

AGENDA

Public Board Meeting

Date: Thursday, 24 March 2022

Venue: Assembly Room, Town Hall, St John's Street, Devizes, SN10 1BN

Time: 10am – 11.30am Public Board Meeting

Membership		Attendance
Board Directors:	Paddy Bradley (PB) Mandy Clarke (MC) – Co-Deputy Chair Richard Clewer (RC) Doug Gale, MBE (DG) Andrew Gudgeon, OBE (AG) Paul Moorby, OBE (PJM) - Chair Carole Kitching (CK) Col Gary McDade (GMc) Alison North (AN) – Co-Deputy Chair David Renard (DR) Keeran Vetriko (KV) Pam Webb (PWe) Prof Ian White (IW) Suzanne Wigmore (SW)	✓ ✓ Apologies ✓ ✓ ✓ Apologies ✓ ✓ ✓ Apologies
Advisors to the Board:	Terence Herbert (TH) Susie Kemp (SK)	Apologies Apologies
Observers to the Board:	Cllr Laura Mayes (LM) Cllr Gary Sumner (GS)	✓ Representing Richard Clewer ✓
In Attendance:	Claire Alexander (CA) Richard Bell Rory Bowen (RB) Phil Clement (PC) Parvis Khansari (PK) Wiltshire Council Emily Manser (EM), representative from Cities & Local Growth Unit Tom Marshall (TM) Victoria Moloney (VM) Debby Skellern (DS) Leanne Sykes (LS)	✓ Apologies ✓ ✓ Tentative ✓ ✓ ✓ ✓
Guests:	Tim Burghes ✓ / Sarah Pearce ✓ - SWLEP Members of the Joint Scrutiny Panel Cllr Oladapo Ibitoye ✓, Swindon Borough Council Sandeep Roy – Innovate2Grow ✓ Observer	
Chairman:	Paul Moorby (PJM)	
Minutes:	Deborah House (DKH)	

10am		Start of Public meeting			
Item	Timing	Topic	Paper No.	Lead	
1.0	10am	Welcome / Apologies / Conflicts of Interest	Verbal	PJM	
2.1	10.05am	Review of Draft Minutes of public Board Meeting of 27 January 2022.	Paper 2.1	PJM	For approval
2.2		Matters Arising: <ul style="list-style-type: none"> • Appropriate paperwork to be forward to Col Gary McDade following his appointment to the Board. COMPLETED • colleague from Wiltshire Council to check on status of the claims for the Business Cyber Centre with the SI51 Officer. COMPLETED • Cities & Local Growth Unit representatives were requested to use their influence for ministerial attendance at the launch of the BCC. ONGOING 	Verbal	PJM	
3.0	10.05am	Submitted questions	Paper 3.0	PJM	
4.0	10.10am	Swindon and Wiltshire Local Economic Assessment	Presentation	DS / Hatch	For discussion
5.0	10.35am	Chief Executive's report	Paper 5.0	PB	For information
6.0	10.40am	Business Cyber Centre update	Paper 6.0	TM	For information
7.0	10.50am	Q1-Q4 2021-22 Budget Report	Paper 7.0	PB	For information
8.0	10.55am	Programme Status Report	Paper 8.0	CA	For information
9.0	11.00am	Subgroup updates <ul style="list-style-type: none"> • Skills and Talent • Business Environment • Ideas, Infrastructure and Place 	Verbal update	CK IW PW	For information
10.0	11.20am	Business Action Plan Q3	Paper 10.0	DS	For information
11.0	11.25am	AOB	Verbal	PJM	



Item	Timing	Topic	Paper No.	Lead	
		Date of next Board meeting: Thursday, 26 May 2022 9am Board Directors only 9.30am Public Board Meeting			
		Future Meeting dates for 2022 Thursday, 21 July 2022 Thursday, 29 September 2022 Thursday, 24 November 2022 All via video / telephone conference until further notice.		PJM	
	11.30am	Close of Part One of the meeting			
		Comfort Break			
		The public are excluded from this part of the meeting under the terms of the Swindon & Wiltshire Local Enterprise Partnership Assurance Framework Appendix C, which describes reasons for exclusion of access by the public to meetings and /or reports. In this case the matters discussed will include a disclosure of confidential information.			
	11.45am	Part Two of meeting – Directors only			
	12.30pm	End of meeting			
		Lunch			



Attending:	Board Directors: Paddy Bradley (PB) Mandy Clarke (MC) – Co-Deputy Chair Doug Gale MBE (DG) Andrew Gudgeon, OBE (AG) – joined 11am Carole Kitching (CK) Paul Moorby, OBE (PJM) – Chair Keeran Vetriko (KV) Pam Webb (PWe) Prof Ian White (IW) Suzanne Wigmore (SW)	Board Advisers: Susie Kemp (SK), Swindon Borough Council Observers: Cllr Gary Sumner – representing David Renard
Apologies:	Richard Clewer (RC) / Col Nev Holmes / Alison North (AN) - Co-Deputy Chair / David Renard (DR) - SWLEP Board Directors Sam Fox (SF) / Terence Herbert (TH) and Leanne Sykes (LS) - Wiltshire Council	
In attendance:	Claire Alexander (CA) / Tim Burghes (TB) / Phil Clement (PC) / Tom Marshall (TM) / Debby Skellern (DS) - SWLEP Rory Bowen (RB) / Alison Robinson (AR), representing Leanne Sykes - Wiltshire Council Anwen Jones (AJ) and Emily Manser – representatives from Cities & Local Growth Unit	
Guest(s):	Members of the SWLEP Joint Scrutiny Panel Cllr Junab Ali and Cllr Oladapo Ibitoye, Swindon Borough Council Member of the Joint Scrutiny Panel and of SWLEP Limited Andy Hogden, Chemring Member of SWLEP Limited Lee Hughes, YTKO Ltd Thomas Harrison – PA Consulting Sarah Pearce, Melody Thompson and Amy Wetherill - SWLEP Esther Gordon-Smith – National Highways Ltd Col Gary McDade – MoD Parsa Mohammadpour and Dr Maik Schneider – University of Bath	
Chair:	Paul Moorby (PJM)	
Minutes:	Deborah House (DKH)	
Location:	Via conference call	

Item	Narrative	Deadline
1.0	Welcome / Apologies / Conflicts of Interest / Board Appointment	
	<p>The meeting opened at 9.35am and the Chair welcomed attendees. Particular welcome was extended to members of the public who had joined the meeting, members of the SWLEP Joint Scrutiny Panel and members of SWLEP Ltd.</p> <p>Apologies were noted.</p>	



Item	Narrative	Deadline
	PJM reminded attendees of the Conflict of Interests policy and of standing items. IW advised of the University of Bath's involvement with the Swindon Carriageworks under iCAST and the partner working with the Business Cyber Centre at Item 6.0. No additional conflicts were declared.	
2.0	Review of minutes and matters arising	
2.1	The minutes of the Board Meeting held on 25 November 2021 were reviewed and approved.	
2.2	Matters Arising: <ul style="list-style-type: none"> work towards holding the March Board Meeting face-to-face. SWLEP's Annual General Meeting (AGM) would be held in conjunction with the Board Meeting on 24 March. The AGM allowed companies which were members to come to question the Board on its policies and procedures. Owing to Government policy, the AGM would have to be held as a face-to-face meeting unlike last year when there was a dispensation for it to be held virtually. 	
3.0	Submitted Questions	
	No submitted questions had been received for this agenda.	
4.0	Strategy update	
	Draft Green Hydrogen Plan DS spoke to the paper and updated the meeting on the status of the green hydrogen plan. SWLEP had started to mobilise some of the work from the Plan and would be in a position to take opportunities as funding came on stream. SWLEP had reached this point via all the work undertaken to draw up the Local Industrial Strategy (LIS) and there were three main areas of focus for the SWLEP. Stimulating the supply of green hydrogen <ul style="list-style-type: none"> ascertaining a range of locations where we could establish small-scale green hydrogen energy production looking across the SWLEP area and extending to a wider geography, using the links with LEs along the M4 and the Western Gateway into South Wales to form a hydrogen corridor the feasibility study on the placement of a green hydrogen Demonstrator at Wroughton would be published soon. This had been delayed owing to Christmas and consultants falling ill to COVID. Stimulating the demand for green hydrogen	



	<ul style="list-style-type: none"> to map potential users including bus and coach operators, logistics operators of HGVs with potential for aviation and rail. Green hydrogen seems to fit better with larger vehicles. Lots of partnership collaborations coming through with interest building. <p>Stimulating innovation activity and investment</p> <ul style="list-style-type: none"> Innovation competitions available. Focus targeted activity in engaging our communities and Universities. <p>The UK Hydrogen Strategy was recently published, so this would be the catalyst for public source of funds, but the question was raised as to where the market price for hydrogen would be, as this would impact on the feasibility of the programme. Another question was asked as to whether other LEP groupings were also looking into doing this work and was Research & Development being carried out elsewhere. Should SWLEP be tapping into this?</p> <p>In response, DS advised that large production of hydrogen was being investigated for district heating using blue, black or brown hydrogen and biomass as well, but SWLEP's USP was the production and use of green hydrogen. The Western Gateway Conference in March, which had a strong net-zero focus, would extend our knowledge and relationships. The Western Gateway had an ambition to be the leader in this technology with increasing interest from aircraft, developers and mechanics based out of Bristol airport,</p> <p>This project was not looking for immediate success, as green hydrogen would be seen as the version to use in future, as hydrogen made from fossil fuels would be subject to increasing taxation.</p> <p>DS was thanked for her enthusiasm and the clear presentation of the paper.</p> <p>The Swindon & Wiltshire Local Enterprise Board: APPROVED the draft Swindon and Wiltshire Green Hydrogen Plan; and NOTED the activity which is already underway.</p>	
5.0	Chief Executive's report	
	<p>PB spoke to the paper and advised the meeting of the following:</p> <p>Board Directorship</p> <ul style="list-style-type: none"> Col Nev Holmes had resigned as a SWLEP Director, as he had been promoted to Brigadier and was moving to a new role heading up the Cadet Force across the UK, based in Surrey; PB should like to pass on SWLEP's appreciation for his significant contribution during his tenure, particularly with his essential links to the development of the Business Cyber Centre and strong attendance at the Project Steering Group; and 	



- Col Gary McDade would take over as the Army Commander South West on 14 February.

The Chair recommended that SWLEP retain military personnel on the Board as the MOD had such a strong presence in the area and put the appointment of Col Gary McDade to the Director vote.

Decision: the Directors approved the appointment of Col Gary McDade to the SWLEP Board.

Action: appropriate paperwork to be forwarded for completion.

- Six Directors were coming to the end of their three-year tenure, but this could be extended for a further three years should they wish to stay on the SWLEP Board;
- the appointments and / or resignations would be advised at the Board Meeting in July, so Directors were to let the Chair know of their intentions.
- SWLEP was committed to achieving a 50:50 male/female representation on the Board and was also very keen to hear from parts of the community which were under-represented.
- The Board would welcome applications and Directors were requested to promote amongst their networks.

Plan for Growth

The draft Plan for Growth document was not available for this meeting because there was too much uncertainty about the future role of LEPs. It was hoped that the publication of the Levelling Up White Paper would make this role clearer. Until then, it had been decided not to go out to public consultation with the Plan for Growth.

The Business Action Plan would be submitted to the March Board.

Annual Performance Review with BEIS

- All LEPS had a process of review with BEIS, which included a formal Annual Performance Review and a less formal mid-year conversation.
- 10 February was the date set for the formal annual performance review with BEIS colleagues, which was also to be joined by a colleague from the Local Growth Assurance Team as part of the moderation process
- This would be a focussed discussion as to whether SWLEP had met Government requirements on governance, strategy and delivery.
- Directors would be informed as soon as the results of the review were known. SWLEP had received positive outcomes from previous Reviews.

The Swindon & Wiltshire Local Enterprise Partnership Board:
OFFERED its appreciation to Colonel Nev Holmes who is stepping down as a director; and
NOTED the following:



	<ul style="list-style-type: none"> • six directors reach the end of their three-year tenure in July 2022; • the delay in consulting on a draft Plan for Growth until there was clarity on the role of LEPs and the policy of levelling-up the country; and • the arrangements in place for the SWLEP's annual performance review undertaken by BEIS. 	
6.0	Natural Capital PhD project – six-monthly update	
	<p>PM presented to the meeting on the progress of the Natural Capital PhD project since the last up-date given at the July Board Meeting. The presentation can be accessed by using the following the link.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/board-meetings/2022/27-jan-2022/swlep-board-presentation-parsa.pdf?sfvrsn=cec89672_6</p> <p>PM provided a summary of why the information from the Ph.D project was of value to the SWLEP:</p> <ul style="list-style-type: none"> • it was vital for understanding the potential environmental impact of policy options and making evidence-based decisions; • Natural Capital and environmental safeguarding underpinned sustainable local economic growth; and • measuring it can help us understand the local contribution to the Government's Green agenda. <p>PM provided a provisional estimate of the value of the natural capital in our area (£9.6bn in 2019) and the main contributory features.</p> <p>The Board recognised that this study could be taken into account when making investment decisions, as we could gauge the impact on the natural environment due to a particular development. In addition, the study had great potential which could be shared with other LEPs and passed up to BEIS. It was research that would be very influential.</p> <p>PM was thanked for his presentation and the Board looked forward to his next update in six-months' time.</p>	



7.0	Business Cyber Centre	
	<p>TM spoke to the paper and updated the meeting on the progress of the Business Cyber Centre and wanted to add his personal thanks to Col Holmes for his contribution to the progress of the project.</p> <p>The presentation can be accessed by following the link below.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/board-meetings/2022/27-jan-2022/202260127---bcc---board-update.pdf?sfvrsn=b9f6a86d_4</p> <p>This was a presentation in the public session of the Board to update Directors on the spend of the £3.7m public money from the Government's Getting Building Fund. This fund was focussed on capital projects in an effort to create jobs in response to the COVID pandemic. As this was a public session, no commercially sensitive information would be shared.</p> <p>Mobilisation</p> <p>To date the BCC had contracted with 17 suppliers. The BCC had tried to procure goods and services with local businesses wherever possible and there was a significant number within Swindon and Wiltshire, or further afield in the Southwest.</p> <p>UKC3 had received £700,000 from DCMS to establish cyber clusters throughout the UK to represent businesses in their regions focussing on skills and innovation. The SWLEP's Business Cyber Centre had now received recognition and funding from UKC3 to establish the Swindon & Wiltshire Cyber Cluster.</p> <p>Recruitment</p> <p>Two additional staff were now recruited to the Business Cyber Centre:</p> <ul style="list-style-type: none">• one Assistant Manager to oversee the operation of the building; and• one Project Manager responsible for the Cyber Network Cluster and provide additional co-ordination support to events management. <p>Budget</p> <p>TM outlined the spend of the £3.7m funds and most was now spent or contracted. PB advised the meeting that SWLEP was paying out from its account on spend to date with three claims having been submitted to Wiltshire Council as the SWLEP's Accountable Body. The SWLEP was now in a position where these funds were needed and stressed the need for Wiltshire Council to process these claims swiftly.</p> <p>Launch</p>	



	<p>The work on the building will be completed during April 2022 and a launch event was being planned for 10 May to include representatives from Government, and relevant sector interests and key stakeholders.</p> <p>The messaging was to be more than just about the building launch, but also about the exciting services the BCC could offer to SMEs nationally and why this was needed. Although the number of tenants was not discussed in the public forum owing to commercial sensitivity, a private briefing was offered to Directors.</p> <p>TM showed the meeting a series of photographs demonstrating the progress made and the vision for the end product.</p> <p>Action: colleague from Wiltshire Council to check on status of the claims with the SI51 Officer.</p> <p>Action: BEIS representatives were requested to use their influence for ministerial attendance.</p> <p>The Swindon & Wiltshire Local Enterprise Partnership Board: NOTED the contents of this report and the progress made to date; and APPROVED the date of Tuesday, 10 May for the launch event for the BCC.</p>	
8.0	Q1-Q3 2021-22 Budget Report	
	<p>PB spoke to the paper and advised the board on the status of the Q1-Q3 2021-22 Budget. SWLEP was currently constraining expenditure because of the uncertainty about LEP review.</p> <p>It had been a “Lumpy year” in that there were occasions when more monies were going out than coming in, for example, in claims to Wiltshire Council for the Business Cyber Centre. See Item 7.0 above. And the SWLEP core funding had been late arriving.</p> <p>However, despite this, SWLEP was in a strong position financially.</p> <p>The Swindon & Wiltshire Local Enterprise Partnership Board: NOTED the Q1-Q3 2021-22 Budget Report.</p>	
9.0	Programme Status report	
	<p>CA spoke to the paper. The slides can be accessed via the following link.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/board-meetings/2022/27-jan-2022/swlep-jan-2022-board-slides-ca.pdf?sfvrsn=a930b563_4</p> <p>Comments made were:</p>	



	<ul style="list-style-type: none"> Swindon Carriageworks was the only project at RAG rating AmberRed. This project had been severely affected by the pandemic within the supply chain. As the Carriageworks was a Grade I listed building, there were limited suppliers to the necessary specifications. Alternative suppliers had to be sourced to alleviate some of the delays. SWLEP was looking at a Capital swap, which was a technical accounting process. BEIS had recently advised that this now needed to be dealt with in Q3, so this was an amendment to the paper issued; the Porton Science Park continued to progress; and upon completion of projects and in-line with HMG guidance on LGF and GBF capital projects, work is underway to organise a ministerial visit to one or more of the projects completed along the M4 in Swindon. <p>The Swindon & Wiltshire Local Enterprise Partnership Board: NOTED the contents of the paper.</p>	
10.0	Subgroup updates	
	<p>Updates from the Subgroups were given and the link to the presentation can be found below.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/board-meetings/2022/27-jan-2022/subgroup-updates-27012022.pdf?sfvrsn=fe2925eb_4</p> <p>Skills & Talent Subgroup (Slides 2-4) CK was the Chair of this Subgroup, and she updated the meeting on the subjects discussed. There was a presentation on the latest Labour Market Intelligence (LMI) for the area, and a lively debate on the theme of the Green economy. PB had been tasked with producing a summary report of the meeting for further discussions regarding future activity to be agreed.</p> <p>Business Environment Subgroup (Slides 5-7) The Chair for this Subgroup was AN. In her absence PB and IW updated the meeting on the subjects discussed which included the monitoring of the Business Cyber Centre progress and the Growth Hub activity.</p> <p>Ideas, Infrastructure and Place Subgroup (Slides 8-10) SW was the Chair of this Subgroup, and she updated the meeting on the subjects discussed which included the progress of Corsham and Devizes rail stations and the hydrogen strategy.</p>	
11.0	Business Action Plan Q3	
	<p>DS spoke to the paper and explained that some activity was on hold because of the impact of the pandemic, not the right time, a lack of staff resources or funding had not been released yet. However, really good progress had been made across the Quarter in other areas. SWLEP would continue its path to sustainability and was grateful to both Local Authorities providing staff time for match-funding etc.</p>	



	The Swindon & Wiltshire Local Enterprise Partnership Board: NOTED the progress made during Quarter 3 of the financial year 2021-22.	
12.0	Growing Places Infrastructure Fund (GPIF)	
	<p>PC spoke to the paper and outlined the number of loans issued and the wide variety of businesses involved, linking to the Local Industrial Strategy and the emerging Plan for Growth. Since 2016, the programme had loaned out £12.86m to 17 projects, which had led to:</p> <ul style="list-style-type: none"> • 815 jobs new jobs either created or forecast to be created; • over 250,000 sq ft of new commercial floorspace; • £13m of additional funds leveraged from applicant firm's own funds; • £17.5m of other private funds leveraged; and • £11.8m of additional funds from other public sector sources. <p>There were two businesses in the pipeline of current applications which were undergoing due diligence.</p> <p>SWLEP was less risk adverse than banks and was able to accommodate companies with a shorter trading history or even pre-revenue. SWLEP was looking at future opportunity for growth in the economy, rather than past performance history. Many of the enquiries came from conversations companies were having with the Business Navigator team within the Growth Hub regarding specific queries on skills or finance etc. We work very closely as a wider team and the client company benefits from the totality of the service.</p> <p>Outside Government funding, the interest generated from GPIF loans would be the largest source of income until such time as the Business Cyber Centre came on stream. This year, interest payments from the fund amount to £330,000 and this would increase next year; on average this was between £150,000 - £450,000 per year. As SWLEP was a not-for-profit company, the monies were reinvested to grow the economy of Swindon and Wiltshire.</p> <p>The Swindon & Wiltshire Local Enterprise Partnership Board: NOTED the added value created by the GPIF Funds and how they support the SWLEP's strategic priorities.</p>	
13.0	AOB	
	None.	
	Date of next meeting	
	Thursday, 24 March 2022 – location to be advised	
	Directors to meet at 9am	



	Annual General Meeting at 9.30am start of the public meeting at 10am.	
	Future Meetings Thursday, 26 May 2022 Thursday, 21 July 2022 Thursday, 29 September 2022 Thursday, 24 November 2022 Meetings will be held via video/teleconference unless otherwise advised.	
	The meeting closed at 11.30am	

Draft



Intentionally left blank – questions received from members of the public will be circulated ahead of the meeting.



Local Economic Assessment Presentation

Report Security Level:	Confidential <input type="checkbox"/>	Restricted <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>
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Meeting & Date:	SWLEP Board Meeting – Thursday, 24 March 2022		
Subject:	Chief Executive's Report		
Attachments:	None		
Author:	Paddy Bradley	Total no of sheets:	5

Papers are provided for:	Approval <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>
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1. Purpose

- 1.1. The report enables Board Directors to view a range of issues in one paper, raising items for approval, discussion or noting.

2. Summary

- 2.1. Directors' attention is drawn to two key points:
 - 2.1.1. Forewarning of a report to come to the May Board meeting into the feasibility of hydrogen generation at the Science Museum's Wroughton site; and
 - 2.1.2. The summary of key impact data about SWLEP performance achieved through the deployment of Government funding.

3. Recommendations

- 3.1. The Swindon & Wiltshire Local Enterprise Partnership Board is asked to:
 - 3.1.1. note the contents of the report.

4. Detail

Feasibility study into hydrogen generation at the Science Museum's Wroughton site

- 4.1. The SWLEP secured funding through the South-West Energy Hub to carry out a feasibility study into the prospect of hydrogen generation at the Wroughton Airfield. The Board has received several presentations and reports about the SWLEP's engagement with the Science Museum and in particular, the Wroughton site. The site features in our Local Industrial Strategy as a potential location for a number of demonstrators and commercial projects.
- 4.2. Debby Skellern has overseen our involvement in this work, and we are now in the process of agreeing the final draft of the feasibility study and beginning to plan our next steps. It is proposed that the Board receives a report at its meeting in May 2022 on the feasibility study which will identify the next steps which will contribute to the priorities of the Green Hydrogen action plan agreed by the Board at its meeting in January 2022.



Adjournment debate at Westminster Hall on the Status of LEPs – 16 March 2022

4.3. There was a Westminster Hall debate on the Status of Local Enterprise Partnerships on Wednesday, 16 March at 4.30pm to 5.30pm. The debate was secured by Sally-Ann Hart MP (Hastings and Rye). On behalf of the SWLEP, Paul and I wrote to our local MPs asking them to attend the debate and share their support for the Swindon & Wiltshire LEP. Two of the MPs would not be allowed to take part in the debate as they are Ministers of the Government. In the invitation, we summarised key features of our impact delivered on the back of Government funding.

Business Support

4.4. During 2021 we:

- 4.4.1. provided, at no cost to the companies, up to three hours support to 2,301 businesses, between 3-12 hours support to 980 businesses and more than 12 hours support to 198 businesses;
- 4.4.2. created a webinar series which attracted 3,200 registered attendees to our live broadcasts, in addition to 1,600 views of our OnDemand service;
- 4.4.3. held 1,126 meetings with businesses (online, phone and in person);
- 4.4.4. received contact from 3,071 businesses previously not known to us; and
- 4.4.5. we hold 20,641 contact details from the 29,000 businesses registered in Swindon and Wiltshire and obtained through direct contact.

Capital programmes

4.5. From 2015 to 2022 we have performance-managed the on-time delivery of:

- 4.5.1. 28 projects at a total cost of £308.4m, utilising £179m Government funding and leveraging a further £129.4m from other private and public sources; and
- 4.5.2. to date, these projects have created 16,575 jobs, completed 11,300 housing units and opened up 44, 856 sqm of commercial floorspace.

Other activity

- 4.6. We manage the Careers Hub through a contract with the Careers Enterprise Company. The Hub brings education and business together in a systematic programme for young people from the age of 11 to 19 (25 for SEND learners). We are in the top five most highly rated Careers Hubs in the country.
- 4.7. We operate a loan fund for businesses in Swindon and Wiltshire. Since 2016, we have loaned £12.86m to 17 projects covering 15 businesses. These loans have produced:
 - 4.7.1. 815 jobs;
 - 4.7.2. 23,226 sqm of new commercial floorspace;
 - 4.7.3. £13m of additional funds leveraged from applicant firm's own funds;
 - 4.7.4. £17.5m of other private funds; and
 - 4.7.5. £11.8m of additional funds from other public sector sources.
- 4.8. The SWLEP has played a major part in the successful Town Fund project in Swindon, resulting in amongst the best performance in the country in terms of on-time delivery of



robust business cases for six projects releasing £19.5m from the Government for their delivery.

- 4.9. The SWLEP is an active convener of groups to tackle our local issues, including our Business Intelligence Network and Rural Economy Steering Groups bringing together all major organisations and businesses.
- 4.10. The SWLEP has provided support across the entire Swindon and Wiltshire area and is well-placed to contribute actively to the Salisbury, Trowbridge and Chippenham Place Partnerships.

5. Appendix I - Exemptions to the National Local Growth Assurance Framework 2021-22

Provision in the NLGAF	NLGAF (<i>version 2021</i>) Reference	Exemption
1. Appointment Process for Board Members and Chairs	“The LEP should outline, or refer to, its appointment process for Board Members (public and private sector), Chairs and Deputy Chairs within the Local Assurance Framework. As part of this they should ensure that they advertise opportunities for private sector leaders to become a LEP Chair or private sector Board Member when vacancies emerge. They should advertise openly, on a variety of platforms to ensure that people across the business community have an opportunity to apply and consider the diversity requirements outlined in this Framework...” Paragraph 75-77	New Exemption 2021: we acknowledge the ongoing government-led review into the role of LEPs. Therefore, there may be circumstances where the board opts to extend or temporarily appoint board members/chairs without needing to proceed to a full recruitment, on the basis a full and open recruitment is conducted after these exceptional circumstances cease. In such circumstances, the LEP must notify the Area Lead, copying in localgrowthassurance@communities.gov.uk and providing clear justification for the decision. Any extensions should be within the current financial year only.
2. LEP Board composition – Chair and Deputy Chair’s term	“To support the Chair in their role, all LEPs should appoint a Deputy Chair. The LEP should have a defined term limit of three years for the Chair and Deputy Chair, with an optional extension of three years. There is an option to extend for a further three years in exceptional circumstances if approved by the Board”. Paragraph 133	New Exemption 2021: we acknowledge the ongoing government-led review into the role of LEPs. We hold that these are exceptional circumstances. Therefore, the board may wish to extend a Chair or Deputy Chair beyond normal term. In such circumstances the LEP must notify the Area Lead, copying in localgrowthassurance@communities.gov.uk for consent to extend the term.
3. LEP Board composition – private sector	“The LEP Board must contain representatives from different parts of the community. In addition, at least two-thirds of the Board must be representatives from the private sector as defined by the National Accounts Sector Classification”. Paragraph 125	New Exemption 2021: we acknowledge the ongoing government-led review into the role of LEPs, and this may affect board composition. Therefore, there may be circumstances where the private sector composition is temporarily non-compliant. Should the board composition drop below two-thirds private sector representation, the LEP must notify the Area Lead, copying in

Provision in the NLGAF	NLGAF (<i>version 2021</i>) Reference	Exemption
4. LEP Board composition – gender	“The diversity statement should include a commitment to ensure at least one third of members of LEP Boards are women, with an expectation of equal representation by the beginning of 2023.” Paragraph 79.	<p>localgrowthassurance@communities.gov.uk, and providing clear explanation of why representation cannot be maintained.</p> <p>New Exemption 2021: we acknowledge the ongoing government-led review into the role of LEPs, and this may affect board composition. Therefore, There may be circumstances where the gender composition is temporarily non-compliant. Should the board composition drop below one-third female representation, the LEP must notify the Area Lead, copying in localgrowthassurance@communities.gov.uk and providing clear explanation of why representation cannot be maintained.</p>



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Security Level:	Confidential <input type="checkbox"/>	Restricted <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>
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Meeting & Date:	SWLEP Board Meeting – Thursday, 24 March 2022		
Subject:	Business Cyber Centre Mobilisation Update		
Attachments:			
Author:	Tom Marshall	Total no of sheets:	4

Papers are provided for:	Approval <input type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Information <input type="checkbox"/>
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1. Purpose

This report has been produced to provide an update on:

- 1.1. defrayment of £3.7m of Getting Building Fund monies
- 1.2. development of the Swindon & Wiltshire Cyber Cluster
- 1.3. progress of the BCC Launch event in May 2022.

2. Summary

- 2.1. SWLEP has been invoiced and paid out £1,839,849.07 for mobilisation and refurbishment of the Business Cyber Centre (BCC) as of the date of this paper. To date, SWLEP has applied for repayment of £1,554,400.00 from the Accountable Body, Wiltshire Council, which has now been received. Grant claims continue on a regular basis to support our cash flow position.
- 2.2. Due to delays in 2021, refurbishment works will continue into April 2022. As such, there are discussions underway with the Section 151 Officer of the Accountable Body to enable the SWLEP to be forward funded. The SWLEP operates on a SME budget and so does not have the capacity in its cash flow to absorb upcoming bills of around £1m. There is the precedent of other capital projects being forward funded. This issue is also referred to in the Programme Status Report also on this agenda.
- 2.3. The Swindon & Wiltshire Cyber Cluster has a new website and has a date of 24 May 2022 for its first event. Brea Woods starts in her new role as Project Manager – Cyber Networks on 1 April 2022.
- 2.4. Invitations have been sent for the BCC launch to an initial 90 handpicked guests, with 16 acceptances and 11 apologies to date. More invitations are to be sent to invite wider business interests. The event will include a tour of the building, speeches and unveiling



of a plaque, with buffet lunch.

3. Recommendations

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

- 3.1. note the progress to date and in particular the need to have forward funding secured to maintain a reasonable cash flow.

4. Detail

- 4.1. SWLEP was awarded £3.7m from the Getting Building Fund to capital refurbish commercial premises to be home to the Business Cyber Centre. The refurbishment of the Business Cyber Centre is nearing its close, with multiple contractors and trades, including decorators, mechanical and electrical contractors, joiners, security specialists and audio/visual suppliers, working weekdays and weekends to maintain programme. As such, the profile of spend has increased to reflect the sharp increase in activity. Table 4.1 shows the spend as of the date of this paper.

Area	Total
Stage 1 Works (Strip Out)	£117,226.51
Stage 2 Works (Fit Out)	£1,018,163.89
Furniture	£84,702.40
Soundproofing & Internal Fittings	£40,318.00
AV	£18,574.50
Technology	£0.00
Brand & Digital	£91,461.22
Professional Fees - External	£303,586.55
SWLEP Programme Management	£165,816.00
Client Contingency	£1,860,150.93
Total	£1,839,849.07

Table 4.1: GBF spend at date of paper



- 4.2. SWLEP submits claims to Wiltshire Council as the Accountable Body against the £3.7m GBF grant to fund the capital refurbishment of the BCC. Table 4.2 shows the value of claims made, and amount received from Wiltshire Council as of the date of this paper.

Claim Date	Claim No	Value	Remitted
Dec-21	1	£300,000.00	£740,000.00
Dec-21	2	£220,000.00	
Dec-21	3	£220,000.00	
Jan-22	4	£261,535.17	
Feb-22	5	£253,890.67	
Feb-22	6	£298,981.73	
Mar-22	7	£285,441.50	£814,400.00
Total		£1,839,849.07	£1,554,400.00

Table 4.2: GBF claimed and received at date of paper

- 4.3. Conditions of the Getting Building Fund specified that all monies were to be defrayed by 31 March 2022. Following delays in 2021, such as with signing of the lease, the timeframe for mobilisation of contractors and commencement of refurbishment works has been extremely tight, magnified by global supply chain issues. As such, it is fact that there will be goods and services supplied by contractors after 31 March 2022. We are ensuring we receive invoices for work completed on a fortnightly basis in order to maximise the spend before 31 March. However, we are facing strong pressure on our cash flow with claims outstanding for £285,441.50 and with bills coming in for close to £1m. As an SME, we do not have the capacity in our budget to absorb these levels of expenditure without income. We are in discussion with the Section 151 Officer to forward fund our BCC programme in the same way as has happened previously in the cases of projects run by Wiltshire College and University Centre and Salisbury City Council which faced similar cash flow issues.
- 4.4. The works to be completed after 31 March 2022 include decoration, final installation of ceiling and flooring, delivery of furniture and final mechanical and electrical commissioning works, including data connections.
- 4.5. SWLEP adopted the West of England Cyber Cluster in early 2020, after the outbreak of the Coronavirus pandemic, with approximately 200 members. Whilst maintaining a target of relaunching the Cluster alongside the BCC in early 2022, the UK Cyber Cluster Collaboration (UKC3) group was established by DCMS to coordinate clusters nationally. A process for recognition was established by UKC3 to ratify each cluster, and to allow

for application for grants from a £700,000 fund. During this time, two clusters whose areas sat within the original West of England area (Bristol & Bath, South West Cyber Cluster), applied for recognition by UKC3, and were approved. Due to this SWLEP, as part of its recognition application, revised the area to Swindon & Wiltshire. As such the Swindon & Wiltshire Cyber Cluster (SWCC) will start smaller compared to when it was adopted, and with a lower membership base.

- 4.6. Brea Woods, who has been managing the Peer Networks programme through The Growth Hub, has successfully applied for the role of Project Manager – Cyber Networks, and will start on 1 April 2022. The role will include the development of the Cluster, coordinating events and speakers, as well as establishing a Steering Group to ensure content and delivery is suited to the members' needs.
- 4.7. The SWCC's new website launched in early March 2022 and can be found [here](#), and the first event will take place on 24 May 2022 at the BCC. SWCC successfully applied for a grant of c.£45,000 to re-establish the cluster, which will contribute towards staffing, events, and marketing.
- 4.8. The BCC launch event, approved at the January meeting, is taking place on 10 May 2022 between 10am-1pm. Invites have been sent to 90 handpicked guests, with more to follow. To date we have had 16 acceptances and 11 apologies. Local press will be invited to cover the event.
- 4.9. The launch will include a guided tour of the BCC in groups, along with a demonstration of the capabilities of the building including audio/visual. Following the tour and demonstration, there will be speeches, unveiling of a plaque and then a lunch for attendees.

5. Other relevant documents

- 5.1. Swindon & Wiltshire Cyber Cluster – www.swcybercluster.co.uk



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Meeting & Date:	SWLEP Board Meeting – Thursday, 24 March 2022		
Subject:	Q1-Q4 2021-22 Budget Report		
Attachments:			
Author:	Paddy Bradley	Total no of sheets:	3

Papers are provided for:	Approval <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>
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1. Purpose

- 1.1. To provide the Board with the detail of incomes, costs and operating margins for Q1-Q4 (up to 11 March) in the financial year 2021-22.

2. Summary

- 2.1. This paper provides a summary position of the actual income and cost profile of the SWLEP's revenue budget for the first three quarters of the 2021-22 financial year plus the period up to 11 March in Q4. In addition, there is a summary profile of the capital and revenue position of our Growing Places Infrastructure Fund (GPIF) budget.
- 2.2. Turnover is much higher in 2021-22 than in previous years due to the inclusion of £3.7m from the Getting Building Fund to enable the SWLEP to establish the Business Cyber Centre in Chippenham.
- 2.3. Salary costs continue to be below forecast due to recent staff departures previously reported to the Board. We have added to our usual sources of income through the management of a Kickstart placement programme and consultancy on data analysis, policy and governance. Interest from the GPIF loan programme continues to be an important source of income, generating over £334,000 in 2021-22 and a minimum of £516,000 in 2022-23.
- 2.4. Our overall position remains strong and our position in 2022-23 is eased by the staffing costs covered by our EU-funded SME Competitiveness programme.

3. Recommendations

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

- 3.1. note the Q1-Q4 2021-22 Budget Report.

4. Detail

Income, expenditure and net margins

Swindon and Wiltshire Local Enterprise Partnership Ltd
 Q1 to 11 March 2022

Account	Apr-Jun 2021	Jul-Sep 2021	Oct-Dec 2021	Jan-Mar 2022 (predicted)	Year to date
Turnover					
Interest Income	69,508.64	132,974.68	0.00	131,586.71	334,070.03
Other Revenue	620,927.81	1,321,394.02	675,013.52	1,997,631.84	4,614,967.19
Sales	0.00	0.00	14,100.00	65,924.28	80,024.28
SWLEP Conference & Expo	0.00	7,800.00	2,000.00	0.00	9,800.00
Total Turnover	690,436.45	1,462,168.70	691,113.52	2,195,142.83	5,038,861.50

- 4.1. Turnover in 2021-22 is greater than in previous years due to the receipt of £3.7m from the Getting Building Fund to build out the Business Cyber Centre.

- 4.2. The interest income derives from the GPIF loan fund. Further detail on the status of the fund is provided later in the report. The Sales income is made up of fees generated to date from the operation of our Kickstart programme and other consultancy activities.

Administrative Costs	Apr-Jun 2021	Jul-Sep 2021	Oct-Dec 2021	Jan-Mar 2022 (predicted)	Year to date
Advertising & Marketing	27,815.34	20,934.30	28,639.80	14,669.27	90,961.34
Audit & Accountancy fees	11,643.60	8,172.20	4,947.40	3,667.60	27,080.80
Bank Fees	265.95	232.36	244.85	236.30	899.66
Business Intelligence	4,550.00	3,150.00	1,400.00	0.00	9,100.00
Building development	0.00	0.00	235,856.91	1,199,563.47	1,435,420.38
Cleaning	0.00	0.00	0.00	96.00	6.00
Consulting	54,880.00	90,516.60	65,361.66	58,862.00	258,220.26
Employers National Insurance	17,540.54	23,199.63	22,876.42	21,274.07	78,005.40
Entertainment-100% business	0.00	635.95	642.45	0.00	1,278.40
General Expenses	510.21	1,606.86	17,304.03	7,708.76	27,129.86
HR Support	958.75	260.00	2,353.75	10,116.25	11,688.75
Insurance	0.00	11,094.76	7,396.36	0.00	18,491.12
IT Software and Consumables	14,914.26	16,393.96	18,239.34	37,633.34	81,182.05
Legal Expenses	7,467.50	4,616.00	20,820.80	6,145.37	39,049.67
Light, Power, Heating	0.00	0.00	0.00	1,135.76	1,135.76
Pensions Costs	23,727.36	18,092.65	17,125.45	16,566.88	70,010.59
Postage, Freight & Courier	47.78	95.84	9.21	3.85	156.68
Printing & Stationery	0.00	168.63	1,376.58	0.00	1,545.21
Professional Fees	0.00	1,200.00	432.00	3,010.00	3,682.00
Rates	0.00	0.00	66,145.10	0.00	66,145.10
Recruitment	3,939.90	3,849.79	1,328.16	2,741.75	11,859.60
Rent	4,520.00	6,780.00	14,666.93	58,740.20	84,707.13
Repairs & Maintenance	0.00	0.00	110.00	0.00	110.00

Administrative Costs	Apr-Jun 2021	Jul-Sep 2021	Oct-Dec 2021	Jan-Mar 2022 (predicted)	Year to date
Salaries	219,508.68	221,156.34	216,608.25	201,121.39	793,338.98
Service Delivery	302,449.91	219,244.29	208,943.45	230,590.34	915,938.42
Staff Training	139.20	49.98	0.00	2,894.19	1,568.57
Subscriptions	9,247.39	6,450.99	10,850.70	648.00	26,981.08
SWLEP Conference and Expo	0.00	0.00	7,069.00	0.00	7,069.00
Telephone & Internet	1,239.04	2,576.01	2,142.91	1,344.09	7,015.85
Travel - International	0.00	0.00	1,720.98	0.00	1,720.98
Travel - National	233.65	56.65	345.34	41.40	677.04
Total Administrative Costs	705,599.06	660,533.79	974,957.83	1,878,810.28	4,072,175.68
Operating margin	(15,162.61)	801,634.91	(283,844.31)	316,332.55	966,685.82

- 4.3. We estimate a lower than forecast salary cost due to staff departures during the year. Service delivery relates to Growth Hub programmes for which we are grant funded in arrears. The Consulting cost of £258,220.26 to date are fees incurred as we have designed and then managed the delivery of the BCC programme.
- 4.4. Our overall operating margin leaves us in a strong financial position as we await the decision of the government about the future role of the LEP, its associated funding and for what period of time. We are also helped in 2022-23 as we continue to run our EU-funded SME Competitiveness programme which covers the costs of a number of our employees. We have a range of transactions in late 2021-22 which will be paid in the 2022-23 financial year. These amount to a net gain of £167,926.55
- 4.5. Between now and the end of the financial year, we will see much budget activity as we balance income and expenditure on the BCC project, generate further income through the Kickstart programme and finalise transactions for existing government-funded programmes. The current estimated net margin is 19.2% of the draft annual turnover. It is a reasonable estimate at this stage, but we will be working to different figures as we work through March, albeit not materially significant, and will be able to present a full end of year set of management accounts at the May board meeting.

Growing Places Infrastructure Fund

- 4.6. Currently we hold £4.75m in capital to loan out to businesses. This will be reduced by the end of the financial year as we hold applications for loans of close to £2m. We expect capital repayments of £2.18m during 2022-23.
- 4.7. We have received £334,070 annual interest income for 2021-22 and without any new loans in 2022-23, the interest is scheduled to rise to £516,094. These figures emphasise how important the GPIF loan fund is to our overall income, whilst also providing an essential line of financial support for growing businesses in Swindon and Wiltshire.
- 4.8. We start 2022-23 with a further £463,796 in capital available to invest in development projects aligned to our priorities. This is in addition to our GPIF loan account and our core revenue account.



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Meeting & Date:	SWLEP Board Meeting – Thursday, 24 March 2022		
Subject:	Programme Status Report		
Attachments:	None		
Author:	Claire Alexander	Total no of sheets: (inc cover sheet)	7

Papers are provided for:	Approval <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>
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1. Purpose

- 1.1 Highlight reports are presented to the SWLEP Board to communicate the status of live projects and to demonstrate that projects are being managed in line with the LEP Assurance Framework. The highlight reports produced for each capital project have been reviewed and approved by the Delivery & Performance Team. Please note that financial information provided is at Q3 (December 2021).

2. Summary

- 2.1 There are 22 live projects as summarised below.

Green	Amber Green	Amber Red	Red
16	2	2	0

3. Getting Building Fund (GBF)

- 3.1 As previously reported, and recently approved by the I51 Officer as part of the Q3 reporting submission, under the Freedom and Flexibilities permitted within the grant funding, a capital swap will be made at the end of the financial year and funding window for the Carriage Works. This project has significantly been impacted by COVID-19, ranging from construction time delays associated with sickness/workforce absence and construction industry supply chain issues including sourcing of specialist listed building materials. This project is now due to complete in the autumn.
- 3.2 SWLEP is working with the I51 Officer Team at the Accountable Body to arrange an advance payment to support its cashflow during an intense period of contractor payments for work on the Business Cyber Centre. This approach is consistent with that of other Board approved capital schemes and is subject to the approval of the I51 Officer.

Getting Building Fund (GBF)

Project Ref	Project Name	Lead	Project Cost (£'m)	GBF Grant (£'m)	Previous	Current	Notes
LEP/GBF/GD 404	Carriage Works (Swindon)	SBC	7.0	4.0	AR	AR	This project has been impacted by COVID-19 and Brexit issues and is now due to complete November 2022.
LEP/GBF/GD 403	Porton Collaborative Innovation Centre	WC	10.25	2.0	G	G	Much progress has been made during the period with all modular units on site. This project remains on track to complete July 2022 and the GBF funding has been fully drawn down.
LEP/GBF/GD 401	Business Cyber Centre	SWLEP	4.2	3.7	AG	G	Refurbishment works are nearing completion and the focus is now on installation of furniture, AV, and other operational equipment to support a series of launch events and visits during May 2022.

Skills & Enterprise Projects

Project Ref	Project Name	Lead	Previous	Current	Notes
LEP/GEN/00 I/CEC	Enterprise Advisor Network & Careers Hub	WC & SBC	G	G	Continued progress has been made during the period.

LEP/GEN/002/GH	Growth Hub	SWLEP	G	G	It has recently been confirmed that the Peer Networks Programme will not extend into 2022/23 and the Project Manager has been redeployed into other programmes.
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Growing Places Infrastructure Fund (GPIF)					
Project Ref	Project Name	Lead	Previous	Current	Notes
LEP/GPIF/003/RT	Recycling Technologies	SWLEP	AG	AG	£1,035,433 loan in place with repayment to SWLEP by December 2021. Business has requested a delay to repayment schedule.
LEP/GPIF/004/OW	Our Wilton	SWLEP	AG	AG	£1,250,000 loan in place with repayment to SWLEP by December 2021. There is a repayment risk associated with planning permission of resident flats above the extended training/innovation centre (yet to be built) and this is being monitored.
LEP/GPIF/005/PRP	PRP Optoelectronics	SWLEP	G	G	£1,140,000 loan in place with repayment to SWLEP by December 2023.
LEP/GPIF/006/FL	Four Legs Are Better Than Two	SWLEP	G	G	£150,000 loan in place with repayment to SWLEP by January 2024.
LEP/GPIF/007/AE	Autoguide Equipment	SWLEP	G	G	£150,000 loan in place with repayment to SWLEP by December 2024.

LEP/GPIF/008 /ABS	Advanced Biofuel Solutions Ltd	SWLEP	AG	G	£1,250,000 loan in place with repayment to SWLEP by December 2024.
LEP/GPIF/009 /PP	Potts Partnership	SWLEP	G	G	£276,500.00 loan in place with repayment to SWLEP by June 2024.
LEP/GPIF/010 /CP	Clinical Partners Ltd	SWLEP	G	G	£250,000 loan in place with repayment to SWLEP by June 2024.
LEP/GPIF/011 /CI	Connected ID	SWLEP	G	G	£150,000 loan in place with repayment to SWLEP by October 2023.
LEP/GPIF/012 /BF	The Black Farmer Ltd	SWLEP	G	G	£156,340 loan in place with repayment to SWLEP by April 2026.
LEP/GPIF/013 /PP2	Potts Partnership (2 nd Loan)	SWLEP	G	G	£472,000 loan in place with repayment to SWLEP by August 2026.
LEP/GPIF/014 /SPL	Simpson-Partners Ltd	SWLEP	G	G	£354,450 loan in place with repayment to SWLEP by September 2025.
LEP/GPIF/015 /NEG	Nationwide Engineering Group Ltd	SWLEP	G	G	£2,000,000 loan in place with repayment to SWLEP by October 2026.
LEP/GPIF/016 /CP2	Clinical Partners (2 nd Loan)	SWLEP	G	G	£1,050,000 loan in place with repayment to SWLEP by December 2025.
LEP/GPIF/017 /SL	Seamach Ltd	SWLEP	G	G	£150,000 loan in place with repayment to SWLEP by September 2026.

Transport – Retained Schemes (DfT)

Project Ref	Project Name	Lead	Project Cost (£'m)	LGF Grant (£'m)	Previous	Current	Notes
LGF/1516/003/EV (v)	New Eastern Villages - White Hart Junction	SBC	30.12	28.20	AG	AG	Further progress has been made during the period with works to noise barrier, safety fence and street lighting to be completed during the next period.
LGF/1516/003/EV (iv)	New Eastern Villages - Southern Connector Road	SBC	30.57	11.60	AG	AR	Construction completion has been delayed due to ecology and archaeology and acceleration methods are currently being evaluated.



Key

Project Status

	Red	Amber Red	Amber Green	Green
	R	AR	AG	G

See below for RAG rating methodology.

Milestones

BLUE – complete, **GREEN** - on track, **AMBER** - at risk, **RED** – will be late/is late.

RAG Rating

		Impact			
		1 (Low)	2	3	4 (High)
	4 (Likely)				
	3				
	2				
	1 (Unlikely)				

The RAG reporting is based on the composite elements of probability and impact (see chart to the left) and splits into the following categories:

- **GREEN:** Project considered being on track, to time, quality, and cost.
- **AMBER, GREEN:** Project considered at risk of minor to medium impacts on time, scope and/or cost – requires small mitigating action.
- **AMBER, RED:** Project considered at risk of medium to major impacts on time, scope and/or cost – requires mitigating action.
- **RED:** Project considered at serious risk of significant impact on time, scope and/or cost. Immediate mitigating action required.

RAG Scoring

RAG rating	Cost	Scope	Time
	All funding for overall scheme has been secured and is available to spend as required.	Deliverables and project scope remain unaltered.	Minor project slippage may be present but total project delivery remains on track. <30 days total slippage.
	Extra funding is required for overall project and is expected to be secured shortly (within 1 month).	Project is experiencing or is expected to experience small changes to scope and outputs delivered.	Project is experiencing or is expected to experience slippage. >30 days but <90days total project slippage
	Extra funding is required for overall project. A funding plan is in place and applications have been made but there is a risk of an unsuccessful bid.	Project is experiencing or is expected to experience major changes to scope and outputs delivered.	Project is experiencing major slippage and is due to deliver the project outputs and outcomes late. >90 days slippage but <six months total project slippage.
	Extra funding is required for overall project. No funding plan is in place or applications made in order to address funding gap.	Project is experiencing or is expected to experience significant change to scope and outputs delivered.	Project is suffering significant and major delays to delivery. >six months total project slippage.

Principles of Overall Project RAG Status

The 'lowest' rating against any of the three areas of Cost, Scope or Time will be used for the overall project.



Subgroup updates:

- **Skills and Talent**
- **Business Environment**
- **Ideas, Infrastructure and Place**

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Meeting & Date:	SWLEP Board meeting - Thursday, 24 March 2022		
Subject:	Business Action Plan Q4 update Jan-11 March 2022		
Attachments:	Appendix 1: Q4 Business Action Plan performance report		
Author:	Debby Skellern	Total no of sheets:	28

Papers are provided for:	Approval <input type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input checked="" type="checkbox"/>
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1. Purpose

- 1.1. This paper updates the SWLEP Board on activity undertaken to mobilise Local Industrial Strategy priorities between January 2022 to 11 March 2022 (the cut-off date to enable collation and reporting).

2. Summary

- 2.1. This paper presents a summary update on activity covered by SWLEP's three subgroups. The report shows that 17 areas of Local Industrial Strategy have been mobilised or delivered, in addition there are four areas which remain 'proposed' for future action, subject to funding.

Complete	Green	Amber Green	Amber Red	Red	Proposed
2	11	3	1	0	4

- 2.2. Activity does not include programme performance information but a brief update has been included where it is available. Item 8 on the Board agenda presents summary programme information.

3. Recommendations

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

- 3.1. note the progress made during Quarter 4 of the financial year 2021-22.

4. Appendices

Appendix 1: Business Action Plan Q4 Performance Report January-11 March 2022

Appendix I: Q4 2021-22 Business Action Plan update
Mobilising the Local Industrial Strategy: activity summary January 2022-11 March 2022
Table I: Programme output targets 2021-2022

Key Performance Indicators	2021-22 Target	Apr-Sept 2021	Oct-Dec 2021	Jan-11 Mar 2022 cumulative
Capital programme: Getting Building Fund				
Construction Jobs of which:	235			
BCC	40	-	20	40
Porton	75	tbc	tbc	tbc
Carriage Works	120	93	-	93
Commercial and innovation space occupied of which	7,255sqm	Under construction/refurbishment		
BCC	1,950 sqm			
Porton Innovation Centre	3,575 sqm			
Carriage Works	1,730 sqm			
Growing Places Infrastructure Fund (loans)				
GPIF loans awarded	5	4	2	tbc
Value of loans awarded	£4m	£2.7m	£1.2m	tbc
Authorised transfer from LGF	£4.75m	£3.5m	n.a.	n.a.
Revenue programme: Growth Hub				
Number of businesses receiving light support	1,600	732	908	1,200
Number of businesses receiving medium support (3+hours)	300	413	612	770
Number of businesses receiving intensive (12+ hours)	200	46	83	155
Growth Hub Community membership reaches	2,500	1,939	2,060	2,150
Peer Networks established	10	1	1	3
Peer Networks: businesses supported	110	10	10	35
Export webinars delivered by DIT programme across South West	24	49	43	53
Number of schools and college engaged with by the Careers Hub	63	63	63	63
Revenue programme: Inward Investment				
Inward investment jobs created over the 3 year programme	360	35	196	239
Inward investment projects secured over the 3 year programme	10	8	22	17

Table 1: RAG Scoring: for LIS mobilisation, cost, scope and time consideration may not all apply until funding is secured.

RAG rating	Cost	Scope	Time
	All funding for overall scheme has been secured and is available to spend as required.	Deliverables and project scope remain unaltered.	Minor project slippage may be present but total project delivery remains on track. <30 days total slippage.
	Extra funding is required for overall project and is expected to be secured shortly (within one month).	Project is experiencing or is expected to experience small changes to scope and outputs delivered.	Project is experiencing or is expected to experience slippage. >30 days but <90days total project slippage.
	Extra funding is required for overall project. A funding plan is in place and applications have been made but there is a risk of an unsuccessful bid.	Project is experiencing or is expected to experience major changes to scope and outputs delivered.	Project is experiencing major slippage and is due to deliver the project outputs and outcomes late. >90 days slippage but <six Months total project slippage.
	Extra funding is required for overall project. No funding plan is in place or applications made in order to address funding gap.	Project is experiencing or is expected to experience significant change to scope and outputs delivered.	Project is suffering significant and major delays to delivery. >Six months total project slippage.

Key	SP: Strategic Priority	RAG:	Proposed/ Not started	Green	Amber-Green	Amber-Red	Red	Complete
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Oversight: **BE:** Business Environment Subgroup, **IIP:** Ideas, Infrastructure and Places Subgroup, **S&T:** Skills and Talent Subgroup

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
Ideas Foundation					
SPI IIP	Life sciences at Porton Summary 31 March 2021	The SWLEP Board awarded GBF funding for the second phase of development at the Porton Science Park which sees the delivery of a Collaborative Innovation Centre with a completion date of 31 March 2022.	Getting Building Fund £2m	Active	G
	Q1 Apr-June 2021	Programme on course for GBF funding to be spent by 31 March 2022.			G
	Q2 July-September 2021	Programme on course with GBF element to be spent prior to 31 March 2022. Works have commenced on site and additional funding due to increase in costs associated with Brexit/COVID been secured.			G
	Q3 Oct-Dec 2021	Please see Programme Summary Board report			G
	Q4 Jan-Mar 2022	Work continues with construction on site. In addition, work has been undertaken in quarter by Wiltshire Council working with SETsquared and Oxentia to develop the business support offer and commence workshop promotion. For further details please see Board Programme Status Report. This project remains on track to complete by July 2022.			G
	Economic impact: innovation				

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
SP2 IIP	High-value manufacturing and advanced engineering innovation and R&D Summary March 2021	Continued participation in the Honda Taskforce. Funding awarded for an energy study and a transport study for the site. Honda employee support delivered through the Growth Hub SME Competitiveness Programme.	SWLEP LGF	Active	G
	Q1 Apr-June 2021	In April, Panattoni announced that it has purchased the 370-acre Honda site in Swindon with a handover of the site proposed in Spring 2022.			G
	Q2 July-September 2021	The energy study is no longer required and funding will be returned to SWLEP.	SWLEP LGF		Complete
	Q3 Oct-Dec 2021	The Honda Taskforce completed its work with a lessons-learned report. The programme has proven to be a very successful example of partnership working. As part of the legacy, the SWLEP and Swindon Borough Council have signed a funding agreement to release £200,000 for the transport study required to support the future development of the site.		C	
	Q4 Jan-Mar 2022	Complete, no further update			
	Economic impact: recovery and renewal				

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
SP3 IIP	Multidisciplinary Research Centre for Sustainable Technologies Summary March 2021	The SWLEP Board awarded: development funding to the Innovation Centre for the Circular Economy with a completion date for the OBC of 31 March 2021. Also see SP8: Carriage Works	SWLEP	Active	G
	Q1 Apr-June 2021	Outline Business Case in development. In May, the Board approved £6,000 towards an investment prospectus. SWLEP sits on steering group with a focus on identifying funding.			
	Q2 July-September 2021	The ICCE Steering Group continue to identify potential funding opportunities to progress this project and dialogue with private sector investors have commenced.	None	Funded activity complete	C
	Q3 Oct-Dec 2021	Work has continued to support the ICCE Steering Group to progress this project and identify a suitable location.			
	Q4 Jan-Mar 2022	Alternative locations explored in Swindon in addition to Wroughton. ICCE Ltd continues to meet and work on a future location.			
Environmental impact: low carbon, sustainable growth agenda					

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
SP4 IIP	Research and innovation opportunities at the Science Museum Summary March 2021	Funding secured from the South West Energy Hub for a feasibility study for Hydrogen Energy generation on the site.	South West Energy Hub	Active	G
	Q1 Apr-June 2021	The legal agreement for the delivery the feasibility study has been agreed.			G
	Q2 July-September 2021	Request for quote issued to undertake the feasibility work for small scale green hydrogen production. Contract awarded to Kiwa working with Pannell Hayes.			G
	Q3 Oct-Dec 2021	The commission commenced with a two-day workshop held on 17 and 18 November. The technical study is underway to understand the energy generation capacity of the site. Staff sickness absence at the consultants over the Christmas holidays caused a delay in the production of the work and the final draft of the report has been pushed back.			AG
	Q4 Jan-Mar 2022	Work on the feasibility study has continued; completion due March '22			AG
Environmental impact: low carbon, sustainable growth agenda					

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
n.a. IIP	Swindon and Wiltshire Inward Investment Programme Summary March 2021	Work in collaboration with the DIT, Swindon Borough Council and Wiltshire Council to attract new inward investment projects to the area. Relationships with 'warm' projects continue to develop, but the pandemic has precluded site visits. The Porton Science Park and the NCC site at Wroughton have been identified as key sites and the Business Cyber Centre is regarded as a strategic opportunity new investment in Swindon and Wiltshire.	ERDF, SWLEP SBC Wiltshire Council	Active	G
	Q1 Apr-June 2021	Six non-ERDF funded project successes were reported last financial year and one ERDF funded project, creating or safeguarding 250 jobs. A further ERDF funded inward investment win was recorded this quarter, creating at least six new jobs. Two international webinars have been undertaken. The first with South Korean companies interested in 5G expansion in the UK, in partnership with the British Chamber of Commerce in Seoul. The second with US companies in bio defence, in partnership with the US Biotechnology Innovation Organisation and Public Health England and Dstl at Porton.			G
	Q2 July-September 2021	Three project wins have been recorded, with one new company setting up a new facility and two the result of acquisitions from overseas-owned companies. These have resulted in 17 new jobs being created.			G
	Q3 Oct-Dec 2021	The programme delivery was due to finish on 31 December 2021 with a final reporting period through to February 2022. The completion date is now 25 February 2022 with final reporting completed in the months thereafter.			G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q4 Jan-Mar 2022	Final reporting on the three-year EU funded joint inward investment programme has been completed during the quarter. The programme has achieved its target to secure two projects from outside of the EU having secured Photonica from the US and Good Talent from Nigeria. These investments will result in 60 new jobs being created against a target of 10. A range of marketing materials has been produced as a legacy of the programme alongside a dedicated website: www.investinswindonandwiltshire.com . Additional non-EU inward investment activity has resulted in a further 42 projects having been secured over the three year period, creating a further 591 jobs bringing the totals to 44 projects and 651 jobs.		Active	G
	Economic impact: innovation				
n.a. IIP	Growing Places Infrastructure Fund (GPIF) Summary March 2021	Growing Places Infrastructure Fund continues to offer loans to local businesses looking to expand their operations. Since 2017, ten loans with a value of nearly £7m have been awarded securing a further £9.7m of additional investment.	GPIF fund	Active	G
	Q1 Apr-June 2021	Since April one further loan of £156,340 has been made. A further two loans of £2m and £1.5m, were agreed by the Board for which formal loan agreements are being drawn up. The July Board includes a paper recommending approval for three loans totalling £2,576,450.			G
	Q2 July-September 2021	Four new loan awards were offered in this quarter, totalling £2,726,450. Two of the loans have been issued, totalling £826,450 with two further loans agreements to be agreed.			G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q3 Oct-Dec 2021	Please see Programme Summary Board report. NB of the 15 active loans 12 are rated Green and three are Amber Green. Two loans were approved during the quarter totalling £1.2m.		Active	G
	Q4 Jan-Mar 2022	Four loan applications with a combined value of £2.05m were tabled at the March Board. Of the 15 active loans, 14 are rated Green and one is Amber-Green.			G
	Economic impact: recovery and renewal				
	People Foundation				
SP5 S&T	Business-led Federation Higher Education Providers Summary March 2021	The Institute of Technology (IoT) opens to students in September 2021. Offering new technical education pathways with a view to raising aspirations for young people and retraining opportunities for those in or out of work.	External	Active	G
	Q1 Apr-June 2021	SWLEP has supported the IoT with data and analysis to help progress its bidding work.			G
	Q2 July-September 2021	Contact has been made with the University of Bath regarding a workshop to understand the skills needed for a thriving local hydrogen economy			G
	Q3 Oct-Dec 2021	Major focus on skills and jobs for a Green Economy, run through the Skills and Talent Subgroup and cyber skills development run through the Business Cyber Centre.			G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q4 Jan-Mar 2022	Close co-operation with The Institute of Coding on accessing cyber training under the banner of the DfE's funded Digital Bootcamps.		Active	G
	Social and economic impacts: raising aspirations				
S&T	Skills and Talent Summary March 2021	<p>Local Skills Plan produced and published in March 2021. Work on the Apprenticeship Strategy 2021-2026 commenced. Evidence base strengthened through the Skills Plan, Skills Report, monthly labour market reports and data dashboard.</p> <p>The Careers Hub continues to operate and is one of the best performing in the country.</p> <p>Dedicated Skills Adviser embedded within the Growth Hub offering advice as well as acting as the Kickstart intermediary.</p>	<p>DfE</p> <p>DfE</p> <p>BEIS/ DWP</p>	Active	G
	Q1 Apr-June 2021	<p>Memorandum of Understanding agreed with the Department of Education for 2021-22 SAP funding. Work continues to develop the Apprenticeship Strategy.</p> <p>Three Kickstarters joined SWLEP in April. Apr-Jun figures will be reported in Q2.</p> <p>The Careers Hub continues to work with 63 schools and colleges to help raise the career aspirations of young people.</p>	<p>DfE</p> <p>DWP</p> <p>DfE</p>	<p>Active</p> <p>Active</p> <p>Active</p>	<p>G</p> <p></p> <p>AG</p>

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q2 July-September 2021	Apprenticeship Working Group established to develop the Apprenticeship Strategy to 2025. The focus will be to increase the number of businesses with apprentices through a targeted promotional campaign, primarily aimed at businesses, but with initiatives also aimed at potential apprentices and providers.	DfE	Active	G
		Through the Growth Hub skills support provision, SWLEP is a Gateway organisation and has successfully filled 65 Kickstart placements to date.	DWP	Active	G
		Continued progress has been made during the period.	DfE	Active	G
	Q3 Oct-Dec 2021	The Skills Report has been written and approved by the Skills and Talent Subgroup. Once the design work has been completed, it will be submitted to the Department for Education.	DfE	Active	G
		80 Kickstarters were placed with local companies by the end of December.	DWP	Active	G
		Careers Hub: Continued progress has been made during the period.	DfE	Active	G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q4 Jan-Mar 2022	The Skills Report was completed and submitted to DfE following design work in January 2022. Labour Market Intelligence continues to be produced on a monthly basis and shared with the Skills and Talent Subgroup and BING. The Skills and Talent Subgroup meeting in January focussed on Green Skills.	DfE	Active	G
		103 Kickstarters were placed in local companies by the end of March 2022.	DWP	Active	G
		Careers Hub continues to make good progress and is delivering three additional funded projects: <ul style="list-style-type: none"> • Hub Incubation Project: researching impact of employer encounters on Year 7 maths curriculum and intended careers destinations. • Apprenticeship and Technical Education project: researching the gap between employer and student expectations in apprentice recruitment. • Delivery of 250 personal guidance interviews for young people at risk of becoming NEET. 	DfE	Active	G
	Social impact and economic impact: recovery and renewal				

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
S&T	Healthy Lives Summary March 2021	Healthy Lives Expression of Interest submitted to the Health Foundation charity, but it was not successful. The programme will work with the long term unemployed to improve health and economic outcomes. Alternative ways to deliver the project will be explored.	None	Not started	On hold
	Q1 Apr-June 2021	Work has continued to scan for funding opportunities to progress the proposed project.			
	Q2 July-September 2021	No financial resource or capacity amongst partners to kickstart this workstream this financial year. Work put on hold.			
	Q3 Oct-Dec 2021	No work in quarter			
	Q4 Jan-Mar 2022	No work in quarter			
	Social impact and economic impact: recovery and renewal				
S&T	Health and Wellbeing in the workplace Summary March 2021	Links made with Clinical Care Groups and Bath Spa University regarding mental health and wellbeing in the workplace. Programme of activity yet to be defined.	None	Not started	On hold
	Q1 Apr-June 2021	Work to scope activity will commence in Q2.			
	Q2 July-September 2021	A plan for the project has been developed. Work will commence on delivery next quarter when SWLEP welcomes a new Skills Adviser to the team.			

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q3 Oct-Dec 2021	Work remains at the planning stage.			
	Q4 Jan-Mar 2022	Interest revitalised with new appointment to local public health team. No project yet defined at this stage. The skills team carried out a mini-series of three webinars during National Apprenticeship Week the following week with a coffee and chat session. These were in line with the Apprenticeship Strategy to encourage 50 new employers to employ apprentices in 2022. We currently have two new apprentices on programmes.			
	Social impact and economic impact: recovery and renewal				
S&T	Digital Skills Summary March 2021	Digital Bootcamp proposal was submitted by the Institute of Coding and a response is awaited.	None	Proposed	Not started
	Q1 Apr-June 2021	Institute of Coding led project covering pan regional delivery. Funding announcement expected Q2.			
		Q2 July-September 2021	Digital Bootcamps being delivered by Institute of Coding and the University of Bath. Discussions underway regarding links with the BCC and Growth Hub.	External	Active
	Q3 Oct-Dec 2021	Regional plans developed and implemented, co-ordinated by group convened by the Institute of Coding. New rounds of Digital Bootcamp funding announced but with very tight deadlines for submission of applications.	G		

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q4 Jan-Mar 2022	Weekly meetings with the Institute of Coding and invited to contribute to the regional bid to the DfE's Digital Bootcamps programme.			G
	Social impact and economic impact: recovery and renewal				
	Infrastructure Foundation				
SP6 IIP	New Energy Vehicles Fuelling Infrastructure Summary March 2021	Hydrogen bus and coach travel and Hydrogen Logistics demonstrator SOBCs: discussions commenced to create demand for hydrogen energy amongst bus companies and logistics operators alongside energy generation (Ref SP4).		Active	G
	Q1 Apr-June 2021	Bus operators and distribution companies identified as potential hydrogen users. Hydrogen positioning work undertaken for M4 NEV Working Group meeting in July. UK Hydrogen Strategy awaited			G
	Q2 July-September 2021	UK Hydrogen Strategy published in August 2021. M4 NEV Working Group approached for match funding to progress the SOBC; the delayed LEP Review meant some are unable to commit. Meeting with BEIS held.			AG
	Q3 Oct-Dec 2021	Close contact with, and support given to, the Western Gateway on mapping the hydrogen ecosystem. Work with the M4 LEP collaboration has been paused pending the Levelling Up White Paper and LEP Review Recommendations.			AG

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q4 Jan-Mar 2022	Work continues on mapping the wider Western Gateway hydrogen ecosystem covering production, research, fuel off-takers and suppliers. Support given for the procurement and appointment of consultants to undertake the work as well as participation in the Steering Group.		Active	AG
	Environmental impact: low carbon and sustainable growth				
SP6 IIP	New Energy Vehicles Fuelling Infrastructure Summary March 2021	New energy vehicle community charging SOBC. Work pending confirmation from unitary authority partners regarding plans to secure government resources to extend electric vehicle charging. See budget announcement March 2021.	None	Not started	Not started
	Q1 Apr-June 2021	Workstream has not commenced.			
	Q2 July-September 2021	Workstream has not commenced. SOBC shared with local authority partners who can lead bids for capital funding			
	Q3 Oct-Dec 2021	At the beginning of December SWLEP and Wiltshire Council attended a meeting with Field Dynamics, which was in receipt of Innovate UK funding to look at the challenges of rural EV charging. The initial phase looked at Devon as a case site and an additional rural county was sought to join the work. As a result of the meeting, which was brokered by the Western Gateway, Wiltshire has been selected as the other local study area. Wiltshire Council will be working closely with the project to share a range of data in the forthcoming months to support the project referred to as 'REME'.			

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q4 Jan-Mar 2022	Meeting with National Highways in February to discuss the potential benefits and legacies associated with the proposed tunnel on the A303 at Stonehenge. If approved, it would have the potential to improve the local EV charging infrastructure, the use of hydrogen for commercial vehicle use and the creation of construction apprenticeships. Meeting also held in February with Wiltshire Council Officers to discuss next steps. SWLEP to pull the working group together.		Proposed	Not started
	Environmental impact: low carbon and sustainable growth				
IIP	Rail strategy Summary March 2021	Rail Strategy Working Group convened with the two UAs.	None	Active	G
	Q1 Apr-June 2021	In May, the Rail Strategy Working Group met. The Devizes Gateway Steering Group submitted its OBC to DfT in May for funding under the Restoring the Railways Fund and SWLEP supplied a letter of support. SWLEP is now a member of the Western Gateway Sub-national Transport Body's Rail Officer Group		Active	G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£source	Status	RAG
	Q2 July-September 2021	<p>The Rail Strategy Working Group, decided to extend its remit to include all modes of transport.</p> <p>The Western Gateway Railway Officers Group meets and during the quarter it submitted response to SW Railway Timetable Consultation, commenting concerns about the loss of services; withdrawal of the London Waterloo to Bristol Temple Meads via Salisbury, Westbury and Bath Spa direct service in December 2021; and the disappointment that services in the London area has resulted in stops at Clapham Junction for trains to and from Salisbury. Devizes Gateway Steering Group continues to develop its Strategic Case with Restoring Your Railway funding. Atkins has been incorporating DfT feedback for resubmission next quarter.</p>		Active	G
	Q3 Oct-Dec 2021	<p>The Rail Working Group, renamed as the Infrastructure Working Group, met in December to discuss progress made on the Devizes Gateway, the scope for the case for a station at Corsham and Swindon's ZEBRA bid.</p>			G
	Q4 Jan-Mar 2022	<p>No meeting of the Rail Group planned for this quarter. Maintaining links with transport initiatives through contacts with a consultancy company and attendance at webinars provided by interested companies, such as Go-Op, which is developing low carbon alternative energy trains.</p>			G
	Economic and environmental impacts				

	Business Environment Foundation				
Ref	Strategic Priority	Activity summary as of 11 March 2022	£	Status	RAG
SP7 BE	Swindon and Wiltshire Business Cyber Centre Summary March 2021	Outline Business Case approved to deliver business cyber security services and training provision focussing on SMEs. Completion date of 31 March 2022.	Getting Building Fund £3.7m	Active	G
	Q1 Apr-June 2021	OBC now approved, project has commenced and whilst there has been some slight delay (one month) to Agreement for Lease, project is expected to complete pre-March 2022.			AG
	Q2 July-September 2021	The lease was signed on 30 September, later than planned, but arrangements made to speed up renovation through actions taken to enable the SWLEP to undertake the Category A & B works as one package. The project is still expected to defray GBF funding by 31 March 2022.			AG
	Q3 Oct-Dec 2021	Please see Programme Summary Board report			AG
	Q4 Jan-Mar 2022	Refurbishment works well underway, with installation of partitioning, M&E, A/V and fibre. Programme has slipped due to delays in signing lease, meaning capital swap of c£700,000 will be undertaken to cover goods and services received in April, which include furniture, and final A/V and comms installation.			G
	Economic impact: innovation and recovery and renewal				

Ref	Strategic Priority	Activity summary as of 11 March 2022	£	Status	RAG
BE	Other activity: led by Growth Hub Summary March 2021	Escalation in the range of business support services offered by the Growth Hub including SME Competitiveness Programme; Peer Networks; This Way Up Programme; Visitor economy grant schemes; and export advice.	BEIS Core Fund £462k	Active	G
	Q1 Apr-June 2021	All BEIS claims for the financial year 2020/21 have now been submitted via 151 Officer Team at Wiltshire Council. Funding for 2021/22 has now been confirmed as follows: BEIS Growth Hub Core and Uplift £462,000, BEIS Peer Networks £150,000.			G
	Q2 July-September 2021	The Growth Hub has recruited two new business navigators, one with digital and one with green economy specialisms. In an effort to bolster the skills support available the Growth Hub has recruited another Skills Adviser who will start next quarter. Consistent with the national picture, Peer Networks has experienced some business recruitment challenges; and the programme is backloaded with more cohorts due to start during Q3 and Q4.			G
	Q3 Oct-Dec 2021	The Growth Hub has seen an increase in contact towards the end of the quarter following and the emergence of plans for Government grant funding and the move to plan B restrictions and will work with local authority partners as the grant scheme is rolled out. BEIS has been confirmed that the Peer Networks will not continue beyond 31 March 2022. SWLEP has recently joined the Climate Hub, pledging to make efforts to reduce its carbon emissions and an internal working group has been formed, led by the Green Economy Business Navigator.			G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£	Status	RAG
	Q4 Jan-Mar 2022	<p>There has been a distinctive increase in business support delivered in medium and high intensity areas with businesses stabilising and finding a more regular trading pattern, enabling them to forecast a trajectory for their time ahead.</p> <p>The Project Change Request submitted to MHCLG has been approved which incorporates a six-month extension on the ERDF SME Competitiveness Project until 20 June 2023.</p> <p>Collaboration work has been strong, working with various Chambers and private sector delivery partners to deliver specialist support in areas of Digital, Health & Wellbeing and Green Economy.</p> <p>Growth Hub continues to produce the Business Intelligence Report which is now submitted to BEIS on a monthly basis.</p>			G
	Economic impact: recovery and renewal				
	Places Foundation				
SP8 IIP	Good Growth for Swindon	Carriage Works 2b: The SWLEP Board awarded GBF funding to this scheme with a completion date of 31 March 2022. Enables the University of Bath to establish iCAST, Innovation Centre for Applied Sustainable Technology.	Getting Building Fund £4m	Active	G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£	Status	RAG
	Q1 Apr-June 2021	Works contracted, started on site 15 March 2021. Listed Building consent is required for parcel 2 of the works and efforts are being made to claw back time to meet funding window restrictions.		Active	AR
		SWLEP supported the appraisal of Cultural Development bids for SBC.		One-off activity	N/A
	Q2 July-September 2021	Additional funding has now been secured for the Carriage Works 2b.		Active	AG
	Q3 Oct-Dec 2021	External works including the roof are progressing well and procurement is progressing. This project has been impacted by the disruption caused by the ongoing pandemic within the construction industry with many specialist suppliers no longer trading. As the building is listed, sourcing suitable alternative materials has been challenging.		Active	AR
	Q4 Jan-Mar 2022	The project is currently four months behind due to the construction materials as mentioned above and Freedoms and Flexibilities will be exercised to move remaining unspent grant into 2022/23. This has been approved by the funder and Section 151 Officer.			AR
	Social impact: regeneration Environmental impact: low carbon, sustainable growth agenda Economic impact: innovation				
SP9 IIP	Good Growth for Salisbury Summary March 2021	Development funding awarded towards to schemes to support economic recovery and renewal activity in the city including Illuminating Salisbury and People Friendly Salisbury. LGF funding was also awarded to the delivery of the Salisbury Riverpark scheme in conjunction with the Environment Agency and reporting for this project continues.	Spend complete	Active	G

Ref	Strategic Priority	Activity summary as of 11 March 2022	£	Status	RAG
	Q1 Apr-June 2021	Project to be delivered by Environment Agency. Masterplan to be taken to Wiltshire Council Strategic Planning Committee for approval in July.		Active	AG
		SWLEP supported the appraisal of the Cultural Development Fund bids for Wiltshire.		One off activity	N/A
	Q2 July-September 2021	Salisbury Riverside Project to be delivered by Environment Agency and remains on track.		Active	AG
	Q3 Oct-Dec 2021	Salisbury Riverside Project to be delivered by Environment Agency and remains on track. Salisbury Recovery Projects: Wider work on Salisbury Traditional Original brand positioning continues comprising web content, ambassadors and online events. Work is also underway on the three-year Salisbury Place Plan including a review of major projects in the city.		Active	AG
	Q4 Jan-Mar 2022	An update on the Salisbury Riverpark will be available as part of end of year programme reporting.			TBC
Social impact: regeneration Economic impact: recovery and renewal					

Ref	Strategic Priority	Activity summary as of 11 March 2022	£	Status	RAG
SP10 IIP	Rural Communities: levelling up opportunities Summary March 2021	Light touch promotional activity by the Growth Hub to encourage the take-up of broadband vouchers. Further activity is being planned for 2021/22.	None	Active	G
	Q1 Apr-June 2021	No specific promotional activity undertaken in Q1. Rural Economy Sector Group (RESG) was reconvened in June.			G
	Q2 July-September 2021	In August, the government announced that Wiltshire would be one of the areas to benefit from Project Gigabit from 2022 as part of its levelling up rural areas agenda. Further details are awaited. The Rural Economy Sector Group (RESG) met in July 2021 focussing on rural productivity and agriculture's role in achieving Net Zero.			G
	Q3 Oct-Dec 2021	The Rural Economy Sector Group (RESG) met in November to discuss the Peer Networks Programme, the Destination management Organisation Review and Natural Capital.			G
	Q4 Jan-Mar 2022	The RESG met on 2 February with presentations by NICER on the influences on rural enterprise.			G
Economic impact: recovery and renewal					

Ref	Strategic Priority	Activity summary as of 11 March 2022	£	Status	RAG
SPI 1 IIP	Understanding the value of our Natural Capital Summary March 2021	Jointly funded PhD with the University of Bath into Natural Capital commenced September 2020.	SWLEP	Active	G
	Q1 Apr-June 2021	The PhD research continues; the methodology by which natural capital assets can be given a value commences. Fortnightly supervision meetings are held.			G
	Q2 July-September 2021	Work has commenced to calculate the value of Natural Capital assets.			G
	Q3 Oct-Dec 2021	The Rural Economy Sector Group (RESG) met in November 2021 and received an update from the SWLEP team on the progress of the Natural Capital PhD. The PhD work continues with fortnightly supervision meetings with the University of Bath and SWLEP.	G		
	Q4 Jan-Mar 2022	The Rural Economy Sector Group (RESG) met in February 2022 and received a presentation on the Natural Capital PhD research as well as a presentation from NICRE on its state of rural enterprise survey. Regular PhD supervision meetings continue to support the development of the research and local response. A confirmation meeting held by the University of Bath took place on 11 March, agreeing to continue with the research project as a PhD. This is standard academic practice.			
	Environmental impact: low carbon, sustainable growth				
SPI2 IIP	The Great West Way and approaches to clean growth tourism. Summary March 2021	Work to engage with LEPs and DMOs along the Great West Way to mobilise this initiative is proposed for 2021/22.	None	Proposed 2021/22 Not started	Not started

Ref	Strategic Priority	Activity summary as of 31 December 2021	£	Status	RAG
	Q1 Apr-June 2021	Work has not commenced. Note: in March 2021, the government announced an independent review to assess how Destination Management Organisations (DMOs) across England.			
	Q2 July-September 2021	The review of Destination Management Organisations was published on 14 September. Headline recommendations were the creation of high performing DMOs which meet certain criteria using an accreditation process led by Visit England.			
	Q3 Oct-Dec 2021	No activity in quarter			
	Q4 Jan-Mar 2022	No activity in quarter. Further information is awaited on the national policy stance following the DCMS review and the LEP Review recommendations.			
	Economic impact: recovery and renewal; Environmental impact: low carbon, sustainable growth				