

**DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD**
**TUESDAY 27 SEPTEMBER 2016**
**1.30 PM TO 4.00 PM AT BOURNEMOUTH UNIVERSITY, TALBOT CAMPUS**

Parking spaces will be reserved in the University Visitors Car Park

**AGENDA**

- |  |  |         |               |
|--|--|---------|---------------|
| 1.                                       | Apologies and declarations of interest   | 2 mins  | Gordon Page   |
| 2.                                       | Minutes of last meeting and matters arising, Forward Plan and Action Log   | 5 mins  | Gordon Page   |
| <b>3. FOR DISCUSSION AND/OR DECISION</b> |  |         |               |
| 3.1                                      | Housing Study  | 20 mins | Lin Cousins   |
| 3.2                                      | Enterprise Zone  | 20 mins | Lorna Carver  |
| 3.3                                      | Mineral and Waste Planning Update  | 10 mins | Lorna Carver  |
| <b>4. FOR INFORMATION</b>                |  |         |               |
| 4.1                                      | Budget   | 5 mins  | Lorna Carver  |
| 4.2                                      | Sub Group Updates: <ul style="list-style-type: none"> <li>▪ Connected Dorset</li> <li>▪ Employment and Skills Board</li> <li>▪ Growth Hub</li> <li>▪ Growing Places Fund</li> <li>▪ Inward Investment</li> <li>▪ Rural Enterprise Group</li> </ul> | 10 mins | Lorna Carver  |
| 4.3                                      | Director's Update  | 10 mins | Lorna Carver  |
| 4.4                                      | Combined Authority Update  | 10 mins | Robert Gould  |
| 4.5                                      | Communications Update  | 5 mins  | Katherine May |
| <b>5. PROGRAMME MANAGEMENT</b>           |  |         |               |
| 5.1                                      | Growth Deal Update   | 15 mins | Katherine May |
| <b>6. ANY OTHER BUSINESS</b>             |  |         |               |
| 6.1                                      | LEP Board Awayday  | 5 mins  | Lorna Carver  |
| 6.2                                      | Date of Next Meeting: 24 November<br>Venue: The Tank Museum, Bovington   |         |               |

**DORSET LOCAL ENTERPRISE PARTNERSHIP BOARD**

**MINUTES OF MEETING HELD ON**

**TUESDAY 27 SEPTEMBER 2016 FROM 1.30 PM TO 4.00 PM AT BOURNEMOUTH UNIVERSITY**

**Board Attendees:**

Alison Moore (AM)  
Andrea Smith (AS)  
Andrew Wickham (AW)  
Emma Hunt (EH)  
Gary Suttle (GSu)  
Geoffrey Smith (GS)  
Gordon Page (GP) - Chair  
Janet Walton (JMW)  
Jim Andrews (JA)  
Jim Stewart (JS)  
John Beesley (JB)  
John Sutcliffe (JSu)  
Nigel Evans (NE)  
Richard Smith (RS)  
Robert Gould (RG)  
Sara Uzzell (SU)

**Also Present:**

Andrew Flockhart (AF)  
Andy Smith (AS) (attending for Richard Bates)  
Bridget Downton (BD)  
Debbie Ward (DW)  
Kathryn Hill (KH)  
Katherine May (KM)  
Lorna Carver (LC)  
Tony Williams (TW)  
Yvonne Elsorougi - BIS (YE)

**Presenting:**

Lin Cousins - Three Dragons

**Apologies:**

James Weld (JW)  
Kim Slowe (KS)  
Rob Dunford (RD)

Item	Content	Who
1	<p><b>Apologies and Declaration of Interest</b></p> <p>Apologies received: James Weld, Kim Slowe and Rob Dunford</p> <p>Jim Stewart declared an interest in items 3.3 and 5.1.</p> <p><b>The Board welcomed Gary Suttle and confirmed they were happy to ask him to become a Director of the Dorset Local Enterprise Partnership CIC.</b></p>	
2	<p><b>Minutes of Last Meeting and Matters Arising</b></p> <p>The Minutes were agreed as an accurate reflection of the last meeting and the Action Log was reviewed.</p> <p>Matters Arising:</p> <p><b>Destination Management Organisation</b></p> <p>RS updated that the first meeting of the Dorset Tourism Association was taking place on Wednesday 28 September and they were in a good position to start and take things forward.</p>	
3.	<p><b>FOR DISCUSSION AND/OR DECISION</b></p>	
3.1	<p><b>Housing Study</b></p> <p>Lin Cousins of Three Dragons, on behalf of the wider project team, gave an introduction to the interim housing study work. She explained they were in the process of getting more feedback from employers.</p> <p>AS mentioned she thought it was important that as a LEP Board we collectively address what we want to influence with housing authorities and we need to establish key priorities of what we want to take forward.</p> <p>JSu informed that in North Dorset land owners are invited to put forward land that could be available for housing.</p> <p>JB said that problems are different area to area and town to town. There is land available that developers are not using.</p> <p>GP asked whether the report could include some suggestions as to where it might be appropriate for LEP and LA intervention.</p> <p><b>Action: LC to speak to Lin Cousins about enhancing the report based on DLEP Board feedback.</b></p>	<p><b>LC</b></p>
3.2	<p><b>Enterprise Zone (Commercial in Confidence)</b></p> <p>LC introduced the implementation plan funding request. The Board was asked to release funds to enable the implementation plan to be started which would be finalised by 31 March 2017.</p> <p><b>Action: All agreed they were happy to release the funds to enable the implementation plan to be completed subject to agreement with the collecting authority that this would be reimbursed.</b></p>	<p><b>All Agreed</b></p>

Item	Content	Who
3.	<b>FOR DISCUSSION AND/OR DECISION CONT'D</b>	
3.2	<p><b>Enterprise Zone Cont'd</b></p> <p>Having a local development order in place was also discussed. The Board agreed that it is necessary to have this in place as it is a good addition to the site and would make it easier for businesses moving in by providing more certainty and speed of process</p> <p>If the LEP were to fund it the question was asked about how the loan would be re-paid. LC confirmed this could be through the business rate retention from the businesses on the site. RS mentioned he would be less comfortable if core funding was used to fund this.</p> <p><b>Action: All agreed for LC to explore how best to get a local development order in place.</b></p> <p>BD explained that they have a lot of information they can provide to the Board.</p> <p><b>Action: LC to follow up with BD.</b></p> <p>LC then introduced the Acquisition of the Site paper. She explained a Red book appraisal had been commissioned but was not available until 14 October. The options proposed were all subject to a full business case and understanding the financial options from the accountable body. The Board was asked whether they wanted the LEP team to carry on gathering more information for the November Board meeting.</p> <p>A discussion took place over the purchase of the land. It was mentioned that due diligence must be completed. It was agreed that it would be better if the land was under public ownership. It was stated that the LEP have been awarded the Enterprise Zone status and we all need to make it work. The owner needs to be the right person and someone who wants to make the site a success for Dorset.</p> <p>AS explained that you have got to use some risk money to find out all the answers.</p> <p><b>Action: LC to see if there are examples of where other LEPs have acquired land.</b></p> <p><b>Action: LC to organise a meeting with Dorset County Council and Purbeck DC once the Red book appraisal had been completed.</b></p> <p>YE informed that Ministers were considering a commercial package of help in regards the Enterprise Zones.</p>	<p><b>All Agreed</b></p> <p><b>LC</b></p> <p><b>LC</b></p> <p><b>LC</b></p>
3.3	<p><b>Mineral and Waste Planning Update</b></p> <p>LC updated the Board on the proposed Waste site proposal near Bournemouth Airport. LC has raised the LEP's concerns with Dorset County Council's planning department, the land owner and developer.</p> <p>GSu fed back that Christchurch Council have said that no-one has consulted with them. JB expressed concern about this but RG confirmed there had been extensive consultation.</p>	

Item	Content	Who
<b>3.</b>	<b>FOR DISCUSSION AND/OR DECISION CONT'D</b>	
3.3	<p><b>Mineral and Waste Planning Update cont'd</b></p> <p>LC informed that MAG are pursuing their own issues separately. GP mentioned they were not sure what effects the proposed large tower will have on the airport.</p> <p>JSu expressed his support of the paper and the Board confirmed nothing further needed to happen.</p>	
<b>4.</b>	<b>FOR INFORMATION</b>	
4.1	<p><b>Budget (Confidential in Confidence - Board Only)</b></p> <p>The Budget was reviewed and discussed.</p> <p>RS suggested that a small working party of the Board be established with regard to the budget.</p> <p>GP suggested a Finance and General Purpose group could be set up for this and RS, GS and JA all volunteered to be part of it with LC.</p> <p><b>Action: LC to organise a Finance and General Purpose group meetings to take place the alternative month to the Board meeting.</b></p>	<b>LC</b>
4.2	<p><b>Sub Group Update</b></p> <p>LC advised from the next Board meeting an update can also be expected from Housing, Dorset Tourism Association and Enterprise Zone groups.</p> <p><b>Action: LC to speak to SU to discuss the work of the Dorset Growth Hub.</b></p> <p>JSu informed that he had joined the Inward Investment sub group and was very impressed with the amount of work the group does. He also mentioned the Kingston Maurward Agri-Tech Project and that the Growth Deal funding that the LEP provided them with was enormously helpful. The Agri-Tech report is now available on the Dorset LEP website, link:  <a href="http://dorsetlep.co.uk/invest-in-dorset/key-sectors/agri-tech,-food-and-drink/">http://dorsetlep.co.uk/invest-in-dorset/key-sectors/agri-tech,-food-and-drink/</a></p>	<b>LC</b>
4.3	<p><b>Director's Update</b></p> <p>LC gave an update on the highlights in her report. She mentioned Metro Dynamics were doing work on LEPs and GP asked if the report could be forwarded to the Board.</p> <p><b>Action: LC to forward Metro Dynamics report to the Board members.</b></p> <p>LC confirmed that all insurances are now in place.</p> <p>LC updated that there was some recruitment happening next month. The roles are: Communications Manager, Housing Policy Manager and Skills Policy Manager.</p> <p>LC updated on the cross LEP working and JB wanted to make LC aware of the Key Cities work, so there was no conflict with the LEP.</p> <p><b>Action: LC to follow up with JB regarding Key Cities.</b></p>	<b>LC</b>

Item	Content	Who
<b>4.</b>	<b>FOR INFORMATION</b>	
4.4	<p><b>Combined Authority Update</b></p> <p>AF gave an update on the Combined Authority. He explained they were working to resolve the technical questions asked by Government. He informed that he will be working with GSu and the LEP to work out how the Combined Authority and the LEP will work together.</p>	
4.5	<p><b>Communications Update</b></p> <p>KM gave an update on the website and the work that the Comms Intern, Laura Hentila, did whilst she was working with us.</p>	
<b>5.</b>	<b>PROGRAMME MANAGEMENT</b>	
5.1	<p><b>Programme Management Update (Commercial in Confidence - Board Only)</b></p> <p>KM gave an update on the Programme Management.</p> <p>KM informed that Bournemouth &amp; Poole College Engineering and Manufacturing launch event was planned for 12 October.</p> <p>LC informed that there was a national definition of 'jobs' and how we are delivering against these and other outcomes will be included in the Programme Management report from November.</p>	
<b>6.</b>	<b>ANY OTHER BUSINESS</b>	
6.1	<p><b>LEP Board Awayday</b></p> <p>The Board confirmed that they would like to find a date in January for the Board awayday.</p> <p><b>Action: KH to find a date in January for the Board awayday.</b></p> <p>AF and JMW left the meeting at this point.</p>	<b>KH</b>
6.2	<p><b>Blackmore Vale Business Awards</b></p> <p>AM mentioned that The White Hart at Sherbourne, winners of the Dorset LEP sponsored award, were delighted to win and wanted to pass on their thanks to the Board.</p>	
6.3	<p><b>Dorset Tourism Awards</b></p> <p>RS mentioned that the Dorset Tourism Awards were taking place on 13 October.</p>	
6.4	<p><b>Growth Deal 3</b></p> <p>RS asked whether there would be any news on Growth Deal 3 by the next Board meeting on 24 November and YE could not confirm.</p>	
6.5	<p><b>Defence Innovation Initiative</b></p> <p>YE informed that a Defence Innovation Initiative was going to be launched "Advantage through Innovation", which aims to drive defence innovation and harness the talents of academic and industry experts, especially SMEs, to create disruptive technologies.</p>	
6.6	<p>Date of Next Meeting: 24 November at 10.00 am Venue: The Tank Museum, Bovington</p>	