



Swindon & Wiltshire
LOCAL ENTERPRISE PARTNERSHIP

SWLEP Governance SWLEP Board Meeting 27 May 2021

Debby Skellern, Director of Strategy and Policy

- 4.1 SWLEP Limited membership
- 4.2 SWLEP governance structure review





4.1 SWLEP Limited Membership

- Active participation in SWLEP's Annual General Meeting
- Annual Growth Summit
- Potentially the independent scrutiny of the SWLEP's activities and involvement in subgroups
- Local business reference point and advocate





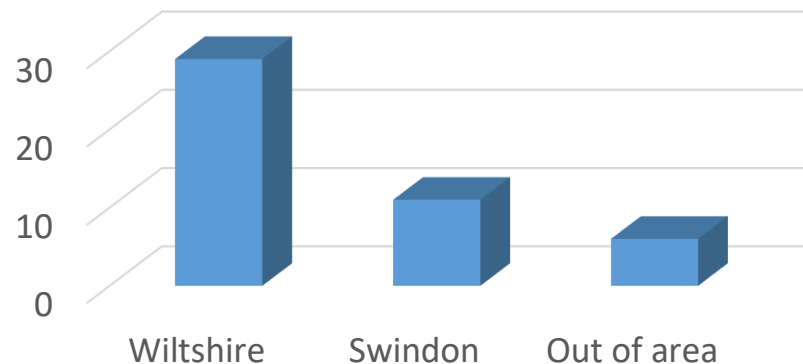
SWLEP Limited Membership campaign

- Article in the Business Exchange April/May edition
- SWLEP CRM direct email April. Repeat in October
- Online application form
- 46 applications received

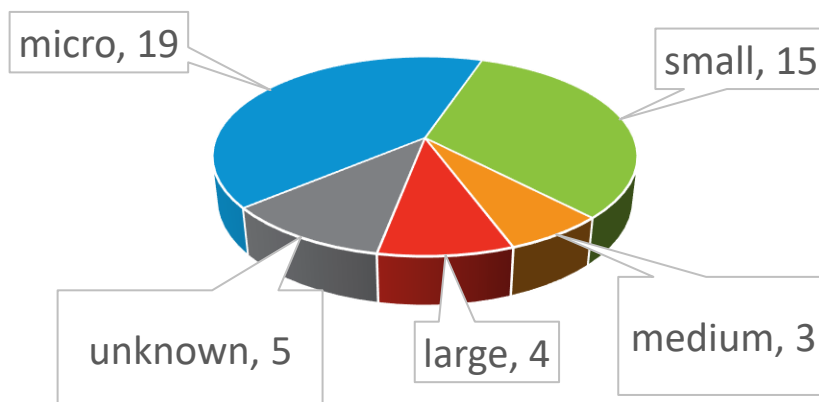
Membership application characteristics

Activity	Number
Services	34
Manufacturing	7
Transport	2
R&D	1
Energy	1
Community	1

Number by location



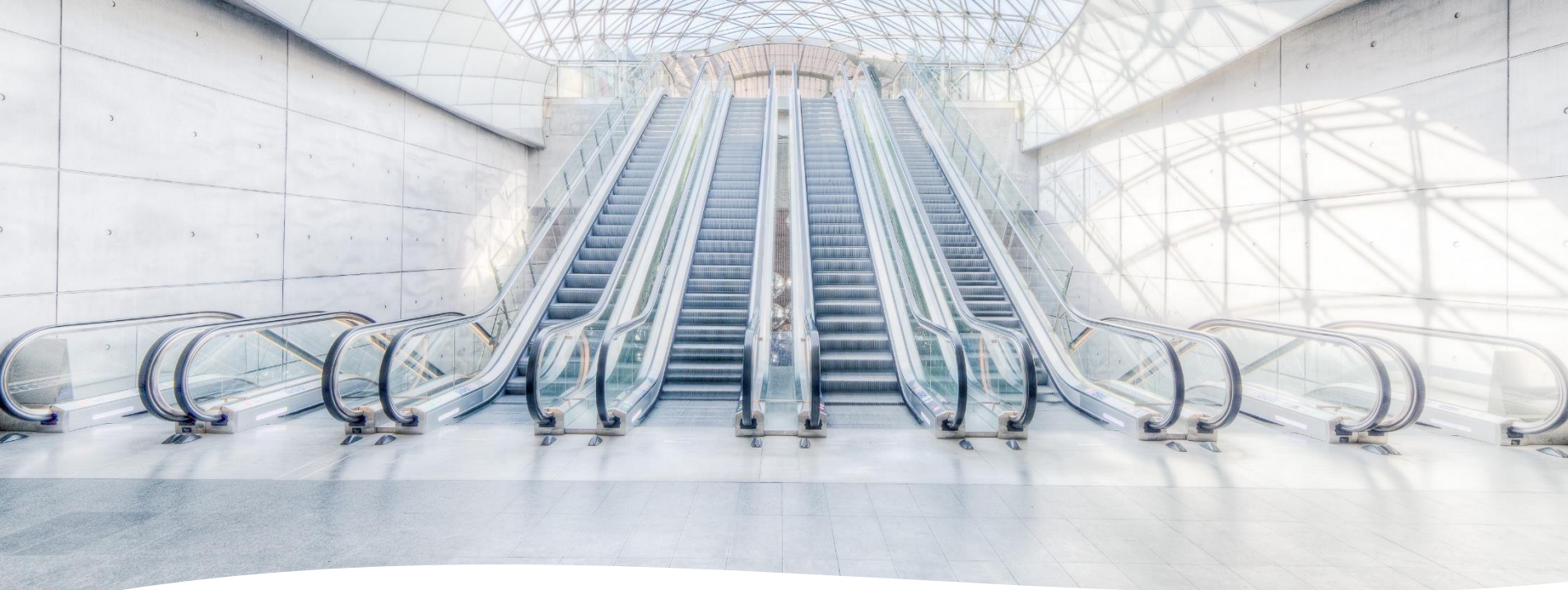
Number of business by employees



The Swindon and Wiltshire Local Enterprise Partnership Board is recommended to:

1. Approve the applications submitted to become a member of the Swindon and Wiltshire Local Enterprise Partnership Limited.

Ref: pages 16 and 17 of the Board pack

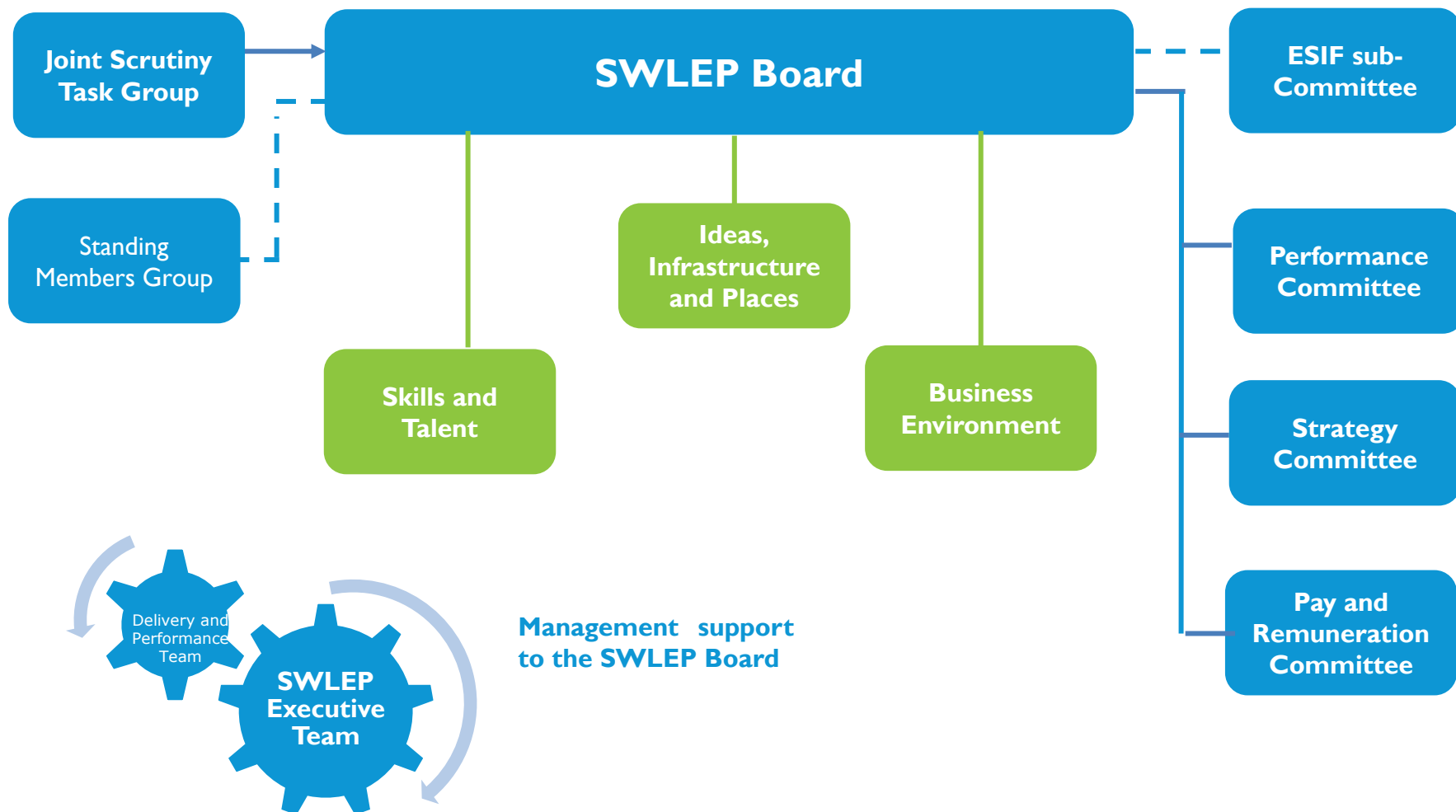


4.2 SWLEP governance structure review 2021

- Annual requirement to review governance arrangements
- The structure in 2020 was based on the expectation of a new large capital funding programme for LEPs
- Government review of LEPs
- Plan for Growth
- Changes in year can be made if required

SWLEP Governance Structure

December 2020



Proposed changes to the governance structure



Remove the Performance Committee

Remove the Strategy Committee

Extend the role of the Pay and Remuneration Committee to the Remuneration, Search and Audit Committee

Reconvene Governance Working Group

Reconvene the LIS Working Group

Search:

- advise on the search and appointment of Board Directors;
- Support the recruitment of the SWLEP CEO;
- Review the contribution of the CEO or Board Directors whose term of office is to expire and make recommendations on the reappointment in line with the Governance Framework; and
- Make recommendations concerning the induction, training and development needs of Board Directors.

Ref page 25 of Board pack

Finance and audit:

- Ensure the adequate control and maintenance of the company's assets
- Mitigate losses and suggest corrective actions when necessary in alignment with the company's long-term strategic goals
- Develop, maintain, and advise the Board on the company's reserves and ensure the SWLEP Limited allocates its reserves responsibly in line with this policy and its Articles of Association
- Consider the SWLEP's financial reports, management accounts and annual financial accounts and make recommendations to the Board
- Review the budget on an annual basis and monitor income and expenditure on a quarterly basis set within the context of a rolling five-year financial plan.

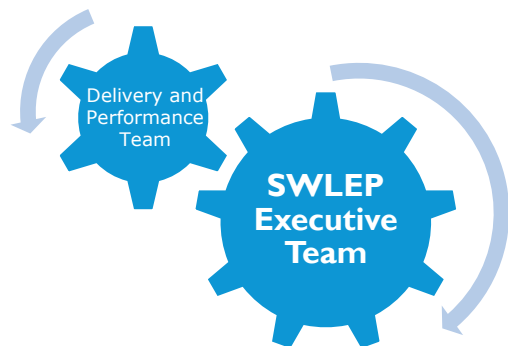
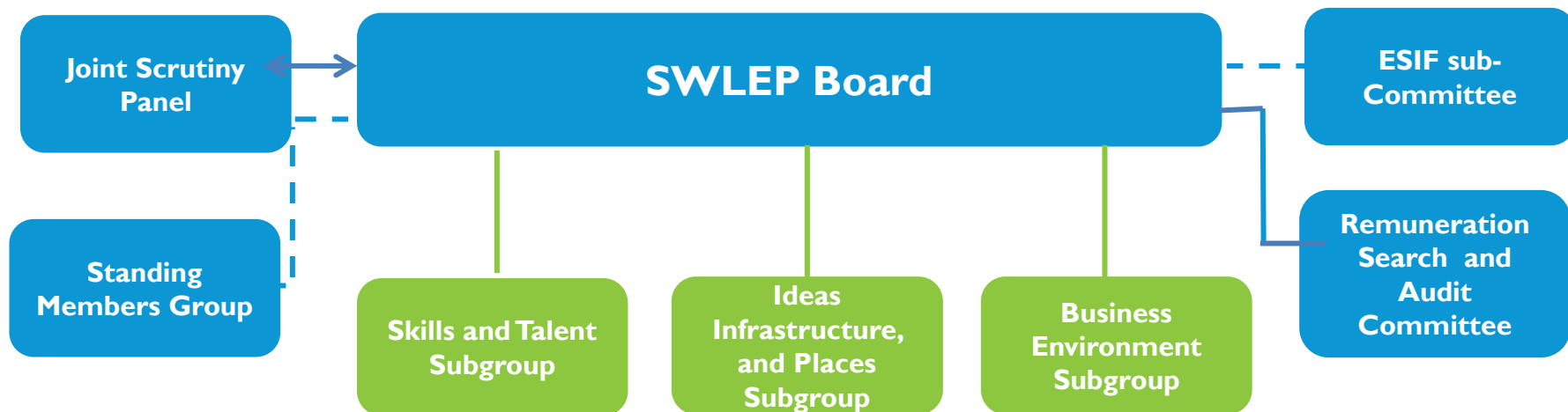
Ref pages 25-26 of the Board pack

Finance and audit continued:

- Ensure the adequate control and maintenance of the company's assets.
- Mitigate losses and suggest corrective actions when necessary in alignment with the company's long-term strategic goals.
- Develop, maintain, and advise the Board on the company's reserves and ensure the SWLEP Limited allocates its reserves responsibly in line with this policy and its Articles of Association.
- Consider the SWLEP's financial reports, management accounts and annual financial accounts and make recommendations to the Board.
- Review the budget on an annual basis and monitor income and expenditure on a quarterly basis set within the context of a rolling five-year financial plan.

SWLEP Governance Structure

Proposed May 2021

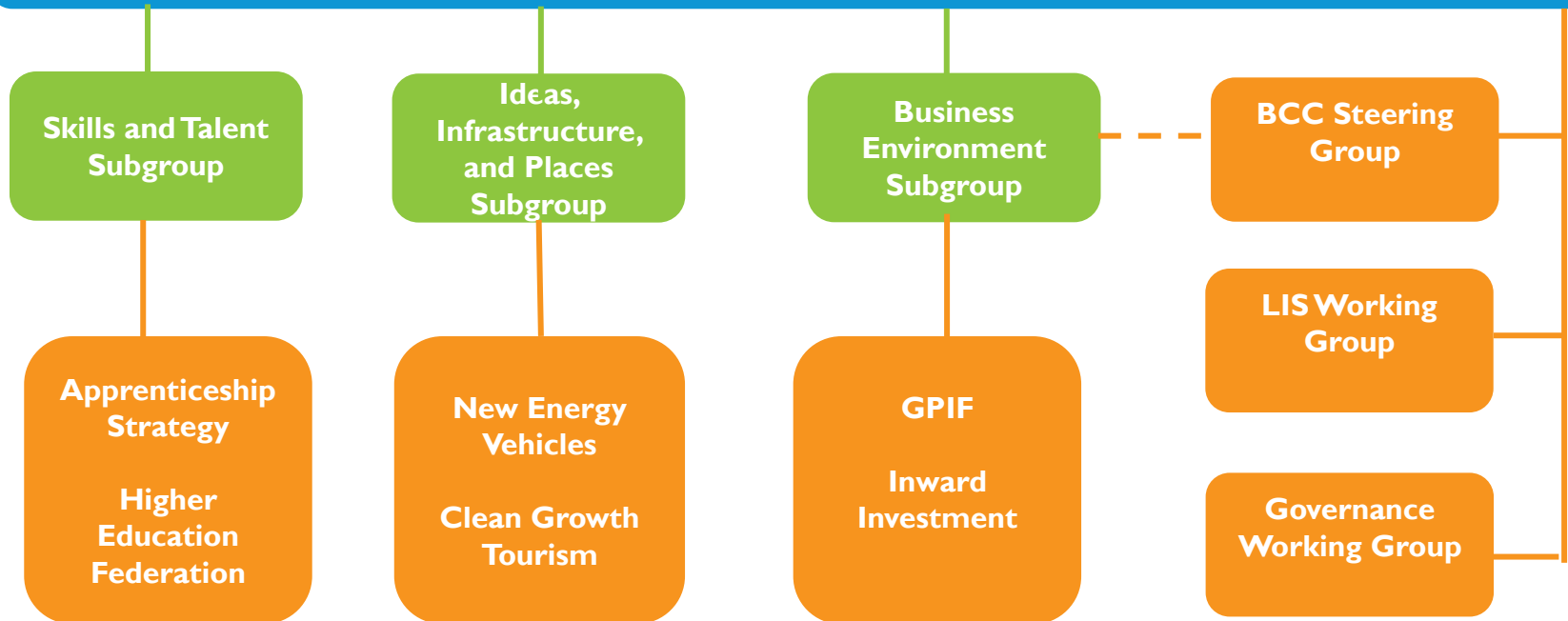


**Management support
to the SWLEP Board**



Working Groups and Engagement Groups May 2021

SWLEP Board



Engagement Groups: Business Intelligence and Networking Group and the Rural Economy Sector Group

The Swindon and Wiltshire Local Enterprise Partnership Board is recommended to:

1. approve the removal of the Performance Committee from the governance structure;
2. approve the removal of the Strategy Committee from the governance structure;
3. change the remit and name of the Remuneration Committee to the Audit, Remuneration and Search Committee and approve its revised Terms of Reference;
4. reconvene the Governance Working Group to oversee any amendments required in response to the Government's Review of LEPs;
5. reconvene the LIS Working Group in response to the Build Back Better Plan: Our Plan for Growth 2021; and
6. note that the Business Environment Subgroup and Ideas, Infrastructure and Places Subgroup have been mobilised with meetings planned in June.