strengths and high-growth sectors

### **South West Aquaculture Network (SWAN) AGM and Conference**

The South West Aquaculture Network held its first AGM and conference on Thursday 28th October 2021 at Kingston Maurward College. The event was attended by around 80 stakeholders from industry, academia and government to highlight with the aim developing strong blue economic growth for coastal communities across the region. The event also included a Market Place with stalls for organisations and businesses to network.

### **South West Agritech Positioning Paper**

A positioning paper stating the case for the region's position as the UK's growing powerhouse in AgriTech has recently been published and is now available to view and download on the Dorset LEP Website: <https://www.dorsetlep.co.uk/aquaculture-agritech-food-and-drink>. This work, which was led by colleagues at Dorset Council, is



supported by the work of a collaboration of cross-sector partners under the banner of South West AgriTech. South West AgriTech comprises of six LEPs– Cornwall and Isles of Scilly, Dorset, GFirst (Gloucestershire), Heart of the South West (Devon, Plymouth, Somerset and Torbay), Swindon and Wiltshire and West of England (Bath & North East Somerset, North Somerset, Bristol and South Gloucestershire); supported by a steering group of currently 30 members drawn from the six local enterprise partnerships and their local partners, academia and government agencies.

### **SW Maritime Innovation Service proposal**

Back in September, a consortium of industry, research and local government bodies – including three South West LEPs – submitted a plan to Government that would confirm the South West's position at the global forefront of ocean technology research and innovation. The Ocean Futures programme creates a blueprint for the region's future blue economy and identifies the South West's key strengths in fields including marine autonomy, digital innovation and the development of clean maritime technologies.

In a detailed prospectus, partners from across the region have set out how they will work together to ensure the South West builds on its impressive maritime heritage, extensive research assets and industrial capability to continue leading the world in the sustainable exploitation of the ocean. It outlines a programme of investment that, if approved, would provide continued support to develop a highly skilled workforce, increase innovation in marine technology businesses, and further expand the region's R&D infrastructure.

A key part of the programme is the concept of a SW Innovation Service that will focus on – but is not limited to clean maritime, autonomy and digital oceans. The ambition is to resource a project with similar aims to the existing Marine Business Technology Centre (MBTC) and Marine I, but that unleashes the R&D capacity of/to businesses across the whole region, including Dorset and Somerset.

An initial meeting has taken place with representation from Dorset LEP, BCP Council and Dorset Council. A draft options paper is being developed that can be tested with key stakeholders and will be ready for limited circulation in early December 2021.

## **2.4 Ensuring innovation is a key foundation of productivity in Dorset**

### **Bid Writing Support Service (BWSS)**

Building on the success of last year's performance, our BWSS has continued to work with local SMEs with the aim of helping them to secure innovation and research-based funding.

This includes working with four local SMEs on applications that have been submitted to recent funding calls and a further seven that are being primed for upcoming funding rounds. This includes one business that is being supported as a result of our recently run 'Promoting Knowledge Transfer Partnerships (KTP)' event that was run in partnership with the KTP network, Arts University Bournemouth and Bournemouth University.

Our most recent success has come as a result of a business attending our Advancing Dorset in Defence, Security and Innovation event in May. A grant of £57,744 was secured for an SME working with the 5G Rural Dorset Team as part of a funding call run by the Defence and Security Accelerator (DASA).

## 2.5 Promoting Dorset as a key inward investment area for innovative, ambitious and fast growing businesses

### Investment Atlas

On 19 October 2021, ahead of the COP26 conference, the UK government hosted the Global Investment Summit (GIS) which focused on galvanising foreign investment in the UK's green industries of the future.

As part of this campaign of activity, DIT brought together a portfolio of strategically important and innovative sustainable investment opportunities from across the UK to highlight to investors. This virtual catalogue of investable opportunities is known as the Investment Atlas. The first iteration of the Investment Atlas will focus on clean investment in the UK and align to the key themes set out in the Prime Minister's 10 Point Plan and includes the Sustainable Aquaculture and Marine Autonomy High Potential Opportunities (HPOs), both of which focus or feature Dorset.

Following the conclusion of COP26 in November 2021, the Atlas will be expanded to covers all sectors and opportunities actively promoted by DIT (including all HPOs). More information is here: <https://www.great.gov.uk/international/investment/>.

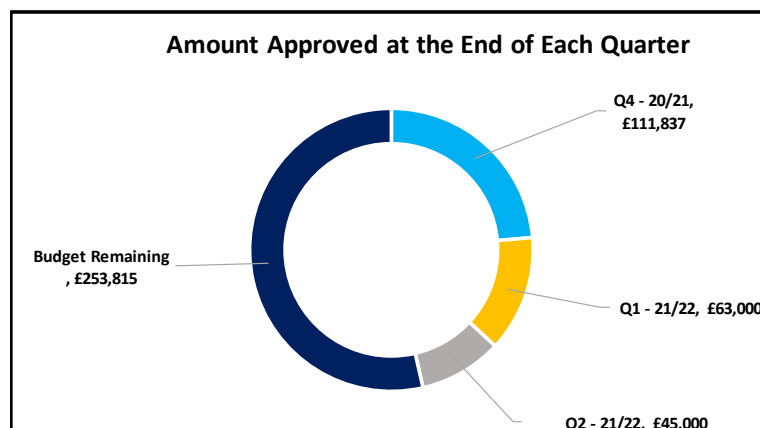
## 2.6 Helping Dorset's businesses to access opportunities for growth through exporting goods and services overseas

### DIT funded support programmes

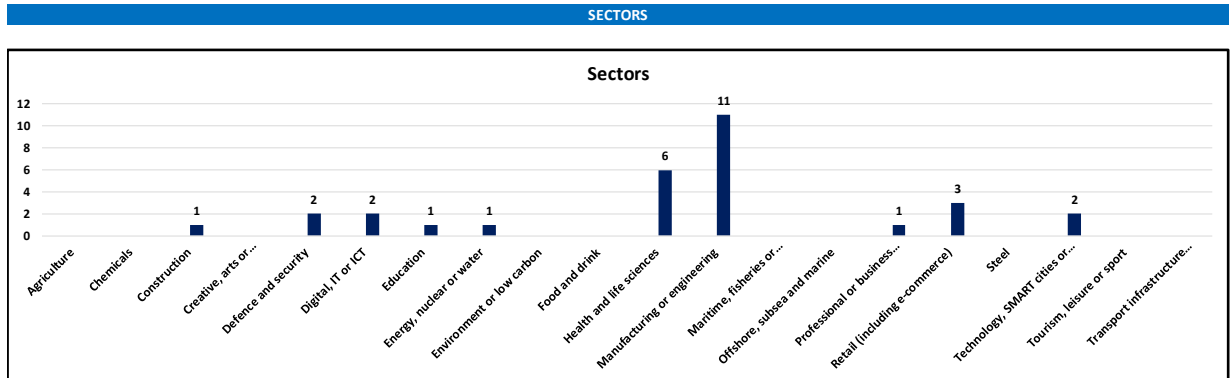
Dorset Gateway's Business Relationship Officer (Trade and Investment) has been working alongside the DIT to connect local businesses with Export Academy and SME Internationalisation Fund.

To date, 31 Dorset SME's have applied for funding via the SME Internationalisation Fund, which offers match-funded grants of between £1,000 and £9,000 to help support future export activity. This is an increase of one business since the previous Board update in September. Twenty Eight of these have received funding offers totalling £219,837. Our target is to help up to 95 Dorset SMEs successfully apply for this fund between now and the end of December 2022. As the table and chart below illustrate, 54% of the funds available for Dorset SMEs are still available. With nearly half of the funding allocated for Dorset, we are on track to achieve to fulfil our funding allocation.

TOTAL FUNDS AVAILABLE REMAINING - MORE DEVELOPED			
Total budget	£473,651		
Awarded this quarter	£45,000	% of overall budget	10%
Total value awarded	£219,837	% of overall budget	46%
Total budget remaining	£253,815	% of remaining budget	54%



The focus of this support is around high growth potential SME businesses that also have high potential to succeed or grow in international markets or can bring new products and services to new international markets. Whilst there is a focus on businesses with annual sales of £500K+ there is scope to support smaller companies.



Manufacturing businesses still make up a majority of the applicants which is a general trend across the south west. Feedback we have received from companies who have shown interest but are unable to apply yet, is that business is still fairly challenging with recruitment and supply chain issues the most dominant themes. However, they have said that once these settle down they will be ready to move forward with their application.

The Dorset Gateway team will continue to promote this programme and look at some targeted activity with key sectors, such as manufacturing and engineering where has been a good level of interest already, as well as underrepresented sectors such as food and drink to try and increase interest in the programme. To find out more, visit: <https://www.dorsetlep.co.uk/business-support-international-trade#InternationalisationFund>

### International Trade Week

DIT held its first ever International Trade Week, between 15 and 21 November. The week-long programme, which included business and sector-led activities, showcasing events and workshops that were available to businesses of all sizes, all sectors aimed to help businesses learn more about selling globally and connecting with trade industry experts. These events took place virtually to ensure they were accessible to wide range of businesses across the UK. The focus was on new market opportunities for businesses with an emphasis on the new free trade agreements that had been agreed post Brexit.

In preparation for this week-long programme, we arranged (in conjunction with DIT) an intensive Export Academy event aimed at food & drink, textiles and IT sectors within Dorset. Colleagues from the Dorset Gateway team have been promoting these events amongst businesses in Dorset through targeted engagement. In the build-up to the week-long programme, we co-hosted an event promoting the Export Academy and highlighting the range of support available for businesses locally and nationally.

### 3. RECOMMENDATION

- To note the positive outcome of the growth hub annual review discussion with government.

## DORSET LEP BOARD MEETING COVER SHEET

<b>Meeting Date</b>	25.11.21	<b>Item Number</b>	7.3
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Strategic Infrastructure Committee Update		
<b>Recommendation</b>	None - for information only		
<b>Papers are provided for:</b>	<b>Decision</b> <input type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>

### 1. PURPOSE

The purpose of this paper is to provide the Board with an update as to the discussion within the Strategic Infrastructure Committee held in October 2021, chaired by Board member Nick Gaines.

### 2. SUMMARY/BACKGROUND

The Committee received a presentation on investments in the Dorset rail network. This included a range of activity from station travel plans to strategic studies.

The Network Rail South West Mainline Strategic Study has been published and can be found on the Network Rail [website](#). Phase Two of the Network Rail Main Line strategy has begun and will look at the infrastructure from Woking out towards Bournemouth, Salisbury, Alton and Portsmouth. Network Rail continue to work towards completing the Dorset Connectivity Strategic Study and have started a Wessex focussed rail freight study on the back of the joint work published with Highways England.

An update was given on the Connected Dorset subgroup which, at its last meeting, considered relevant policies and funding opportunities arising from the pandemic, the Transforming Cities Fund, Road Investment Strategy, M4 to Dorset Coast strategic study and Western Gateway Subnational Transport Body activity. The draft minutes from this meeting can be found [here](#).

The Chair provided an update on the plans to create a Low Carbon Energy Partnership which will be finalised once the outcome of the LEP Review is known, as this should provide insight into the expected role LEPs are to play in the low carbon agenda.

The Chair advocated that the Committee should evolve form a forum focused on updating and sharing information to one focused on action for Dorset.

### 3. RECOMMENDATION

None - for information only.

## DORSET LEP SKILLS ADVISORY PANEL AND BOARD MEETING COVER SHEET

<b>Meeting Date</b>	25 November 2021	<b>Item Number</b>	7.4
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Dorset LEP Skills Advisory Panel and Board Update		
<b>Recommendation</b>	None - for Information		
<b>Papers are provided for:</b>	<b>Decision</b> <input type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>

### 1. PURPOSE

This paper provides an update from the Dorset Skills Advisory Panel and Board (SAPB), together with operational updates from Dorset LEP skills team in Dorset between Sept and Nov 2021.

### 2. CHAIR AND MEMBERSHIP UPDATE

Having led the SAPB and skills strategy work in Dorset for the last 2 years, Emma Hunt will be leaving her position as Chair, and also her position as Deputy Vice Chancellor at AUB. Emma has accepted the Vice Chancellor role at Falmouth University. Luke Rake has accepted the role as Chair of the SAPB and will be leading the SAPB as we move forward.

The SAPB thanked Emma for her excellent leadership contribution to skills in Dorset.

Diane Granell, Principal of Bournemouth and Poole College will be retiring from the college on the 31<sup>st</sup> December 2021 and will also be leaving the SAPB. Diane has been an active member of the SAPB since its creation and has made positive contributions to the skills strategy work in the county. The SAPB thank her for her work. Diane will be replaced by Phillip Sayles, who will join the SAPB in January.

### 3. SUMMARY

#### **Skills team operational update**

Dorset LEP have been working to ensure Dorset residents have opportunities to participate in recovery initiatives, as they become available.

- **SAP Programme** – as anticipated, the Department for Education guidelines for review of our Local Skills Report have been shared and we will work with the SAPB to review and update the Dorset plan by the deadline of 31 January 2022. Future plans to be confirmed by DfE are likely to include a Local Skills Improvement Plan aligned to a strategic development fund (subject to budget availability).
- **Skills Boot Camps** – in addition to the current [The Skills Bootcamp](#) roll out, we are involved in potential bids for wave 3 provision. Within the next wave, there is a clear focus on green skills bootcamps and skills bootcamps as a lead into apprenticeships. Eligible candidates should be over 19 years old, either be in work or unemployed for less than 12 months and be local residents.

- **LMI training** – we have continued to use our LMI in creative collaborations with stakeholders – working with BU's careers team, as part of their skills masterclasses we offer a session highlighting local opportunities, skills gaps and future projections to increase awareness and retention among BU students; We are also working with Bournemouth and Poole College to develop an LMI session as part of their management away day to help understand the employer demand better while deep diving into the staffing and skills needs of healthcare as our largest employment sector.
- **Restart Programme** – Seetec who are delivering the Restart programme for long term unemployed (1yr+) in the South West. Numbers of self-referrals are reported to be 'positive', however there are currently no stats available to confirm numbers receiving training, personal guidance and direction to employment. Restart providers and DWP are hoping to find a solution to share data. Seetec plus are also working to understand solutions in rural and coastal areas, bringing together key representatives to inform solutions.
- **Skills Brokerage** – embedded within Dorset Gateway, the skills brokerage has been delivering business support around apprenticeships, traineeships and kickstart schemes as well as BEIS funded programmes' Peer Networks and Help to Grow - Business. This key service brings together the business resilience and growth work with skills provision.
- **Skills Accelerator bid** – working with Bournemouth and Poole and Weymouth colleges, we have submitted a bid to the DfE for support to provide a digital programme for business leaders. This has been awarded and the funds will drive forward the course content and deliver 2 modules to enable business to better understand the benefits of a 5G connection to grow and innovate their business.
- **Innovation Skills Hub in Boscombe** – BCP have held a weeklong pilot of the skills hub in Boscombe with many events and showcasing the virtual skills platform. There were over 300 visitors over the week, and the council are now taking forward the full business case to cabinet. This work is in partnership with education providers, Dorset LEP and Dorset Growth hub.
- **Skills Commission** – BCP and Dorset Councils have approved funding for a yearlong Skills Commission to review the Dorset skills landscape in consideration of the Skills White paper, the levelling up agenda and produce a report that lays out a potential skills journey with 10, 20 and 30 years trajectories. This work is commencing at pace with the LEP providing the secretariate function.
- **Community Renewal Fund** – Dorset Council have been successful with a bid to the CRF for £83k to support Young Enterprise programme in Dorset Schools, building innovation and enterprise skills and awareness.

### Skills updates from the Consolidated spending review

In the governments 3 year spending plan delivered in Oct 2021, the Chancellor announced the following key investments for skills:

- £4.7bn by 24/25 for schools to restore per-pupil funding to 2010 levels in real terms
- 30,000 new school places for children with SEND
- £2bn for school and colleges education recovery
- £3.8bn expanding T levels, skills boot camps, apprenticeships, training, short courses and upgrading college buildings
- Increasing apprenticeship funding to £2.7bn in 24/25

- £170m for early year providers by 24/25, and £150m for training and development for early years workforce

The LEP skills team will be looking for those opportunities to bid with our partners for additional funding to support skills development across the county.

### **The Labour Market Information update**

Dorset LEP has published the [Quarter 3 report](#), available here. Some of the key inclusions are here:

- [Dorset's Skills Advisory Panel and Board congratulates Chair Professor Emma Hunt on new appointment](#) with thanks for a successful and collaborative leadership term
- [Dorset LEP's Skills Brokerage continues to support employers with extended Apprenticeship incentive, Kickstart and JET schemes](#)
- [Dorset LEP's Back to Business offers free solutions to common business challenges, including recruitment and training](#)
- [Support Dorset Careers Hub - Follow LinkedIn, Twitter or complete the 'Get Involved' form](#)
- [BCP Council Future Skills & Employment Week](#)
- [Dorset's Careers and Apprenticeship Show](#) opened for bookings
- Bournemouth and Poole College launched [Career Ready hubs](#)
- [Weymouth bounces back](#) event hosted by Weymouth College
- Work starts on [new Skills & Learning centre](#) to open doors in Poole's Dolphin centre in the spring

### **Dorset LEP Careers Hub Update**

Dorset Careers Hub has been busy inducting and training new team members and planning for the year ahead. We are continuing to develop our strategy in line with the CEC's 7 key objectives:

1. Amplifying technical and vocational routes
2. A self-improving system - deliver Gatsby Benchmarks and Create Impact
3. Effective transitions
4. Removing barriers - Focus on SEND & SEMH and the Disadvantaged
5. Building leaders for the system - Elevating the role of the Careers Leader
6. Careers education as part of economic recovery
7. Employers build long term sustainable, mutually beneficial partnerships with schools and colleges

With heightened activity at government level, including the Skills Bill, Industrial Strategy, Plan for Growth and Education Select Committee, comes a remit from the Careers & Enterprise Company to consider and measure impact in everything we do.

We consistently support our 75 schools and colleges in the network and after a difficult summer term everyone came back fighting and determined to make up for lost time, and

so did we. There has been a lot of physical activity with school's visits, careers events and talks, but with the new wave of Covid sweeping through the country and pupil numbers fluctuating, this has been difficult to achieve, and plans are having to change by the day.

Our work has been focused on reconnecting with key partners and stakeholders and I have spent lots of time meeting with key partners from the Council, employers, careers education and guidance experts, industry-specific and trade groups, schools and attended key conferences. These meetings have been invaluable, and all serve to extend our reach and strengthen our community and networks, in order to achieve our goals and really make a difference.

We have 7 Enterprise Adviser vacancies, 3 within SEND or AP schools, and 2 additional Middle School vacancies and we are working on a targeted campaign taking geographical location into consideration, looking at alumni networks and have really ramped-up our marketing to attract the right people.

We have allocated significant time to our social media campaign and are already seeing high activity, new followers and impressive engagement levels. Enquiries for business support through our website has greatly increased and is resulting in meetings to discuss collaboration and support in schools. A new website is now being designed and developed, which we hope will go live in time for the new year.

Gatsby benchmarks 1,3, 5 & 8 are more challenging than the others to achieve this year. A key issue facing schools currently, as previously mentioned, is the shortage of Level 6 Careers Guidance practitioners, and I am addressing this issue by looking at workarounds and whether sharing resources among school communities is an option.

With a big push at national, local and Hub level on effective transitions and removing barriers, we are currently building our database of disability confident employers, counsellors and careers coaches across Dorset and contacting people on a regular basis. We hope to have an uplift in interest and influx of support in the coming months, for all students.

We are pushing to increase work experience offers and will look to virtual work experience again, as well as reaching out to parents & carers for quick wins on face-to-face experiences. We are looking to develop a work experience toolkit for schools, parents and companies to facilitate the journey for all involved. We are currently working with two employers, National Trust and RSPB, on work experience for disadvantaged young people in cohorts from 2 schools.

There is a CEC led Careers Guidance conference for the colleges on the 18th November which will address some concerns about the provision for their students and is a positive step forward in uniting the group and identifying future actions. A big push will be done on improving standards and perceptions of apprenticeships in order to improve take-up. This will take a unified approach that we hope to lead, in Dorset, in the coming months.

#### **4. RECOMMENDATION**

None - for Information



### DORSET LEP BOARD MEETING COVER SHEET

<b>Meeting Dates</b>	25 November 2021	<b>Item Number</b>	8.1
<b>Security Level:</b>	<b>Confidential</b> <input type="checkbox"/>	<b>Commercially Sensitive</b> <input type="checkbox"/>	<b>Unclassified</b> <input checked="" type="checkbox"/>
<b>Paper Title</b>	Dorset Tourism Association Update		
<b>Recommendation</b>	None – for information only		
<b>Papers are provided for:</b>	<b>Decision</b> <input type="checkbox"/>	<b>Discussion</b> <input type="checkbox"/>	<b>Information</b> <input checked="" type="checkbox"/>

#### 1. PURPOSE

The purpose of this paper is to update the Board on recent Dorset Tourism Association (DTA) activity/discussions.

#### 2. SUMMARY/BACKGROUND

Over the past eighteen months, the DTA have been meeting every two months to discuss the impact of the Covid-19 pandemic on the tourism industry in the region. The key points for information are:

- Industry risks are reducing. The summer season was successful for the tourism industry and the autumn season has been strong. The keys risks that remain for the industry are in relation to staffing, particularly cleaning and catering staff. There is a labour shortage as well as a skills shortage across the whole industry, ranging from accommodation, hospitality, visitor attractions, and the arts sector.
- It was noted that the tourism impact for 2021 was more in keeping with a normal season than that of 2020. For example, less litter was collected at Lulworth in the whole of the 2021 summer season, than in one day in 2020. This demonstrated that the combination of visitors normalising and the actions taken by businesses and local authorities were highly effective in controlling the impact of tourism in the region.
- From January 2022, the DTA will revert to quarterly meetings, and each meeting will focus on a key theme:

11 <sup>th</sup> January 2022	Products and sustainability
12 <sup>th</sup> April 2022	Skills and staff
12 <sup>th</sup> July 2022	Access and connectivity
11 <sup>th</sup> October 2022	Promotion and branding

The DTA would like to invite Board Members who are Chairs (or a representative) of relevant subgroups to attend any of the above meetings to share their knowledge with the Committee, that will help inform policy/action for the DTA going forward.

#### 3. RECOMMENDATION

None – for information only.