

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING
26 JANUARY 2021 FROM 1.30 PM TO 4.00 PM
ZOOM MEETING
AGENDA

Time	Page No	Item	Subject/Title	Presenter	Recommendation
1:30	-	1.	Apologies and declarations of interest	Cecilia Buffon	-
	5-12	2.	Minutes of last meeting and matters arising	Cecilia Buffon	-
1:40	13-16	3.	Director's Update	Lorna Carver	None – for information only
		4.	Guest Presentations		
1:45	17-19	4.1	Dorset Investment Prospectus	Sandra Rothwell	RECOMMENDATION: Support the overall Dorset Investment Prospectus content and portfolios (smart, well, natural and living). RECOMMENDATION: Identify a small editorial group of Directors (x 4) to finalise copy and design during February 2021. RECOMMENDATION: This editorial group to support a launch (and communications plan) for March 2021.
		5.	Governance		
3:40	20-26	5.1	Communications Update	Amy Blackham	None – for information only
	27	5.2	Nominations and Remuneration Committee	Jim Andrews	RECOMMENDATION: To approve Sophia Story joining the Board as a full Board Member. RECOMMENDATION: To formally thank Richard Smith for his 6-year stint on the Dorset LEP Board which came to an end in December 2020.

	28-39	5.3	Performance and Investment Committee	Martina Hanulova	<p><u>LOCAL GROWTH FUND</u></p> <ul style="list-style-type: none"> • RECOMMENDATION: The Board notes the Growth Deal financial update, including risks identified. <p><u>GETTING BUILDING FUND</u></p> <p>The recommendations below were approved by the Board via written procedures on 12/1/21.</p> <ul style="list-style-type: none"> • <i>The LEP Board approves £1,216,792 of the Getting Building Fund for the Border Control Post Project, subject to MHCLG's approval and successful resolution of the Dorset LEP due diligence process in line with the Local Assurance Framework.</i> • <i>The LEP Board approves additional £200,000 of the Getting Building Fund for the Public Trade Office, subject to MHCLG's approval.</i> <ul style="list-style-type: none"> • NOTE: The Board formally notes the Getting Building Fund recommendations 1 and 2 approved by the Board via written procedures on 12 January 2021. <p>The recommendation below was shared with the LEP Board via written procedures on 13/1/21 and is pending approval at the time of writing this report. Should the Board approve the recommendation below by 20 January 2021, it will be officially noted at the January Board meeting.</p> <ul style="list-style-type: none"> • <i>Dorset LEP Board accepts the recommendations from the independent assessment and approves progressing the Border Control Post project from due diligence to grant agreement, subject to the receipt of value for money statement from S151 Officer.</i> <ul style="list-style-type: none"> • NOTE: The Board formally notes the Getting Building Fund recommendation progressing the Border Control Post to funding agreement approved by the Board via written procedures on 20 January 2021. <p><u>GROWING PLACES FUND</u></p> <ul style="list-style-type: none"> • RECOMMENDATION: The LEP Board approves the submitted change request to extend the Dorset Council's Ultrafast Broadband grant agreement from 31 March 2021 to 31 December 2021.
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					<ul style="list-style-type: none"> • NOTE: Board notes the update on Canford Renewable Energy Limited. • NOTE: Board notes the update on Stokeford Farm. • NOTE: Board notes the update on ReidSteel. <p>NOTE: The Board notes the decision made by the Performance and Investment Committee on the proposed £5,000 fee charged for due diligence on future Growing Places Fund applications.</p>
	40-50	5.4	Finance Report	Lorna Carver	RECOMMENDATION: The Board notes the 2020/21 financial position.
		6.	Strategy		
3:45	51	6.1	Strategic Infrastructure Committee	Corrina Osborne	None – for information only
	52-57	6.2	Business Growth and Inward Investment Committee	Finn Morgan	<p>RECOMMENDATION: To note the success of the Peer Networks programme</p> <p>RECOMMENDATION: To help communicate the key messages around EU readiness and the services being offered through the Dorset Gateway</p>
	58-63	6.3	Skills Advisory Panel and Board	Rebecca Davies	None – for information only
		7.	Advisory Groups		
3:50	64-65	7.1	Advisory Group Updates		None – for information only
		8.	Any Other Business		

Note: Date of Next Meeting 25 March 2021

DRAFT MINUTES

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD MEETING

26 NOVEMBER 2020 FROM 10.00 AM TO 12.30 PM

ZOOM MEETING

MINUTES

Board Attendees:

Andrew Wickham (AW)
Arabella Lewis-Smith (AL)
Diane Grannell (DG)
Cllr Drew Mellor (DM)
Ian Girling (IG)
Jim Andrews (JA)
Jim Stewart (JS) (Chair)
Cllr John Beesley (JB)
John Sutcliffe (JSu)
Luke Rake (LR)
Nick Brook (NB)
Nick Gaines (NG)
Nicola Newman (NN)
Richard Smith (RS)
Sara Uzzell (SU)
Sophia Story (SS)
Cllr Spencer Flower (SF)
Cllr Tony Ferrari (TF)

Also Present:

Aidan Dunn (AD) (Dorset Council)
Amy Blackham (AM)
Bill Cotton (BC) (BCP Council)
Cecilia Bufton (CB)
Corrina Osborne (CO) (Dorset LEP)
Daniela Doncakova (DD)
Elizabeth Spence (ES) (BEIS)
Finn Morgan (FM)
Graham Farrant (GF) (BCP Council)
John Sellgren (JSe) (Dorset Council)
Kathryn Hill (KH) (Dorset LEP)
Lee House (LH)
Lorna Carver (LC) (Dorset LEP)
Martina Hanulova (MHN) (Dorset LEP)
Cllr Philip Broadhead (PB)
Rebecca Davies (RD)
Suzanne Bond (BEIS)

Apologies:

Emma Hunt (EH)
John Beesley (JB)
Paul Read (PR)

DRAFT MINUTES

Presenting:

Catherine Turner, Homes England

Sandra Rothwell, Rothwell to the Point

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Emma Hunt, Cllr John Beesley and Paul Read.</p> <p>Declarations of Interest were received from LR for any funding relating to Kingston Maurward College, JA for any funding relating to BU, DG for any funding related to B&P College and RS for any funding related to the Battlelab.</p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.</p> <p>Board agree appointment of Cllr Drew Mellor and Cllr John Beesley as Directors and Members of Dorset Local Enterprise Partnership CIC.</p>	
3.	<p>Guest Presentations</p>	
3.1	<p>Presentation from Homes England</p> <p>Catherine Turner (CT) from Homes England gave a presentation on the work they are undertaking to inform the Board as to how the LEP can work in partnership with Homes England to deliver more homes across the whole of Dorset. She explained that Homes England works with a mix of land, money and people and that they work with local authorities to provide large scale housing projects. CT ran through the various projects they are currently working on in Dorset and she stated that Homes England are looking to work strategically with groups and organisations to help understand local issues.</p> <p>DM stated the presentation was helpful and timely as Dorset is now able to articulate strategic vision, place and scale as a region. He stated he would like to work further with Homes England to ensure the delivery of homes in the right place and with the right people.</p> <p>SF stated both councils are currently in the process of developing their local plans and work with Homes England can be linked in via this.</p> <p>CT emphasised the need to consider scale and to review all levels of the housing market as there is not a one size fits all model and stated Homes England can be an enabler for delivery against what Dorset's housing priorities are.</p> <p>It was recommended that Homes England and the Dorset LEP Board continue strategic engagement regarding housing capacity and future plans across Dorset.</p> <p>Action: KH to circulate the presentation to the Board. Board Members to contact Catherine directly to pursue strategic conversations.</p>	KH
3.2	<p>Investment Prospectus Update</p> <p>SR gave a presentation to update the Board on the Investment Prospectus. The presentation was to give an overview of process, emerging investment ideas to date, portfolio as it stands, next steps and recommendations. She</p>	

Item	Notes and Decisions	Action
3.	Guest Presentations Cont'd	
3.2	<p>Investment Prospectus Update Cont'd</p> <p>emphasised the proposals would be discussed in more detail at the Local Industrial Strategy (LIS) Steering Group on December 9th.</p> <p>SR reiterated that Dorset LEP is developing a 10 year Investment Prospectus with a focus on achieving the LIS priorities and ambition and ensuring economic recovery/rebuilding linked to COVID-19. The Investment Prospectus will underpin a number of detailed investment opportunities for the LIS and other associated economic growth plans across Dorset. Its purpose is to translate the ambitions and interventions set out across the LIS and related plans into a coherent programme for investment and delivery in the next 2 to 10 years.</p> <p>Whilst this work does not require a rebrand of an 'Invest in Dorset' proposition, it does seek to provide a Prospectus format and style which is both easily comprehensible and compelling.</p> <p>SR shared with the Board that a soft market test was undertaken with potential investors/ developers and the outcome was that the perception of Dorset is that it is an opportunity driven area and that it 'has everything going for it'.</p> <p>SR also outlined all of the funding opportunities on the horizon including that linked to the National Infrastructure Strategy, the levelling up fund, UK Shared Prosperity Fund and the focus on green recovery.</p> <p>SR shared the themes of the Investment Prospectus submissions which are around transport, digital, energy, supply chains, talent, innovation, natural capital, ways of working, centres of excellence, ambition, town centres, home, health, smart tech, prosperity, cultural, business collaboration, natural assets, visitor experience, STEM, rebuild- coastal, green recovery, ageing well, living lab, retraining/ upskill. SR flagged that there are also gaps in the submissions.</p> <p>The Board agreed all Recommendations in the paper:</p> <ol style="list-style-type: none"> 1. Note progress to date across the emerging Prospectus and investment portfolio. 2. Maintain dialogue across all 'big idea' sponsors at this stage in the process. 3. Support further refinement and development of the emerging portfolio across Dorset LEP groups and wider stakeholders into 2021. 	
3.3	<p>Snapshot of Covid Business Impact</p> <p>LC introduced the agenda item and referred to her paper which contained much data on the impact of covid. IG then gave an update from a business perspective. He ran through some observations from recent meetings he had attended and said on the ground it was a mixed picture but the hospitality, leisure, tourism and retail industry had been decimated whilst the digital, marketing and constructions industry things were starting to get a little better. IG stated many businesses were looking at new markets and some opportunities were coming through, the job market is very challenging and</p>	

Item	Notes and Decisions	Action
3.	Guest Presentations Cont'd	
3.3	<p>Snapshot of Covid Business Impact Cont'd</p> <p>that will only get worse over the coming months. IG shared that some companies are letting their office space go and will not be going back into the office showing the transformation of the workplace.</p> <p>RS explained the Dorset Tourism Association wanted him to update the Board that this has been a very difficult time, with a lot of bankruptcies expected over the next month. He mentioned that cashflow through the winter will be a problem for a lot of businesses and if businesses had to lose a month due to a lockdown, they would rather this was January than December. RS stated the outlook for 2021 in the tourist industry was more positive and hoped to be a good year for those who survive.</p> <p>Action: JS explained that the LEP provides a weekly report to Government, and if anyone has any comments to feed back to LC.</p>	All
3.4	<p>Director's Update Cont'd (including Board composition) (Confidential - Commercially Sensitive)</p> <p>LC ran through her paper. She informed the Board that a £4.8 bn Levelling Up Fund had been announced and there is a LEP Chair/ CEO meeting on Tuesday 1 December so hopefully more information will be forthcoming then.</p> <p>LC informed that LEP Capacity Funding and Gateway Funding has been secured for next year. The Annual Performance Review with BEIS would be coming up over the next few months with a date to be confirmed.</p> <p>JS explained that there is a huge amount of activity going on and he has attended meetings including one with the Housing Minister.</p>	
4.	Governance	
4.1	<p>Communications Update</p> <p>AB ran through the Communication Update Paper and highlighted statistics that show the awareness of Dorset LEP and interest in its work continues to grow.</p>	
4.2	<p>Performance and Investment Committee (Confidential - Commercially Sensitive)</p> <p>MH highlighted the pertinent points of the paper and a discussion took place.</p>	

Item	Notes and Decisions	Action
4.	Governance Cont'd	
4.3	<p>Nomination and Remuneration Committee (Confidential - Commercially Sensitive)</p> <p>CB left the meeting.</p> <p>JA introduced the paper and a discussion took place.</p> <p>CB re-joined the meeting. CB said she was delighted to be accepted and was excited to be part of the LEP work ahead.</p>	
4.4	<p>Finance, Audit and Corporate Risk Committee update</p> <p>CO informed the Board that the first Finance, Audit & Corporate Risk meeting was held in November 2020 where the Terms of Reference were agreed.</p> <p>The meeting provided presentations on responsibilities and assurance arrangements, an overview of finance reporting and an overview of risk management, in order for the Committee to understand current arrangements and to seek feedback on any further refinements.</p>	
4.5	<p>Finance Update to the Board (Confidential - Commercially Sensitive)</p> <p>LC gave the Board an update on the finances and noted the further improved format of the paper.</p> <p>Action: If anyone has any comments on the format and presentation of the financial information to let LC know.</p> <p>The Board approved the recommendation in the paper:</p> <p>The Board notes the 2020/21 financial position.</p>	<p>All</p> <p>All noted</p>
5.	Strategy	
5.1	<p>Business Growth and Inward Investment Committee (Confidential - Commercially Sensitive)</p> <p>The paper to the Board and the recommendations were noted.</p> <ol style="list-style-type: none"> To note the success of the Bid Writing Support Service. To help communicate the key messages around EU readiness and the services being offered through the Dorset Gateway. 	<p>All noted</p> <p>All noted</p>
5.2	<p>Skills Advisory Panel and Board</p> <p>The paper to the Board was noted.</p>	
5.3	<p>Enterprise Zone Committee</p> <p>The paper to the Board was noted.</p>	

Item	Notes and Decisions	Action
5.	Strategy Cont'd	
5.4	<p>Strategic Infrastructure Committee</p> <p>The paper to the Board was noted and the Board approved the recommendations:</p> <ol style="list-style-type: none"> To note the strategic importance of ongoing energy infrastructure challenges in Dorset. To approve the recommendation that Dorset LEP continue to work with partners to drive this agenda forward. 	<p>All noted</p> <p>All agreed</p>
6.	Advisory Groups	
6.1	<p>Dorset Tourism Association</p> <p>The Board noted the paper.</p>	
7.	Any Other Business	
7.2	<p>LEP Board Awayday</p> <p>The LEP Board Awayday was taking place on Tuesday 8 December. The Board review would be covered and also an update from the LEP Network.</p> <p>Action: If anyone has any suggestions for the agenda for this meeting to please contact LC.</p>	All
7.	Any Other Business	
7.2	<p>Chair Thank You</p> <p>The outgoing Chair, JS presented a speech to mark the end of his term as Chair and reiterated he will remain as a Board member.</p>	

Note: Date of Next Meeting - 26 January 2021 at 1.30 pm

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26.01.21	Item Number	3
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Directors Update		
Recommendation	None – for information only.		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board of pertinent activity or announcements since the last Board meeting. Key highlights include submitting our Annual Performance Review, gaining national recognition for our Peer Networks Programme and a breadth of activity related to advocacy across the south west.

2. SUMMARY/BACKGROUND
I. Annual Performance Review

We have a meeting with BEIS in mid-February to discuss our Annual Performance Review, with the paperwork for this having been submitted ahead of the 20th January 2021 deadline. Key highlights include:

Delivery

We are set to deliver a £98.4m programme on time and on budget. The Local Growth Fund is fully contractually committed and outcomes under this will exceed the original forecast demonstrating strong management and agile governance. Key achievements include unlocking the largest brownfield regeneration site in the South West of England to deliver new homes and unlocking another site enabling the creation of a leading-edge medical research facility.

We also secured an additional £11.8m from the Getting Building Fund and allocated this to projects directly linked to our LIS, particularly health innovation, digital connectivity, port infrastructure or skills provision.

Delivery in other programmes across our portfolio has been so successful we gained recognition from LEPs and government departments often resulting in additional funding eg:

- Dorset Gateway - doubled annual funding.
- Bid writing service - provided 1k hours of support and generated £1.2m in funding.
- Peer-to-Peer Network programme – supported 120 businesses.
- Sustainable Aquaculture HPO - most successful HPO from Round 1 and a Department of International Trade case study.
- Careers Hub - out-performed equivalents leading to increased funding and delivering a Dorset-wide initiative.
- Enterprise Zone – includes a major defence project with international significance.

Strategy

Our LIS and its evidence base have local support and anchor institutions utilise these when developing their own strategies. The evidence base was re-tested in light of Covid and baseline assumptions remained accurate.

We play a leading role in drawing together key stakeholders to produce plans for the place such as the Dorset Skills Action Plan and Dorset Investment Prospectus and have invested into South East Dorset Urban Mobility Strategy and Smart Investment Plan, informing future investments in transport and digital connectivity in Dorset.

We lead on strategic infrastructure development, coordinating local stakeholders with key organisations to progress developments in energy, digital, transport and housing. We are an informed, independent voice for Dorset nationally. Advocacy is evident through ministerial roundtables, MP meetings, select committees, work with Chamber of Commerce and various South West regional organisations and nationally, through the LEP Network. We drive key activity on an international level such as the Dorset One Health Accelerator and Sustainable Aquaculture.

Governance

Our Board is 35% female and 80% private sector; we have a pipeline of future Board members with a comprehensive induction pack to help them in their role.

We implemented a robust governance structure that offers reassurance, transparency and scrutiny. Committees embed the Nolan Principles and our webpages detail members, meeting papers and minutes. Membership of committees is on the whole private sector, with both Councils represented on Overview & Scrutiny Committee.

Annually reviewed policies are available on our webpages. We have internal standard operating procedures to ensure consistency and resilience and we deliver training to staff regularly. Key functions are reviewed frequently, and enhancements created.

We work closely with our Accountable Body. The S151 officer attends Board meetings and key committees. The Accountable Body performs an important function in our financial, legal and due diligence processes and we meet with them regularly to drive improvements.

II. Additional Funding & National Recognition for Peer Networks Programme

Dorset LEP successfully secured £165,000 of grant funding from the Department for Business Energy and Industrial Strategy (BEIS), to run a Peer Networks Programme in Dorset at the end of the summer. The Peer Networks programme has seen the creation of a series of peer network groups (cohorts), consisting of 8-11 directors or managers from Dorset's SME business community.

To date, we have 118 businesses participating in the programme with a further 11 (a new cohort) starting the programme in January; this cohort is specifically aimed at businesses in retail, tourism and hospitality. We are therefore delivering support above and beyond the funding we have received.

Given the high-quality delivery, Dorset LEP were invited to showcase the Peer Networks programme in a national best practice forum of providers. The success we have enjoyed to date has meant that we have been able to secure a further £100,000 of funding to deliver a further six cohorts – two more per delivery partner. As a result, we aim to deliver support through this programme to just under 200 business leaders across Dorset.

III. Levelling Up Agenda & Advocacy Work

Dorset LEP has taken a leadership role for the region and participated in numerous meetings to move forward key initiatives for Dorset. Activity includes Dorset LEP leading on a 'levelling-up brief' for the Great South West. We have developed a brief and included the Cornwall and Isles of Scilly LEP and Heart of the South West LEP within this; the brief was sent to MPs and Council Leaders in mid-January. The brief raises awareness, challenges preconceptions and identifies structural economic issues (long term) and COVID-19 economic impacts (short/medium term) and its purpose is to begin the case to ensure that the South West receives at least equivalent levels of National investment going forward (noting that the historic figures – last 10 years – also include EU structure funding).

Other activity includes participating in a LEP Network CEO meeting and a Great South West LEP Chairs meeting. The Director also attended the South West Association of Directors of Environment, Economy, Planning and Transport (ADEPT) Board and the Western Gateway Sub-National Transport Body to discuss the Midlands to South Coast Corridor as well as contributing to the Western Gateway Strategic Transport Plan 2020-2025. Dorset LEP is also supporting research to inform a proposal to create a South West Tourism Zone – once completed we will work through the Great South West All Party Parliamentary Group (APPG) to put forward the proposal to government.

Locally, meetings have been held with Dorset Council MPs as well as meetings with Dorset LEP and Weymouth College.

IV. Heads of Place

As detailed in a previous Directors Update the Heads of Place role is a pilot which has been implemented to better coordinate government presence and action in regions of the UK. The Heads of Place are senior civil servants (Director level) from various departments who work 20% of their time September 2020 – March 2021 and the role may be expanded from April 2021.

The South West Heads of Place is Mike Greatwich who oversees Dorset, Gloucestershire, Somerset, Bristol, Bath Wiltshire, Devon and Cornwall. The Director has had several meetings with the South West Heads of Place and liaised by email and it is confirmed that all South West LEP CEOs will have the opportunity to meet with him collectively.

V. Infrastructure, Skills & Culture

Dorset LEP has been involved in discussions related to all of these areas. For instance, an APPG meeting was attended which included an update from Network rail on projects in the region and a meeting held with the South West Head of Place, Michael Greatwich. A meeting to discuss Freeports was held and Dorset LEP participated in a Scottish & Southern Electricity Networks meeting with both Local Authorities and a renewable energy meeting with Dorset Council.

We also participated in a Dorset Skills Strategic Meeting and a meeting was held regarding the Dorset Cultural Strategy 2021-2026.

VI. Board & Committee Member Recruitment

As is outlined in the Nomination & Remuneration paper, all Board and Committee vacancies are now filled.

Following the successful Chair recruitment process, the Nominations & Remuneration Committee shortlisted applicants to the advertisement to join the Dorset LEP Board and we are pleased this round of recruitment had more female applicants than in any previous round as a result of a targeted communications campaign. Dorset LEP is committed to achieving a genuinely diverse and balanced Board Dorset LEP meets the

requirement of a third-female Board. A new female Board member was appointed and a strong pipeline for future vacancies created.

All Board pipeline members agreed to join various Dorset LEP committees in order to gain an insight into the work of Dorset LEP, governance arrangements and key issues. All Committee vacancies are now filled. All new Committee members are now required to complete and sign a Committee Member Agreement Form which ensures a commitment to not only attend all meetings but also to contribute to these and provides a clear exit strategy where this is not fulfilled.

VII. Board Away Day

A successful Board away day was held in December. This included a review of the skills and experience of Board members, key achievements over the last year and presentations on what LEPs have been working on collectively. It also identified areas for further improvements which will be initialized.

VIII. LEP Network Peer Review

We have been partnered with the Marches LEP for peer review via the LEP Network in 2021 and look forward to sharing our best practice.

3. RECOMMENDATION

None – for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26 January 2021	Item Number	4.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset Investment Prospectus		
Recommendation(s)	1) Support the overall Dorset Investment Prospectus content and portfolios (smart, well, natural and living). 2) Identify a small editorial group of Directors (x 4) to finalise copy and design during February 2021. 3) This editorial group to support a launch (and communications plan) for March 2021.		
Papers are provided for:	Decision <input checked="" type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Information <input type="checkbox"/>

1. PURPOSE

This report seeks Board support for the overall content of the Dorset Investment Prospectus and seeks Board support for final editorial and launch details. **A presentation will accompany the report.**

2. SUMMARY

Dorset LEP and partners are developing a 10 year Investment Prospectus with a focus on the Dorset Local Industrial Strategy priorities plus economic recovery/rebuilding linked to COVID-19.

The Investment Prospectus will underpin a number of investment opportunities supporting the Dorset Local Industrial Strategy (LIS) and other associated economic growth plans across the Dorset LEP area. Its purpose is to translate the ambitions and interventions set out across the LIS and related plans into a coherent programme for investment and delivery in the next 2 to 10 years. This medium to long term focus will be an important part of inspiring confidence and growth in our economy as we deal with the economic impacts of COVID-19 and adapt to a new global market place outside of the EU. It will also enable Dorset LEP and partners to respond with pace and confidence when new opportunities emerge – such as expected economic 'catalyst' programmes including the pending UK Shared Prosperity Fund.

Whilst this work does not require a *rebrand* of an 'invest in Dorset' proposition, it does seek to provide a Prospectus format and style which is both easily comprehensible and compelling.

The Board will be aware that considerable engagement across Dorset-wide stakeholders (public and private) has taken place to develop the content of the Prospectus, including an open 'proforma'/big ideas process that resulted in over 50 potential investment ideas.

The LEP Board (via the LIS Steering Group) has also spent a large amount of time helping to shape the work, with a series of on-line workshops during 2020. LEP Committees and sub-Boards have also supported content development.

It should be recognised that the Prospectus will continue to evolve over time – and the 2021 launch will be focused on an ‘edition #1’ approach. The Board will be aware that a detailed pipeline of immediately investable projects is not in place at present. Whilst some of the investment ideas are close to being *investment ready*, a number of large strategic opportunities are still in the early development stage.

Nonetheless, this first edition is a strong start and will put the Dorset LEP in the best position to respond to investment opportunities in 2021 – as well as pushing a much clearer, co-ordinated agenda to both Government and potential private investors and developers.

The Prospectus is organised across 4 ‘portfolios’. Each portfolio has a range of headline investments and potential non-financial ‘asks’ to Government (including skills budget devolution or ‘national centres’). Given the early stage development, a set of final funding ‘ROI’ parameters is not able to be established, although an anticipated economic impact will be detailed.

Portfolio	Strapline	Headline investments
SMART	<i>Creating the UK's first full SMART open ecosystem.</i>	<ul style="list-style-type: none"> ⇒ <i>Smart Place – City Region</i> ⇒ <i>Smart Place – Rural & Coastal</i> ⇒ <i>Smart Innovation</i> ⇒ <i>Smart Infrastructure</i> ⇒ <i>Smart Skills.</i>
WELL	<i>Dorset – at the forefront of integrated, smart health and care.</i>	<ul style="list-style-type: none"> ⇒ <i>Dorset's Living Lab</i> ⇒ <i>Empower Self-Care</i> ⇒ <i>The Dorset MedTech Science Park</i> ⇒ <i>Skills for Well-being</i>
NATURAL	<i>A leading Natural Capital economy.</i>	<ul style="list-style-type: none"> ⇒ <i>Blue Economy</i> ⇒ <i>Green Economy</i> ⇒ <i>Clean Energy</i> ⇒ <i>Natural Capital</i> ⇒ <i>Blue & Green Skills</i>
LIVING	<i>City, coast & rural living: Dorset, the premier destination to live, work & visit</i>	<ul style="list-style-type: none"> ⇒ <i>UK's Newest City Region</i> ⇒ <i>Unlocking Rural & Coastal Potential</i> ⇒ <i>Clean, connected Dorset</i> ⇒ <i>A Cultural Destination</i> ⇒ <i>Dorset Skills</i>

3. PROPOSED NEXT STEPS

The Dorset LEP can add real value to the developing investment pipeline. Many of the ideas will benefit from additional support and collaboration with LEP partners and stakeholders. For example, in developing critical mass and scale as well as increasing business-led ideas in shaping future programmes. There may also be the potential to collaborate with external partners (such as the Great South West area) and Government departments where these ideas support the national agenda.

Finalising the detailed content in partnership with both Council's leadership, as well as all Dorset MP's ahead of any formal launch is a critical part of completion of this work. The Prospectus will have a much stronger impact if 'Dorset speaks with one voice' across investment priorities.

A significant amount of work will still be required by the Dorset LEP and partners into 2021 (and beyond) to further develop and refine the emerging portfolio into deliverable and transformative propositions. This will position the LEP in a much stronger commissioning and development role as well as the existing strengths in strategy development and programme level delivery. Many elements of the Prospectus will be integrated into the Dorset LEP 2021-22 Business Plan.

4. RECOMMENDATIONS

- 1) Support the overall Dorset Investment Prospectus content and portfolios (smart, well, natural and living).
- 2) Identify a small editorial group of Directors (x 4) to finalise copy and design during February 2021.
- 3) This editorial group to support a launch (and communications plan) for March 2021.

5. APPENDIX

*Dorset Investment Prospectus: **TO FOLLOW***

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26.01.21	Item Number	5.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	PR & Communications Activity – November and December 2020		
Recommendation	None – for information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

To update the board on strategic PR and communications activity during November and December.

2. SUMMARY

- **Business support**
A key focus at this time was the launch of Dorset Gateway's new business directory and associated #StillOpen campaign which generated over 40 businesses signing up within the first week. This is ongoing. A renewed focus on EU transition continued with a focus on international trade support.
- **Skills and innovation**
Our output for this period also focused on investment in skills provision in rural Dorset, alongside innovation developments linking the skills agenda with business support for the creative sectors.
- **Governance**
An internal audit of the website was conducted to ensure compliance with the Local Assurance Framework in preparation for the Annual Performance Review.

3. COVERAGE AND ANALYTICS

3.1 Dorset LEP in the news

During the reporting period we released 14 announcements generating at least 30 pieces of media coverage in outlets across Dorset, the wider region (Insider) as well as nationally (Public Sector Executive) – please see appendix one for full details.

Most popular with the media was the announcement of our new Chair and those featuring business support schemes.



Author: Daniel Gibson
Job Title: Editorial Lead
Company: Public Sector Executive
Published: December 1st 2020

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Dorset LEP announce new Chair

Dorset LEP have today (Dec 01) announced the appointment of a new Chair, Cecilia Bufton.

Mrs Bufton has enjoyed a 30-year career in the private sector focusing on strategic business development in the health and care sectors, most recently involved in developing innovative, digital technology-enabled products and services that help change the way healthcare is delivered.

Dorset LEP believes Bufton is perfectly placed to take them to the next level and to ensure that Dorset LEP continues to secure investment from the private sector as well as from Government.

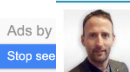
On her appointment, newly appointed Chair, Cecilia Bufton said:

insider
 MEDIA LIMITED

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 Stop see



Why this
 Laurence Kilgannon
 Digital News Editor

Twitter LinkedIn Facebook

CHAIR APPOINTMENT AT DORSET LEP

02 Dec 2020 South West Business



A new chair has been appointed to the Dorset Local Enterprise Partnership board.

Dorset Chamber

70 Years

Dorset Gateway Business Directory refresh and regional #StillOpen campaign to support local businesses

Posted on 12/1/2020

Share this article



3.2 Dorset LEP website - key statistics

	November/December	September/October	July/August	May/June	March/April
Number of sessions	10,537	15,126	12,180	10,408	11,010
Number of page views	29,634	37,513	30,025	26,861	26,360
Users	7,139	10,847	8,663	7,445	8,051
New users	6,609	10,242	8,177	6,918	7,723

Most popular pages visited in November & December (page views):

- Dorset LEP homepage 2,813
- /projects 857
- /the-team 748
- /government-support 657
- /board-members 622
- /labour-market-and-skills-research 607
- /dorset-gateway-business-directory 575

3.3 Social media highlights

3.3.1 Top tweets November/December

Top Tweet earned 6,179 impressions

We are delighted to announce Cecilia Buffon as our new Chair of the Board. Cecilia joins us today, bringing a wealth of private sector experience to drive productivity and attract investment into Dorset. Find out more bit.ly/39uLOKF
pic.twitter.com/i8xl8kuu6Z



🔗 8 ❤️ 22

Impressions: 6,179
 Total engagements: 160

Top Tweet earned 3,142 impressions

We're refreshing our [#businessdirectory](#), free for any Dorset business to promote their goods and services. Now includes a [#StillOpen](#) option for retail, hospitality and tourism businesses operating during lockdown. Register now bit.ly/3lGezrc
[#DorsetBusinessResilience](#)
pic.twitter.com/eBATxKlvkh



🔗 4 ❤️ 8

Impressions: 3,142
 Total engagements: 71

3.3.2 Dorset LEP Twitter

	DEC 20	NOV 20	OCT 20	SEP 20	AUG 20	JUL 20
Tweets	36	21	25	44	20	53
Tweet impressions	34.8K	31.7K	37.9K	52.6K	38.9K	43.6K
Profile visits	1,727	1,233	633	923	644	630
New followers	13	18	10	37	22	21
Mentions	52	43	67	63	64	64

3.3.3 Dorset LEP LinkedIn

During November and December, the page received 256 visitors – demographic breakdown below:

Job Function	Location	Top Industries	Company Size
Business Development: 27.33%	Bournemouth: 48.46%	Higher Education: 13.33%	11 to 50 employees: 22.39%
Community and Social Services: 13.83%	Dorchester: 7.1%	Marketing and Advertising: 7.27%	2 to 10 employees: 21.01%
Operations: 10.61%	London: 7.1%	Government Administration: 5.15%	1,001 to 5,000 employees: 17.76%

3.3.4 Dorset Gateway Twitter

	DEC 20	NOV 20	OCT 20	SEP 20	AUG 20	JUL 20
Tweets	56	17	16	18	6	38
Tweet impressions	18.5K	13.5K	7,084	11.9K	4,669	18.1K
Profile visits	2,339	373	103	116	44	379
New followers	22	26	7	15	16	14
Mentions	21	43	20	43	23	37

3.3.5 Dorset Gateway LinkedIn

During November and December, the page received 152 visitors – demographic breakdown below:

Job function	Location	Top Industries	Company Size
Business Development: 20.12%	Bournemouth: 60.65%	Information Services: 24.05%	11 to 50 employees: 48.44%
Operations: 19.51%	Crewe: 19.35%	International Trade and Development: 17.09%	1,001 to 5,000 employees: 23.44%
Information Technology: 17.67%	Dorchester: 10.32%	Executive Office: 6.33%	1 to 10 employees: 17.97%

3.4 Newsletters

Date sent	Successful deliveries	Unique opens	% clicks per unique open	Top three unique links clicked (% unique clicks)
04 Dec	755	234	26.5%	Dorset LEP appoints new Chair news story (23%) Cecilia Buffon profile page (19%) Work with us webpage (17%)

4. FORTHCOMING EVENTS AND ANNOUNCEMENTS

January	Announcement of £1.5 million Dorset LEP investment in equipment and facility upgrades at Weymouth College and Bournemouth and Poole College
January	Announcement of £3.5 million Dorset LEP investment for new University Centre and Rural Business Development Hub at Kingston Maurward College
February	Announcement of £2.7m Dorset LEP investment (Getting Building Fund) to create an Integrated Rehabilitation Centre at AECC University College
January	Announcement of completion of two Dorset LEP engineering & construction based projects at Weymouth College and Bournemouth and Poole College.
January	Dorset LEP Business Support (Dorset Gateway) promotion in response to Lockdown 3
January	Appointment of 5 lead schools for Dorset Careers Hub
January	Labour Market Information update
January	Expansion of Peer Network Programme (incl case studies)
January	Announcement of ShopAppy (ecommerce platform) initiative supporting business communities in rural Dorset
January	Announcement of £300k Getting Building Fund investment in Dorset NHS Clinical Commissioning Group to provide hypertension remote monitoring
January	Announcement of completion of Cabot Lane / Broadstone way project (Port of Poole)
February	5G expected to be deployed in Lansdowne as part of Smart Place Pilot project

APPENDIX 1: Announcements & press coverage

List of announcements

Dorset LEP invests in two unique digital innovation projects in the arts	18 Dec 20
Government launches three consultations to support reforms to clamp down on fraud	18 Dec 20
ExportAR: Marine – an Augmented Reality export opportunity for Dorset's marine-tech businesses	18 Dec 20
Dorset LEP invests £194k in rural skills support	17 Dec 20
Organise your international trade needs with Dorset Gateway	4 Dec 20
Companies urged to file annual accounts earlier than usual and online	2 Dec 20
Dorset LEP appoints new Chair	1 Dec 20
Dorset Economic blog: Productivity and the Spending Review	1 Dec 20
ESFA Community Training Grants open for Dorset applications	24 Nov 20
Dorset Gateway Business Directory refresh and regional #StillOpen campaign	17 Nov 20
Make a difference for Dorset	9 Nov 20
Q&A with Dorset LEP Board member, Sophia Story	6 Nov 20
£3,660,000 Cultural Recovery Fund investment for Dorset	3 Nov 20
Dorset Economic blog: Socio-Economic Inequality and State Engagement	3 Nov 20

List of Media coverage

Date	Outlet	Tone	Title and link
02/11/2020	Bournemouth Echo	Positive	Revised plans to partially ban cars from central Bournemouth
05/11/2020	Bournemouth Echo	Positive	Why cars will no longer be banned from Lansdowne under the revised plans
06/11/2020	Dorset Chamber Greatest Hits	Positive	Dorset Chamber comment – Furlough scheme extension
06/11/2020	Radio	Positive	Dorset Chamber welcomes extension of furlough scheme
13/11/2020	Dorset Echo Bournemouth	Positive	Bid to drive economic growth in Dorset
13/11/2020	Echo	Positive	Revamp of Lansdowne, Bournemouth, 'pretty much ready to go'
13/11/2020	Wave 105	Positive	Regeneration of busy area of Bournemouth approved
19/11/2020	Dorset Chamber	Positive	Dorset Gateway Business Directory refresh and regional #StillOpen campaign to support local businesses
19/11/2020	AECC	Positive	AECC University College Welcomes New Deputy Vice-Chancellor
26/11/2020	Business Live	Positive	Fears for hospitality sector in South West as post-lockdown restrictions are announced with Tier 3 in Bristol and Tier 2 in Devon
27/11/2020	Dorset Echo Greatest Hits	Positive	Ian Girling is disappointed with tough coronavirus restrictions
30/11/2020	Radio	Positive	Dorset businesses must get 'fair share' of financial support
01/12/2020	Dorset Chamber Bournemouth	Positive	Dorset LEP Appoints New Chair
01/12/2020	Echo	Positive	Dorset LEP chair is Cecilia Buffon
01/12/2020	Public Sector Executive Insider Media	Positive	Dorset LEP announce new Chair
02/12/2020	Ltd	Positive	Chair appointment at Dorset LEP
04/12/2020	Dorset Chamber Bournemouth	Positive	Organise your International Trade needs with Dorset Gateway
08/12/2020	Echo	Positive	Lack of Brexit information' frustrating business
08/12/2020	Dorset Chamber Bournemouth	Positive	EU transition: Dorset Chamber comment
09/12/2020	Echo	Positive	Bournemouth, Christchurch and Poole bid for freeport status
17/12/2020	Dorset Chamber	Positive	Peer Network Programme offers fresh perspective
17/12/2020	Dorset Chamber	Positive	Dorset LEP invests £194k in rural skills support
17/12/2020	Dorset Chamber Bournemouth	Positive	Dorset Chamber comments on Dorset remaining in Tier 2
18/12/2020	Echo	Positive	Cash boost for Kingston Maurward College
18/12/2020	Dorset Chamber	Positive	Dorset LEP invests in two unique digital innovation projects in the arts
18/12/2020	Dorset Echo	Positive	Dorset businesses urged to 'hold on in there' as county remains in Tier 2 restrictions
21/12/2020	Dorset Chamber	Positive	Dorset Chamber statement about new Covid-19 restrictions
22/12/2020	Dorset Chamber Bournemouth	Positive	ExportAR: Marine – An Augmented Reality Export Opportunity for Dorset's Marine-Tech Businesses
28/12/2020	Echo	Positive	Dorset LEP invests £354,400 in Arts University Bournemouth

RECOMMENDATION

None – for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26.01.21	Item Number	5.2
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Nominations & Remuneration Committee Update		
Recommendation	<p>To approve Sophia Story joining the Board as a full Board Member.</p> <p>To formally thank Richard Smith for his 6-year stint on the Dorset LEP Board which came to an end in December 2020.</p>		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board on vacancies. It is confirmed that all Board member vacancies are now filled and a pipeline of Board members has been established. In addition, all Committee vacancies are now filled.

2. SUMMARY/BACKGROUND

An open and transparent recruitment process took place for Board and Committee member positions. The recruitment process was successful. For the Board member recruitment, it is recommended Sophia Story is appointed to this role. She will retain her role as the SME Representative. A pipeline of future Board members has also been created.

All Committee member vacancies are also now filled.

The Committee would like to formally thank Richard Smith for his 6-year stint on the Dorset LEP Board which came to an end in December 2020.

The Committee meets annually, and the Board will be updated following any future meetings.

3. RECOMMENDATION

To approve Sophia Story joining the Board as a full Board Member.

To formally thank Richard Smith for his 6-year stint on the Dorset LEP Board which came to an end in December 2020.

The papers for agenda item 5.3 are not included as they are Commercially Sensitive

The papers for agenda item 5.4 are not included as they are Commercially Sensitive

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26.01.21	Item Number	6.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Strategic Infrastructure Committee Meeting Update		
Recommendation	None – for information only.		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

The purpose of this paper is to update the Board as to the recent activity of the Strategic Infrastructure Committee.

2. SUMMARY/BACKGROUND

The November Strategic Infrastructure Committee, Chaired by Board Member John Sutcliffe, had 22 attendees and representation included various functions within both Local Authorities and private organisations across Dorset.

In the meeting the Terms of Reference were agreed, a high-level overview of the Investment Prospectus infrastructure submissions was provided, and a presentation was given on the Transforming Cities Fund and transport aspirations.

Regarding the future work plan it was agreed that ascertaining groups/ lead organisations in areas of infrastructure across Dorset was an important first stage. This research was undertaken, and leads were established for transport, housing, green infrastructure and digital. Leads for each of these areas have been invited to present at the next Committee meeting in March 2021 and it is intended that the Strategic Infrastructure Group will be regularly updated on these areas in order to make connections and support where needed.

Groups/ organisations leading on the energy infrastructure issues could not be found and it was agreed an energy sub-group would be created as part of the Strategic Infrastructure Committee. The intention is a monthly group, chaired by a representative from the South West Energy Hub with a focus on considering the existing energy strategy and evidence base in order to articulate programmes of energy projects for Dorset.

A call for volunteers will be undertaken in February following a series of meetings in January regarding energy that may inform this. The meetings include a Board member discussion on renewable energy and a meeting between Dorset LEP, Scottish & Southern Electricity Networks and senior representation from both Local Authorities.

3. RECOMMENDATION

None – for information only.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26.01.20	Item Number	6.2
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset LEP Business Growth and Inward Investment update		
Recommendation	<ul style="list-style-type: none"> • To note the success of the Peer Networks programme • To help communicate the key messages around EU readiness and the services being offered through the Dorset Gateway 		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

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

This report supports the DLEP's 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 Helping Dorset businesses to increase their resilience against the impact of economic shocks

Peer Networks 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 subsequent success of the programme in Dorset has meant that we have secured further funding to support another 66 Dorset businesses through this programme, taking the total funding secured to £250,000.

The Peer Networks programme has seen the creation of 12 peer network groups (cohorts), with each group consisting of 8-11 directors or managers from Dorset's SME business community. Sessions are being led by experienced facilitators utilising the action learning methodology – which is a proven and highly effective way of running peer networks.

Dorset LEP 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.

Our three delivery partners - Dorset Chamber of Commerce; Evolve; and CIRCLE Leadership – have been regularly engaging with Dorset Gateway colleagues to ensure that the programme is being delivered in-line with the government's requirements. This includes ensuring that participants meet the following eligibility criteria:

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

These criteria have been relaxed to ensure that some smaller businesses can participate in the programme.

Following a very successful recruitment campaign and delivery of the programme to date, we have been recognised by the central Peer Networks team as being one a handful of exemplars. As a result, we have presented our approach to the national growth hub network. Dorset LEP's Director was also written to by the national Peer Networks programme lead recognising our – and our delivery partners' – efforts in establishing and rolling-out the programme.

This success has enabled us to attract additional funding for six further cohorts meaning we can invite further businesses to access this support.

As of 12 January, there were 159 businesses that had registered for this support, of which 155 were eligible for the support. Manufacturing businesses along with a host of otherwise 'undefined' other service activities made-up a majority of interest.

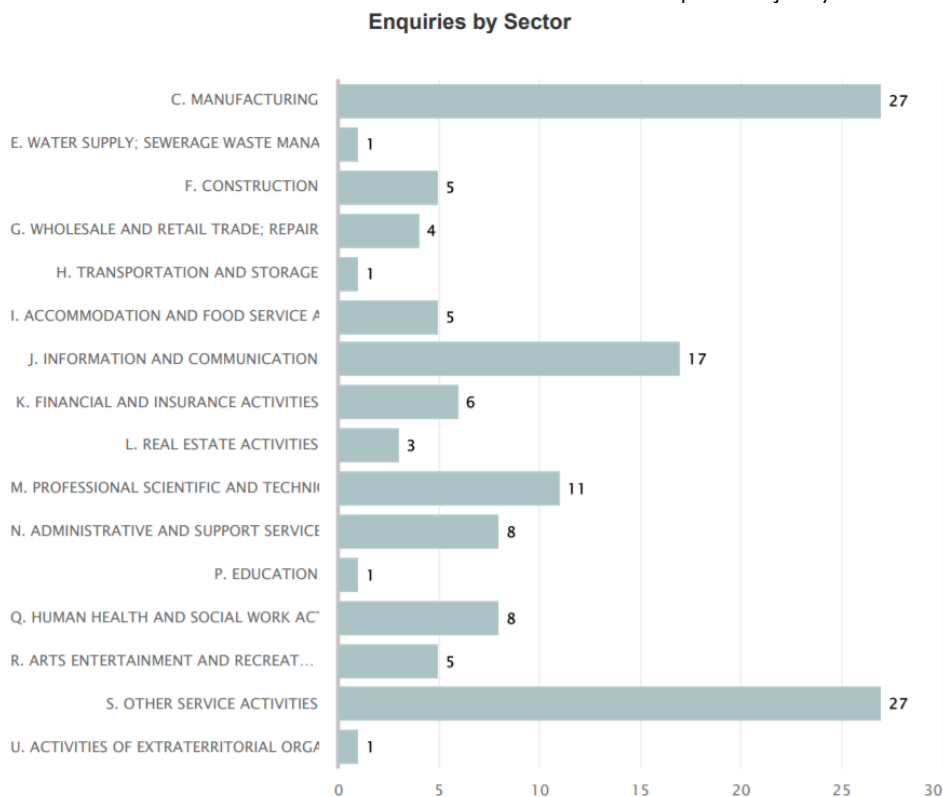


Figure 1: Dorset Peer Network enquiries by sector

We are still actively recruiting and aim to have filled all remaining spaces on the programme by the end of January.

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

Business Support Grants

Both local authorities will be administering further grant schemes in light of the national lockdown announced on 4 January. Dorset Gateway will be working to support the sharing of information regarding these schemes and ensuring businesses are able to identify which funding they can access and how they can access it. At the time of writing, Local Authorities are waiting for confirmation from government about the specific eligibility of these schemes and how they should be delivered.

Support for small businesses

In addition to Dorset LEPs continuing Crowdfund Dorset Business Campaign, we have launched a campaign prior to Christmas to help promote and support local, small independent businesses that were – and are – still operating during the lockdown. The #StillOpen campaign aims to encourage local residents to shop locally and help Dorset businesses adversely impacted by COVID-19 by publicising those businesses that are still trading, albeit in a limited capacity.

With the tightening of restrictions and with non-essential retail and many personal services being forced to close, Dorset LEP is funding a trial of the e-commerce platform, **ShopAppy** in five town areas across Dorset. Delivered in partnership with Business Improvement Districts (BIDs) and Chambers of Commerce in Bridport, Wimborne, Sherborne, and Gillingham as well as a number of businesses in Bournemouth, this trial is now open to retailers and service providers to register.

2.2 Focusing resources on our existing strengths and high-growth sectors

Marine and Clean Growth support

The Department for International Trade (DIT) has appointed a marine sector and clean growth sector specialist to help businesses across the Great South West (covering the Heart of the South West, Dorset and Cornwall & Isles of Scilly LEPs) looking to export their products and services internationally (see 2.4 below). The free service open to all marine sector and clean growth sector companies in the area, can provide support and guidance on the following and more:

- Business modelling
- Market entry planning and preparation
- Sales and marketing
- Identification and introduction to potential customers and overseas business partners

We will be working with both of these new posts to promote opportunities for Dorset businesses.

Export AR Programme

In December and January, we promoted a unique opportunity for marine-tech businesses in Dorset to help trial an immersive, 21st-century sales and lead-generation tool, in addition to the possibility of boosting export sales through enhanced international trade. DIT's South West team, Business West and AR specialists, Render Media, launched 'ExportAR: Marine' - a first-of-its-kind immersive augmented reality (AR) platform for cross-border sales within the Marine sector.

The ExportAR: Marine initiative will be delivered cost-free to three successful applicants from across Dorset, Devon and Cornwall. The platform will allow companies to showcase their Marine-Tech product in real-time to an international audience using a

bespoke smartphone or tablet application. UK sellers will be able to present their product and communicate in real-time to international buyers in target markets using AR.

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

High Potential Opportunity (HPO) for Sustainable Aquaculture: We have continued to attract interest from businesses outside of Dorset – UK and non-domestic – as a result of the successful round 1 HPO. Whilst we are still waiting for confirmation of the first investment, there are currently 15 businesses in the pipeline; 7 domestic and 8 non-domestic.

High Potential Opportunity (HPO) Round 2 – Marine Autonomy: The Marine Autonomy HPO which we are part of, along with the Heart of the South West LEP and Cornwall and Isles of Scilly LEP - was identified as one of those to be fast-tracked for development as part of Round 2 of the HPO programme. A first, draft has been prepared ready to be circulated with a wider group of stakeholders at the end of January/early February. There will be further iterations of the proposition before it is signed-off and adopted by DIT for promotion.

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

EU Transition support

From 31 October, we increased 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.

As part of this support, a 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 are 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>

This support is being provided through additional funds (**£136,050**) that Dorset LEP has secured from the Department for Business, Energy and Industrial Strategy (BEIS). Further business-facing support will be provided and is currently being finalised with delivery partners.

SME Internationalisation Fund

In October 2020, the government unveiled a package of measures to help businesses in England build back better following the COVID-19 pandemic.

The Department for International Trade's (DIT) Export Growth Plan provides additional financial support and expertise, some of which is targeted towards specific regions; this includes the south west. The plan includes a £38 million **Internationalisation Fund** for

small businesses, which will help up to 7,600 SMEs in England grow their overseas trading and strengthen their business.

This fund went live from Monday 14 December allowing eligible SMEs to apply for funding. To access the funding, SMEs will be required to engage with DIT's International Trade Adviser (ITA) network in preparation for application process. Once an SME has agreed an export action plan with an ITA (which sets out the proposed activity as a key element to growing their business through international trade), they will be given further details on how to apply including a link to the application system.

The focus of this support is around high growth potential (HGP) 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 will be some scope to support smaller companies.

Key Features of the fund include:

- Co-investment of between £1k - £9k (constrained by LEP allocations as detailed below)
- One application and one claim per SME
- Detailed eligible expenditure guidelines
- Online application and claims processes

LEP	LEP SME Funding Totals	Enterprises Supported - Target Totals	Increase in Employment - Target Totals	Start Ups
South Project				
HOTSW	£1,223,062	245	74	2
Dorset	£473,651	95	29	1
Swindon & Wiltshire	£473,651	95	29	1
Gfirst (Gloucestershire)	£473,651	95	29	1
South East LEP	£2,368,256	474	142	5
Coast to Capital	£1,302,541	261	78	2
Solent	£1,065,715	213	64	2
Hertfordshire	£520,543	104	31	2
Enterprise M3	£1,184,128	237	71	2
West of England	£947,302	190	57	2
Bucks	£473,651	95	29	1
Greater Cambridge & Greater Peterborough	£236,826	47	14	1
New Anglia	£473,651	95	29	1
Oxfordshire	£113,676	23	7	0
Thames Valley	£947,302	189	57	2
	£12,277,607	2,458	740	25

Figure 2: Allocations and targets by LEP area

3. RECOMMENDATION

- To note the initial success and recognition that the Peer Networks programme has received via the national Peer Networks programme coordinators.
- To note the continued success of the Sustainable Aquaculture HPO.

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26.01.21	Item Number	6.3
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Dorset LEP Programmes Skills Advisory Panel and Board Update		
Recommendation	For Information		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <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 Nov 2020 and Jan 2021.

2. SUMMARY

2.1 Local Skills Report

The SAPB have discussed and directed the drafting of the Local Skills Report in alignment with Department for Education (DfE) requirements. The Local Skills Report will include the skills strategy for Dorset, highlighting the skills strengths and needs of the county and contain the action plan for skills development in Dorset. The report will develop the current Dorset Skills Action Plan, and will become the primary route for annual reporting by the SAPB to DfE. A final draft of the report will be available to Board members at the March Board.

2.2 The Labour Market Information update

We have published our [Skills Action Plan](#), released [latest labour market insights dashboard](#), [an extended final report for 2020](#) and updated [key industries dashboards](#) with the latest vacancies and job trends. Some of our key findings are included below.

- **Recruitment activity resilience: Dorset's vacancies bouncing back better from lockdowns than the UK average.**

Dorset's vacancy figures indicate recruitment activity recovered well after crashing by half with the first lockdown. There were 57,433 vacancies advertised in Dorset in 2020, closing the year at 92% of their 2019 levels. Demand declined for service roles, but it considerably increased for nurses and carers, accountants, lawyers, web developers and cleaners.

- **Top employers in Dorset throughout 2020**

The National Health Service was by far the largest individual employer. J.P.Morgan, Bournemouth University and the Councils joined the top the chart as individual employers, while residential care firms saw continued increase in recruitment activity, jointly forming the second largest chunk of demand after healthcare.

Engineering firms recruitment held up, but saw mixed demand with RNLI, Siemens, Curtis Wright and Holt Engineering being more tentative, while Cobham, Ultra Electronics and Gattaca increasing their vacancies.

In December, Bourne Leisure represented tourism at the top employers chart.

- **Industries with high demand continued recruiting**

While labour *demand fell* by a half in accommodation and food services, and arts, entertainment, and recreation, it was **largely maintained** in financial services, utilities and professional, scientific and technical activities while it **actually grew** by a quarter in the health and social care sector.

- **Sharp increase in available workforce**

There were 4.6 claimants for each advertised vacancy in November - a ratio three times as high as the pre-crisis levels, but showing improvement from the 7.5 peak in May.

Claimant count grew almost threefold in Dorset in April and remained high, accounting for 5% of the 16+ residents and 7% of 18- 24 year olds in November.

Furloughed workers significantly dropped from 25% in July to 5% in November without causing further increase in claimants, and indicating movements back to work.

- **Support measures and homeworking are changing the recession trajectory**

Significant rise in unemployment has thus far been avoided and unlike previous recessions, with many jobs and businesses protected by the support schemes, vacancies bounced back relatively quickly. Homeworking is another mitigating factor, rising steeply to almost half of employees in April and very few have returned to the office since. Amongst concerns on homeworkeer's health and happiness, homeworking is here to stay.

- **EU workers going home?**

In September 2020 there were almost a quarter fewer employed from A8 and A2 EU countries in the UK labour market compared to an year earlier,

- **A skills mismatch between vacancies and those looking for work**

As the pandemic hit sectors of the economy differently, low-skilled workers and young people are disproportionately affected with almost half of the 18-24-year olds working in Dorset employed in distribution, hotels and restaurants.

While there are sectors with vacancies, skills mismatch could slow down movement across sectors and cause unemployment lagging for longer, while skills gaps remain a challenge for employers.

3. Dorset LEP Careers Hub Update

The Dorset Careers Hub has had a largely successful first term of the academic year. Progress has been made on all 5 major projects, including;

- Delivering CPD to network on use of LMI and on strategic careers planning.
- Joining 9 partner project to deliver online careers fair covering Dorset, Hampshire and Surrey.
- Contracting with national online work experience provider to offer up to 3,000 virtual work experience placements this year.
- Approving 23 Activation fund bids from schools across the county.

In December, 85% of our Hub schools completed a new Compass assessment with our support. Progress towards our key Gatsby Benchmark targets is as follows;

Wave 2 Schools

	Target	Dorset	National

BM 1	75%	88%	44
BM 5	75%	78%	66
BM 6	65%	55%	42
Total Achieved	6.0	6.3	4.2

Wave 3

	Target	Dorset	National
BM 1	75%	49%	31
BM 5	75%	57%	57
BM 6	65%	26%	44
Total Achieved	4.0	4.1	3.8

The Hub is clearly performing above both targets and national averages in many respects, and plans are in place to continue improving our performance. The new Wave 3 schools have further to travel, but good progress has been made this term. The main area for concern is in Benchmarks 5 and 6, which are affected by the pandemic. Two of our major projects are designed to mitigate this impact.

In the coming months we will review data, targets, and project performance, and reallocate available funds to new priorities. We expect to communicate new funding opportunities to schools by February half-term.

We are also developing a new project to recruit employers to support our various initiatives, and this will involve support from the DLEP comms team and the Dorset Gateway.

4. T level delivery from Sept 2021

Ferndown Upper School have announced they will be delivery Dorset's first T level from September 2021. The school are currently providing information sharing sessions and looking to recruit their first cohort on Software Development and IT Support.

5. Skills Boot Camps

A national tender is currently live to deliver Skills Boot Camps across England. Skills Boot Camps have been successful in trial areas in northern England, offering retraining into a different skill set with a job interview guaranteed at the end of the 12-16 week course. Dorset is part of the wider south west geography and Dorset LEP is discussing opportunities with Heart of the Southwest LEP. For this to work in Dorset, we will seek to ensure we have employers who have new roles aligned to the skills taught and can offer job interviews for successful trainees. The subjects offered are:

- Software Development
- Digital Marketing
- Data Analytics

Within the new tender, there is also the opportunity to deliver welding, engineering and construction. It is anticipated that courses for Dorset residents will be available from 1st April 2021 through a virtual offer, with face to face delivery when possible.

6. DLEP partnership bids

The DLEP skills team are contributing to the following partnership bids, and the wider Dorset LEP team are working on delivery of projects under the Getting Building fund:

- BCP Town bid – focus on Skills provision in Boscombe
- University Hospitals Trust – Health Foundation Adopting Innovation Programme
- Integrated Care System/CCG/DC – Health foundation economic development policy

7. DWP

For reference, the information provided by the DWP updates is attached in appendix 1. DWP met with committee members in December 2020 to provide updates on future delivery.

Appendix 1 : DWP skills initiative information Nov – Jan 2021

Skills Toolkit: 'An Hour To Skill'

'An Hour To Skill' is a new campaign from the Department of Education (DfE) which aims to boost the nation's skills and job prospects. Learning can have a really positive benefit to our mental wellbeing and this campaign aims to promote learning as a way of keeping the mind healthy and active which is very important at this time.

[The Skills Toolkit \(link is external\)](#) is an online platform giving access to more than 70 free, high-quality digital, numeracy and employability courses. By setting aside one hour a week for online learning, people can learn skills that employers are looking for, boost their job prospects and keep their mind active.

DfE have produced a [guide](#) which they would like to be shared with employers, partners and trade bodies. It explains the benefits of this campaign to employers and their employees and provides a range of support and promotional materials they can use.

Help to Find Work for Claimants Aged 18 to 24

Help for [UC claimants \(link is external\)](#) aged 18 to 24 to find a job, work-related training or an apprenticeship though the Youth Offer has been published on GOV.UK.

Touchbase

Touchbase is being produced weekly and is being circulated to subscribers every Friday. Although these provide a roundup of announcements and are useful for organisations they will not be published on GOV.UK [Subscribe to Touchbase](#)

New Enterprise Allowance (NEA) Scheme

New Enterprise Allowance [statistics \(link is external\)](#) from April 2011 to June 2020 for phase 1 of the scheme, and any starts since phase 2 began (in April 2017) up to June 2020.

Veterans Study

The [Office for Veterans' Affairs \(link is external\)](#) has published results of a study that found 60% of veterans have volunteered in their community to help those affected by the pandemic. Many use their skills learnt from the armed forces, as well as their public service ethos, to play an important role in their communities.

2021 Harvest

The number of workers permitted to travel to the UK to pick and package fruit and vegetables will be increased for next year's harvest. The [Seasonal Workers Pilot \(link is external\)](#) has been extended and expanded for an additional year with 30,000 visas available for those wanting to come and work on UK farms for a period of up to six months.

Tackling Loneliness

A [£7.5m fund \(link is external\)](#) will help provide immediate and targeted relief to those most at risk of loneliness during the coronavirus pandemic. The funding will be targeted at sectors that are well-known for having the power to bring people and communities together such as the arts, libraries, charities and radio.

Future High Street Fund - England

Up to £830 million from the [Future High Streets Fund \(link is external\)](#) will be invested in 72 areas across England. The funding will help protect and create thousands of jobs in a range of industries and support areas to recover from the pandemic.

Changing Futures: Changing systems to support adults experiencing multiple disadvantage - England

The Ministry of Housing, Communities and Local Government (MHCLG) is inviting expressions of interest from local authorities (LA) and partners in England to deliver pilots supporting adults experiencing multiple and complex needs.

The prospectus states that areas should involve Jobcentre Plus when forming strategic partnerships to support the pilots, so it is possible that JCP Service Leaders and Partnership Managers will be approached by LAs as they formulate bids, and we of course encourage our local leaders to engage in these strategic, place-based discussions. Expressions of interest will set out high-level delivery models, whereas detailed delivery plans are to be developed in a later stage of the bid process for shortlisted areas. If local partners propose any JCP operational involvement at this stage, for example the support of Work Coach resource, you should seek funding from the local partnership. Please contact disadvantaged groups policy team at CFD.CORRESPONDENCE@DWP.GOV.UK ([link sends e-mail](#)) for advice on any such discussions about funding of front-line activity for pilot bids.

Universal Credit Statistics

[UC statistics \(link is external\)](#) for the period 29 April 2013 to 12 November 2020. Highlights:

- 5,830,557 people were on UC as of 12 November 2020.
- 2,279,007 classed as searching for work
- 3,020,664 males were in receipt of UC and 2,808,487 females

Restart Scheme

The Restart scheme, which is part of the governments Plan for jobs, will give UC claimants who have been out of work for at least 12 months enhanced support to find jobs in their local area. Details of [How the Restart Scheme will work \(link is external\)](#) has been published on GOV.UK.

On 16 December, the Work and Pensions Committee will take [evidence from academics and policy experts \(link is external\)](#) on the Government's new Restart employment support programme.

Job Entry Targeted Support (JETS)

In its first fifty days, Work Coaches across the country have acted quickly to deliver the additional support, signposting tens of thousands of Universal Credit and New Style Job Seeker's Allowance claimants to the programme - [more than 800 jobseekers per day](#)

Armed Forces Covenant

Thousands more businesses, charities and public organisations have this year pledged to support veterans, service personnel and their families by [signing the Armed Forces Covenant \(link is external\)](#). Over 6,000 organisations have signed the Covenant since 2011 with nearly 1,500 organisations this year.

Employer Bulletin

The [Employer Bulletin \(December 2020, Issue 87\) \(link is external\)](#) includes: the extension to the Coronavirus Job Retention Scheme, VAT deferral and VAT reverse charge measures for the construction industry, Virtual Christmas Parties, Brexit transition updates and how to report PAYE Real Time Information early due to Christmas.

Lifetime Skills Guarantee

From April 2021, adults without A-Levels or equivalent will be eligible to study for a free Level 3 qualification to help boost their job prospects and get ahead in work. There are almost 400 courses on offer – from construction and agriculture, to digital and health and social care. Or, Skills Bootcamps offering flexible courses of just 12-16 weeks, giving people the opportunity to build up sector-specific skills and fast-track to an interview with a local employer. Currently available in the West Midlands, Greater Manchester and Lancashire, the Liverpool City Region, the Leeds City Region, Heart of the Southwest, Derbyshire and Nottinghamshire. Visit your local authority website to find out more. In 2021, this will expand into new regions with more course subjects on offer. [Find out more \(link\)](#)

DORSET LEP BOARD MEETING COVER SHEET

Meeting Date	26.01.21	Item Number	7.1
Security Level:	Confidential <input type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>
Paper Title	Advisory Groups Update		
Recommendation	None - for information only		
Papers are provided for:	Decision <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>

1. PURPOSE

This paper provides an overview of all advisory committees Dorset LEP, including an update on the most recent meetings and papers to be considered by the LEP Board. The paper also provides an update on the Dorset Local Nature Partnership. Each of these groups has between 10-50 members and strengthens the advice received by the LEP Board.

2. BACKGROUND

i) Dorset Tourism Association:

The [Dorset Tourism Association](#) was established in 2016 with the purpose to promote, market and develop tourism in Dorset. It has a 'free to join' membership organisation working with tourism trade membership associations, partnerships and individual businesses. The current Chair is Richard Smith.

The DTA last met on 10th November 2020. The next meeting is scheduled for 18th January 2021 with the main topic of conversation being the impact of Covid-19 on the tourism industry in Dorset.

Work is currently underway to explore the possibility of a 'Tourism Deal/zone' in order to better support the economic recovery of this sector.

ii) Rural Enterprise Group:

The [Rural Enterprise Group](#) was established to identify and encourage the growth of private enterprise and prospects for jobs in the rural areas of the county. The membership of the Group includes a wide representation of rural organisations in Dorset including the private sector, education, government agencies, the Dorset Local Nature Partnership (DLNP), the Local Action Groups (LAGs) and local authorities. The Chair is Luke Rake.

The Rural Enterprise Group last met on 16th December 2020. The next meeting will be scheduled for early March 2021. The main topics of discussion were Dorset Council's Local Plan and the Dorset Local Industrial Strategy. The key action for the next meeting of the DREG will be to study the local plan and generate a response. Luke Rake will also share the

LEP investment prospectus with the group so that feedback can be provided to the LEP Board.

iii) Connected Dorset:

[The Connected Dorset Group](#) is a long-established Dorset LEP sub-group, with representation from businesses, local authorities, transport suppliers and operators, as well as other interested organisations. The group act as an advisory partnership to the Dorset LEP Board, with the aim of promoting an efficient and reliable transport infrastructure and high-speed communications system to help facilitate local economic growth by creating the right conditions for more highly skilled jobs and housing across Dorset.

The Chair of the Group is Jim Stewart. The Group did not meet in 2020 and is currently organising meetings for 2021. The Board will be informed of the next meeting as soon as it is organised, including any relevant updates.

iv) Dorset Local Nature Partnership:

[The Dorset LNP](#) brings together a wide range of partners in public, private and voluntary sectors across Bournemouth, Dorset and Poole. It exists to maximise the benefits to be gained from protecting and enhancing the unique natural assets of the area for people, wildlife and businesses.

While Dorset Local Nature Partnership is not an advisory group of Dorset LEP, Dorset LNP and LEP have been working together on strategic areas important to both organisations, including the shaping of the Local Industrial Strategy.

Luke Rake, Dorset LEP Board member, represents Dorset LEP at LNP regular board meetings.

The Group last met on 9th December 2020 and the next Board meeting is scheduled for 10th March 2021. The meeting will focus on Annual Forum Debrief; offshore wind / renewable energy; HAND Collaboration / Natural Health Update; NE Biodiversity Net Gain Metrics; and Low Carbon Dorset Evaluation.

Furthermore, DLNP will hold their Annual Forum on 4th March 2021, focusing on Nature Recovery. Invitations will be sent over the next few weeks. All Dorset LEP Board members are invited to join the Annual Forum. Should you wish to register, please contact Maria Clarke at MClarke@dorsetwildlifetrust.org.uk.

3. RECOMMENDATIONS

None – for information only.