

DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD

22 JULY 2021 FROM 10.00 AM TO 12.30 PM

ZOOM MEETING

MINUTES

Board Attendees:

Andrew Wickham (AW)
Arabella Lewis-Smith (AL)
Cllr Drew Mellor (DM)
Cecilia Buffon (CB) (Chair)
Ian Girling (IG)
Jim Andrews (JA)
John Sutcliffe (JSu)
Luke Rake (LR) Nicola Newman (NN)
Paul Read (PR)
Sara Uzzell (SU)
Sophia Story (SS)

Also Present:

Aidan Dunn (AD) (Dorset Council)
Corrina Osborne (CO) (Dorset LEP)
Daniela Doncakova (DD) (Dorset LEP)
Elizabeth Spence (ES) (BEIS)
Finn Morgan (FM) (Dorset LEP)
Kathryn Hill (KH) (Dorset LEP)
Rebecca Davies (RD) (Dorset LEP)

Apologies:

Diane Grannell (DG)
Emma Hunt (EH)
Jim Stewart (JS)
Cllr John Beesley (JB)
Nick Gaines (NG)
Cllr Spencer Flower (SF)
Cllr Tony Ferrari (TF)

Presenting:

Jon Rattenbury - South West Energy Hub

Item	Notes and Decisions	Action
1.	<p>Apologies were received for: Diane Grannell, Emma Hunt, Jim Stewart, Cllr John Beesley, Nick Gaines, Cllr Spencer Flower, Cllr Tony Ferrari.</p> <p>Declarations of Interest: In addition to the conflicts noted in the Conflict of Interest document, IG declared an interest in Weymouth College, as he is now a Board member of the College.</p>	
2.	<p>The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.</p> <p>CB formally gave thanks again to Lorna Carver for all the work she has done since joining Dorset LEP and wished her well in her new role. She explained that Lorna asked her to pass on her thanks to the Board for the gifts and kind words. CB went on to welcome Corrina Osborne into her role as Interim Director.</p>	
3.	Strategy	
3.1	<p>Interim Director's Update (Confidential - Commercially Sensitive)</p> <p>CO informed the Board that the LEP Review was still ongoing and it was hoped an announcement would be forthcoming this week but this may be delayed. ES updated that the review is still ongoing and options are to be considered over the summer. CO explained that Dorset LEP was still feeding into that process through the three of the four working groups via the LEP Network.</p> <p>CB provided an update on some of the Great South West activity over the last few weeks. She stated that since the Board last met the Great South West activity has continued through an All Party Parliamentary Group, championing tourism. She highlighted the importance of continuing to provide the data around that and that there is an increased demand at a time of staff shortages. CB updated that there have been ongoing discussions with Luke Hall MP about recognition of the Great South West and that it seems the recognition has stalled, linked to the levelling up white paper. There have also been discussions about the establishment of a south west investment fund, similar to that of the Midlands Engine.</p> <p>LR informed that the Tourism Minister, Nigel Huddleston MP, visited Dorset recently at the invite of Chris Loder MP. SU said that she had met him in Dorchester during his visit.</p> <p>The Board noted the recommendation in the paper:</p> <p>It is recommended the Board notes the ongoing LEP review work, the securing of funding and strategy work since the last meeting.</p>	All noted
3.2	<p>Strategy update (Confidential - Commercially Sensitive)</p> <p>CO stated that in context of the ongoing national LEP review, it was timely to review the achievements of the LEP via the Boards decision making. She stated there is much to be proud of. In terms of delivery we have transformed £119m of investment into a £1.55 billion investment programme in Dorset.</p> <p>CO highlighted that Dorset has a nationally recognised careers hub and produce skills plans for the place and data that underpins local skills decision</p>	

Item	Notes and Decisions	Action
3.	Strategy Cont'd	
3.2	<p>Strategy update Cont'd (Confidential - Commercially Sensitive)</p> <p>making. She stated our business engagement activities supported around 2,000 businesses and serves critical functions such as bid writing and EU transitions advice and has nationally recognised peer network programme.</p> <p>CO reminded the Board that they had created strategies for the place, bringing stakeholders together in alignment to create a shared ambition and helping showcase Dorset on a national front which is a huge achievement.</p> <p>CO stated that there is a strong business plan which covers all of this activity and the Dorset LEP team continue to deliver against this.</p> <p>CO reminded the Board that in order to create a pipeline of business proposals, they were asked to select two priority areas and the results of their selections were in the paper.</p>	
3.3	<p>Dorset Low Carbon Energy Investment Plan (Confidential - Commercially Sensitive)</p> <p>Jon Rattenbury joined the meeting at 10.33 am</p> <p>CO introduced the paper stating that energy infrastructure underpins all activity. Energy issues in Dorset had been known for some time, however, there was not an evidence base to show this picture across the whole region. CO informed the Board that a need was identified by the Strategic infrastructure Committee to create an evidence base and possible opportunities, capitalising on the unique aspects of the place to move towards low carbon energy provision.</p> <p>JSu stated the document produced is a critical body of work that outlines a range of low carbon possibilities with different scenarios modelled for each and it therefore does not present the answers but rather is the impetus for beginning the discussion around low carbon energy in Dorset.</p> <p>AW said he was happy to trial hydrogen buses and asked how engaged SSC were in the creation of the document. JSu stated they had been consulted as part of the stakeholder engagement.</p> <p>PR explained that in social housing sector they are talking around the subject, not having a lot of experience in the sector. He thought the paper was very good. He explained he attended a meeting of all housing associations in the south west and that they are looking to the LEPs and how to tap into them.</p> <p>JA agreed it was a really good document that sets out a clear range of future options. He mentioned the university are working on future technologies and innovation in this area and said he was happy to have a conversation off-line to discuss the work BU are doing as Dorset could be used as a test bed for this technology.</p>	

Item	Notes and Decisions	Action
3.	Strategy Cont'd	
3.3	<p>Dorset Low Carbon Energy Investment Plan Cont'd (Confidential - Commercially Sensitive)</p> <p>PR also mentioned skills, and he would like to try to understand what the skills basis is, so the colleges can come along at the same time.</p> <p>The Board approved the recommendation in the paper:</p> <p>It is recommended the Board approves the Dorset Low-Carbon Energy Investment Opportunities document.</p>	The Board approved
4.	Guest Presentation	
4.1	<p>SW Energy Hub support offer for Dorset</p> <p>CO introduced Jon Rattenbury (JR) from the South West Energy Hub.</p> <p>JR introduced himself as Head of the South West Energy Hub. He explained that across the world there is currently a lot of focus on climate change and that 74% of local authorities have claimed a climate emergency. He advised that it is important to understand the energy landscape and its role in the place, including how to move from enabling to project formation to the development stage and different ways of funding these activities. He explained the South West Energy Hub was funded by BEIS and is one of five Energy Hubs across England. They work locally with LEPs, local authorities and local government departments and have very close relationships with BEIS and central government. They have six core objectives and the important one is about collaboration, supporting and sharing best practice. He ran through their services and programmes and their nine strategic priorities and areas for future potential support with Dorset.</p> <p>Drew Mellor left at 11.10 am</p> <p>He ran through some of the projects they have supported in the region and those in Dorset.</p> <p>CB asked whether there was a reason they were not working on as much in Dorset.</p> <p>JR explained that they did have good contacts in Dorset but that plans have been developing over the last couple of years and there have been lots of changes. He mentioned the low carbon energy opportunities document is pivotal as local authorities are supportive of this and therefore there is a shared ambition.</p> <p>JSu thanked JR for his help so far and that he was looking forward to growing this relationship going forward.</p> <p>JR informed that they are organising a workshop regarding the technical assistance for social housing decarbonising agenda.</p> <p>JR left the meeting at 11.22 am</p>	

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5.	Strategic Committees Update	
5.1	<p>Business Growth and Inward Investment Committee (Confidential - Commercially Sensitive)</p> <p>FM took the paper as read and highlighted that Dorset Gateway's Business Relationship Officer (Trade and Investment) has been working alongside the Department for International Trade (DIT) to connect local businesses SME Internationalisation Fund.</p> <p>Action: FM to send IG more information on the Internationalisation Fund.</p> <p>The Board noted the recommendations in the paper:</p> <ul style="list-style-type: none"> • notes the continued success of the Peer Networks programme • notes the confirmed Foreign Direct Investment (FDI) 2020/21 figures for Dorset • promotes the SME Internationalisation Fund amongst SME businesses 	<p>FM</p> <p>The Board noted</p>
5.2	<p>Skills Advisory Panel and Board</p> <p>RD stated she took the paper as read and just wanted to highlight the labour market information. She informed the Board that Dorset are 77% employed, with 7,000 vacancies and Dorset LEP are working closely with stakeholders on the information. This includes DWP to get people back into work.</p>	
5.3	<p>Strategic Infrastructure Committee</p> <p>CO stated the Committee is working very effectively in coordinating and facilitating stakeholders to collaborate on key strategic infrastructure strands. She updated the Board that there are regular presentations on key areas – this month was housing and it sparked much discussion and future collaboration. CO updated the Board that the Committee agreed that the focus on energy was critical to underpin other infrastructure activity and that they felt that a greater focus was needed on 2-3 strands of infrastructure in order to have the maximum impact and their recommendations will come to the Board after the next meeting.</p> <p>She highlighted that the Committee explored the concept of producing an infrastructure prospectus that would draw together the different strands of infrastructure in a single place as some other areas of the country have done which ensure visibility for investors to reassure a joined up approach to the place and to attract further investment. She stated that the Committee could see value in this but did not feel this was a priority at this time and that energy should be a primary focus.</p> <p>CB stated she felt there was much value in a document that would pull together the various infrastructure strands, even on a high level. JSu offered to provide CB a one page high level outline of this.</p> <p>Action: JSu to provide CB with a one page document showing how the infrastructure strands are interlinked by email.</p>	<p>CO/JSu</p>

Item	Notes and Decisions	Action
5.	Strategic Committees Update Cont'd	
5.3	<p>Strategic Infrastructure Committee Cont'd</p> <p>The Board noted the recommendations in the paper:</p> <ul style="list-style-type: none"> • It is recommended the Board notes the importance of the on-going work around energy and its significance to Dorset. • It is recommended the Board notes the value in producing an infrastructure prospectus in the future. • It is recommended that in order to have maximum impact, the Board supports the proposal for the Strategic Infrastructure Committee to become more focused in its remit. • It is recommended the Board notes that the Committee is working effectively in coordinating and facilitating stakeholders to collaborate on key strategic infrastructure strands. 	The Board notes
5.4	<p>Enterprise Zone Committee</p> <p>DD gave an update on the Enterprise Zone. She explained there had been three additional meetings on top of the standard Committee meetings to discuss the investment plan opportunities, visits and academic footprint. JSu provided an update on the Battlelab.</p>	
6.	Governance	
6.1	<p>Communications Update</p> <p>The Board noted the paper which included the positive coverage over the reporting period.</p>	
6.2	<p>Finance, Audit and Corporate Risk Committee (Confidential - Commercially Sensitive)</p> <p>CO advised that there are a range of papers for Board approval under this item.</p> <p>The Board noted and approved the recommendations in the paper:</p> <ul style="list-style-type: none"> • It is recommended the Board notes the 2020/21 End of Year Accounts. • It is recommended the Board notes the Finance Report 2021/22. • In the context of the LEP Review it is recommended the Board focuses on: <ul style="list-style-type: none"> ▪ continued delivery of our existing programmes and progress against our approved Delivery Plan as a priority ▪ developing a strong project pipeline ▪ making no major changes to company priorities/activity and aligned resources. • It is recommended the Board approves resourcing the development of a business case pipeline. 	The Board noted and approved

Item	Notes and Decisions	Action
6.	Governance Cont'd	
6.3	<p>Performance and Investment Committee (Confidential - Commercially Sensitive)</p> <p>DD took her paper as being read and a discussion of the contents took place.</p> <p>JSu left the meeting at 11.58 am</p> <p>The Board noted the recommendations in the paper.</p>	
6.4	<p>Nominations and Remuneration Committee (Confidential - Commercially Sensitive)</p> <p>JA introduced the paper and spoke about the proposal of PR's re-appointment to the Board for a further term. As the meeting was no longer quorate it was decided that this item should be decided through written procedures.</p> <p>Action: CO to send this agenda item to the Board as written procedures.</p> <p>A discussion took place around the pipeline of Board members and attracting women to the Board.</p> <p>JA said that the discussion was really helpful and was one of the things the Nominations and Remuneration Committee was looking at. He mentioned that BU had a Board apprenticeship process, to help people who do not have quite as yet have the right experience or confidence to take on a Board role. The Board apprenticeship process is designed to help people to come through and advised we explore something similar.</p> <p>Action: The Nominations and Remuneration Committee to explore the Board apprenticeship programme for women.</p> <p>IG mentioned the issue of the menopause for women and the Chamber events this week on this.</p> <p>FM mentioned that Women Leaders lunch that the LEP held in recent years was a good opportunity to discuss the LEP's agenda and to get that diversity.</p>	<p>CO</p> <p>JA</p>
8.	Any Other Business	
8.1	CB suggested that for the next Board meeting, Board Members should present their Committee papers, as this is common practice in other Boards.	
8.2	<p>CB said that she would like to have the next LEP Board meeting as a face to face meeting, especially as she has not met everyone in person yet. She suggested that it could be a mix of face to face and virtual meeting for those who did not wish to attend in person.</p> <p>LR volunteered to host the September Board meeting, as Kingston Maurward's large meeting room has plenty of space and the technology for the virtual meeting.</p> <p>Action: LR to host the LEP Board meeting on 28 September at 1.30 pm at Kingston Maurward.</p>	LR
8.3	CB informed the Board that the LIS Steering Group was going to be moved to every other month, so the group would meet only in between board meetings.	

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8.	Any Other Business Cont'd	
8.4	CB informed the Board that some papers were sent out this week to Ministers from the LEP Network and that these will be circulated with the minutes.	
8.5	CB mentioned it would be a nice idea to organise an event for LEP staff and Board members to get together.	

Note: Date of Next Meeting - 28 September at 1.30 pm