

AGENDA

Public Board Meeting

Date: Thursday, 27 January 2022

Venue: Via Video / telephone conferencing using Microsoft Teams link

Time: 9.30am – 11.45am 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) Col Nev Holmes (NH) Paul Moorby, OBE (PJM) - Chair Carole Kitching (CK) Alison North (AN) – Co-Deputy Chair David Renard (DR) Keeran Vetriko (KV) Pam Webb (PWe) Prof Ian White (IW) Suzanne Wigmore (SW)	✓ ✓ ✓ ✓ ✓ Apologies ✓ ✓ ✓ Apologies ✓ ✓ ✓
Advisors to the Board:	Terence Herbert (TH) Susie Kemp (SK)	
Observers to the Board:	Cllr Pauline Church (PCh) Cllr Gary Sumner (GS)	Apologies ✓ - representing David Renard
In Attendance:	Claire Alexander (CA) Rory Bowen (RB) Tim Burghes (TB) Phil Clement (PC) Sam Fox (SF) Anwen Jones (AJ) / Emily Manser (EM), BEIS Representatives Debby Skellern (DS) Leanne Sykes (LS)	✓ ✓ Apologies ✓✓ ✓
Guests:	Parvis Khansari attending for Sam Fox Thomas Harrison, PA Consulting ✓ Sarah Pearce and Amy Wetherill, SWLEP ✓✓ Members of the Joint Scrutiny Panel Cllr Oladapo Ibitoye ✓, Swindon Borough Council Cllr Richard Britton – tentative / Cllr Ian Thorn ✓ – Wiltshire Council Members of the Joint Scrutiny Panel and of SWLEP Limited Andy Hogben – ChemRing tentative / Craig Holmes – Ball Aerocan ✓ For Natural Capital item Parsa Mohammadpour and Dr Maik Schneider, University of Bath	
Chairman:	Paul Moorby (PJM)	
Minutes:	Deborah House (DKH)	

9.30am		Start of Public meeting			
Item	Timing	Topic	Paper No.	Lead	
1.0	9.30am	Welcome / Apologies / Conflicts of Interest	Verbal	PJM	
2.1	9.30am	Review of Draft Minutes of public Board Meeting of 25 November 2021.	Paper 2.1	PJM	For approval
2.2		Matters Arising: <ul style="list-style-type: none"> work towards holding the March Board Meeting face-to-face. 	Verbal	PJM	
3.0	9.35am	Submitted questions	Paper 3.0	PJM	
4.0	9.40am	Draft Green Hydrogen Plan	Paper 4.0	DS	For approval
5.0	10am	Chief Executive's report	Paper 5.0	PB	For approval / information
6.0	10.10am	Natural Capital PhD project – six-monthly update	Presentation	PM	For information
7.0	10.30am	Business Cyber Centre	Paper 7.0	TM	For approval / information
8.0	10.45am	Q1-Q3 2021-22 Budget Report	Paper 8.0	PB	For information
9.0	10.55am	Programme Status Report	Paper 9.0	CA	For information
10.0	11am	Subgroup updates <ul style="list-style-type: none"> Skills and Talent Business Environment Ideas, Infrastructure and Place 	Verbal update	CK AN SW	For information
11.0	11.20am	Business Action Plan Q3	Paper 11.0	DS	For information
12.0	11.30am	Growing Places Infrastructure Fund (GPIF)	Paper 12.0	PC	For information
13.0	11.40am	AOB	Verbal	PJM	
		Date of next Board meeting: Thursday, 24 March 2022 Face-to-face meeting – location to be advised 9am Board Directors only 9.30am Annual General Meeting 10am - Public Board Meeting		PJM	



Item	Timing	Topic	Paper No.	Lead	
		Future Meeting dates for 2022 Thursday, 26 May 2022 Thursday, 21 July 2022 Thursday, 29 September 2022 Thursday, 24 November 2022 All via video / telephone conference until further notice.			
	11.45am	End of meeting			



	<p>Board Directors: Paddy Bradley (PB) Mandy Clarke (MC) – Co-Deputy Chair Doug Gale MBE (DG) Andrew Gudgeon, OBE (AG) Col Nev Holmes (NH) Paul Moorby, OBE (PJM) – Chair Alison North (AN) – Co-Deputy Chair David Renard (DR) Pam Webb (PWe) Prof Ian White (IW) Suzanne Wigmore (SW)</p>	<p>Board Advisers: Susie Kemp (SK), Swindon Borough Council</p> <p>Observers: Cllr Pauline Church – representing Richard Clewer</p>
Apologies:	<p>Richard Clewer (RC) / Carole Kitching (CK) / Keeran Vetriko (KV) - SWLEP Board Directors Sam Fox (SF) / Terence Herbert (TH) and Leanne Sykes (LS) - Wiltshire Council</p>	
In attendance:	<p>Claire Alexander (CA) / 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 - BEIS representatives</p>	
Guest(s):	<p>Margaret Firth of Wiltshire Community Foundation Cllr Junab Ali, Swindon Borough Council and Cllr George Jeans, Wiltshire Council - members of the SWLEP Joint Scrutiny Panel Craig Holmes, Ball Aerocan – member of the Joint Scrutiny Panel and of SWLEP Limited Toby Howkins YTKO Ltd - Member of SWLEP Limited</p>	
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 9.31am and the Chair welcomed attendees. Particular welcome was extended to any 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> <p>PJM reminded attendees of the Conflict of Interests policy and of standing items. No additional conflicts were declared.</p>	
2.0	Review of minutes and matters arising	



2.1 The minutes of the Board Meeting held on 30 September 2021 were reviewed and approved

2.2 Matters Arising:

Matters arising were on the agenda.

The Chair advised the meeting of a letter SWLEP had received following a meeting of Wiltshire Council's Overview & Scrutiny Management Committee on 16 November at which the Chair of the Joint Scrutiny Panel (JSP), established by the SWLEP had expressed some frustration at not seeing all financial information about the operation of the SWLEP's Business Cyber Centre (BCC). The SWLEP Chair had acknowledged receipt of the letter dated 23 November from the Chair of the Management Committee. The SWLEP Chair and CEO would meet the Chairs of the Management Committee and the JSP to discuss the concerns. The CEO confirmed to the Board that all financial information relating to public money had been shared with the JSP and that the company commissioned independent auditors each year and had recently published its accounts in full. The Chair reiterated that scrutiny and audit were very important for the SWLEP and was keen to resolve the issues as soon as possible.

DR, as leader of Swindon Borough Council, and RC, as leader of Wiltshire Council, had been informed of the situation as their Councillors were involved in the committees.

The Business Cyber Centre was a project funded within the Getting Building Fund, a fund set up in response to the COVID-19 pandemic. It had been a tight deadline to bid for funds and, of the monies allocated to SWLEP, £3.7m had been allocated by the Board to the BCC. This project was also the first where SWLEP was the delivery partner. The deadline for project spend was March 2022.

Recommendations

The Chair of the Swindon & Wiltshire Local Enterprise Partnership Board recommended that:

- the Directors noted the intention of the Chair and the Chief Executive to meet with the Chairs of the Joint Scrutiny Panel and Wiltshire Council's Overview and Scrutiny Management Committee to discuss the situation which had arisen;
- a request was made to the Joint Scrutiny Panel to look into and report back to the SWLEP Board for the 27 January 2022 Board Meeting on the Getting Building Fund BCC project, noting timelines, funding deadlines, location choices, and imposed implementation deadlines. This background review would allow decisions made to be placed in context. The JSP report back to Board to also note any lessons learned, as part of good quality control.



	<p>The Board agreed the recommendation.</p> <p>The Secretariat of the Joint Scrutiny Panel had been asked to bring the proposal to the next meeting of the JSP on 12 December.</p>	
3.0	Submitted Questions	
	No submitted questions had been received for this agenda.	
4.0	Strategy update	
	<p>Mobilising hydrogen strategic priorities DS spoke to the paper and updated the meeting on the status of the hydrogen strategic priorities where there was currently lots of activity.</p> <p>The Government had published its hydrogen strategy in the summer and SWLEP had responded to two consultations.</p> <p>Although hydrogen was not yet a commercial fuel, a feasibility study was underway with consultants Kiwa and Pannell Hayes to ascertain whether hydrogen could be delivered locally. This followed work by the SWLEP to bid for and receive funding from the South West Energy Hub to pay for the study. A stakeholder two-day workshop was held on 17-18 November in Wroughton to discuss the art of the possible. The production of green hydrogen from low carbon sources of energy was the cleanest option available. This report would be brought to the Board in January.</p> <p>Three Strategic Outline Business Cases (SOBCs), previously approved by the SWLEP Board, for energy generation, bus and coach travel and the use of fork-lift trucks in logistics businesses, had been discussed with LEPs grouped around the M4. A match funding call had gone out to progress the bus and coach SOBC and the logistics SOBC, but with the ongoing LEP Review only one LEP had felt confident to commit. Therefore, this work was now on hold pending the LEP Review.</p> <p>SWLEP became aware of activity in South Wales with Neath Port Talbot Council and the University of South Wales. They had been very open in sharing best practice and were looking at using hydrogen in their fleets, for example, in their refuse vehicles. DS was happy to make any introductions should they be needed. SWLEP had a good relationship with these two organisations and in fact they had both attended the workshop on 17-18 November. SWLEP had now been tasked with supporting the mapping of the hydrogen ecosystem across The Western Gateway area to ascertain the assets and who was doing what regarding this agenda.</p> <p>A SWLEP green hydrogen plan was being drafted which balanced supply and demand. The Ideas, Infrastructure and Place Subgroup would maintain</p>	Jan 2022



	<p>oversight of that development and the draft plan would come to the next Subgroup meeting.</p> <p>There was increasing interest in hydrogen with more businesses seeing the opportunities, including global companies.</p> <p>BEIS was very interested in what SWLEP was doing with the green hydrogen agenda. BEIS was holding a meeting with DS next week to introduce key personnel within the central policy department responsible for this area of work.</p> <p>The Chair advised of a recent visit to Advanced Biofuel Solutions Limited in Swindon. The company was in receipt of a GPIF loan. It had recently reached an agreement with Wales and West Utilities to pump 1% hydrogen into the Swindon gas network.</p> <p>Plan for Growth update The first meeting of the Working Group had been held on 14 October and the next meeting would take place on 1 December. These were scheduled to take place every six weeks.</p> <p>Ideas were being tested with the group and would include the economic pillars of Innovation, Infrastructure and Skills, with economic priorities of NetZero and Levelling Up. The draft plan would be available for the January Board with the final plan to be approved by the Board in March.</p> <p>The Swindon & Wiltshire Local Enterprise Partnership Board: NOTED the activity which had been undertaken since its last meeting to progress the mobilisation of SWLEP’s three hydrogen business cases; and NOTED that the Plan for Growth Working Group had been convened and begun its work.</p>	
<p>5.0</p>	<p>Chief Executive’s report</p>	
	<p>PB spoke to the paper.</p> <p>SME Climate Hub The SME Climate Hub was an initiative instigated by the United Nations (UN) in order for businesses to ascertain their carbon footprint and set themselves on the path to net zero by 2050. Joining the programme would commit SWLEP to monitor our progress by measuring carbon emissions annually. A small project team had been established, headed by the Business Navigator for the green agenda, Hugh Williams.</p> <p>EU-funded SME Competitiveness Programme The audit process for the SME Competitiveness Programme was very rigorous. In addition, the Growth Hub had recently experienced a spot-check audit which had not put forward any recommendations for change or</p>	



	<p>improvement. The compliance work for this programme was exceptional and PB thanked CA, as programme lead, Chris Stevens, as Growth Hub Manager, and Charlotte Skinner, as programme co-ordinator, for their superb work.</p> <p>LEP Review The result of the LEP Review was still unknown, but SWLEP was preparing itself for different scenarios. This uncertainty would be reflected in the Risk Register which would be circulated to the Directors by early December. A LEP Network meeting of Chairs and CEOs had been requested for w/c 20 December pending publication of the review. A decision on finance was expected early in 2022 but planning for any change would be complicated.</p> <p>Governance Working Group The Governance Working Group was linked into the preparation for different scenario planning, which in turn would be dependent on the outcome of the LEP Review.</p> <p>Independent Economic Assessment PB advised that SWLEP was currently commissioning an Independent Economic Assessment for the Swindon and Wiltshire area which would be completed by March 2022.</p> <p>Format of future board meetings The format of future Board Meetings was discussed, and the views of Directors were noted:</p> <ul style="list-style-type: none"> • virtual meetings were deemed as more efficient; • a mixed meeting with some participants in person and some joining virtually involved additional administration and technical difficulties, with available platforms not being completely reliable; • most attendees cited that they had not had good experiences of the hybrid model; • some participants missed the opportunity to engage face-to-face with fellow Directors and members; and • any face-to-face meetings would have to be called with plenty of notice to allow Directors to build in travel time. <p>Overall, the Directors decided to continue to meet virtually with an occasional meeting being held face-to-face when it added value. Additionally, Directors could meet in smaller groups to build relationships in between Board Meetings.</p> <p>Action: the January Board Meeting to take place virtually.</p> <p>Action: work towards holding the March Board Meeting face-to-face.</p> <p>The Swindon & Wiltshire Local Enterprise Partnership Board:</p>	<p>Dec 2021</p> <p>March 2022</p> <p>March 2022</p>
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	<p>AUTHORISED the CEO to arrange for SWLEP Ltd to join the SME Climate Hub, the United Nations programme for small and medium sized enterprises aiming to put businesses on the path to net-zero by 2050;</p> <p>NOTED the following:</p> <ul style="list-style-type: none"> • the positive outcome of a spot-check audit on the EU-funded SME Competitiveness Programme; and • the preparation of responses to potential outcomes from the government’s review of local enterprise partnerships. • the update on the work of the Governance Framework Working Group; and • plan to deliver an independent economic assessment of our area by March 2022. 	
6.0	Q2 2021-22 Income and Expenditure report	
	<p>PB spoke to the paper advising the meeting that SWLEP was currently in a financially healthy state.</p> <p>Performance against the forecast was ahead of schedule in Q2. There was additional income of circa £700,000 to be included in the accounts by Q4.</p> <p>The Swindon & Wiltshire Local Enterprise Partnership Board: NOTED the income and expenditure profile for Quarter 2 of the 2021-22 budget.</p>	
7.0	Subgroup updates	
	<p>PB gave an overview of the function of the Subgroups to the meeting. The presentation can be accessed by following the link below.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/board-meetings/2021/25-nov-2021/subgroup-updates-final.pdf?sfvrsn=3204dac7_4</p> <p>Skills & Talent Subgroup (Slides 2-4) CK was the Chair of this Subgroup, but in her absence PB updated the meeting on the subjects discussed.</p> <p>Business Environment Subgroup (Slides 5-8) The Chair for this Subgroup was AN and she updated the meeting on the subjects discussed.</p> <p>AN made a request for additional directors to join the Subgroup.</p> <p>Ideas, Infrastructure and Place Subgroup (Slides 9-11) SW was the Chair of this Subgroup, and she updated the meeting on the subjects discussed.</p>	
8.0	Programme Status report	
	CA spoke to the paper. The slides can be accessed via the following link.	



https://static.swlep.co.uk/swlep/docs/default-source/board-meetings/2021/25-nov-2021/swlep-nov-2021-board-programme-status-summary.pdf?sfvrsn=fcf89a87_4

Comments made were:

- LGF projects would now be reported bi-annually;
- Chippenham Station Hub would continue to be monitored by Wiltshire Council;
- Salisbury River Park would continue to be monitored by Wiltshire Council and the Environment Agency;
- DfT retained schemes were all on track; none were RAG-rated Red / AmberRed, and CA wanted to acknowledge the efforts of the Local Authority Officers on these projects;
- The M4 Junction 15 project had been completed well ahead of schedule and it was hoped to arrange a ministerial visit to celebrate the work;
- Swindon Borough Council thanked all partners for bringing the vision of the infrastructure projects around Swindon to life and getting near to completion and for the massive investment and involvement of SWLEP.

Although the outputs were more difficult to track continually afterwards, the range of these projects made for increased economic development of the area as a whole area.

The outputs for the New Eastern Villages would span over ten years. The question was raised that if SWLEP did not exist, how would BEIS record those outputs?

The meeting was advised that this Board Meeting was the last one CA would attend as a full-time SWLEP employee before she moved on to Swindon Borough Council. She would however continue to work with SWLEP on a part-time basis producing reports and submitting to BEIS on our behalf.

Thanks were extended to CA for excellent her work at SWLEP in bringing the projects in against deadline and the Board wished her well in her new role.

**The Swindon & Wiltshire Local Enterprise Partnership Board:
NOTED the contents of the paper.**

9.0 Business Action Plan Q2 July-Sept 2021

DS spoke to the paper and updated the Board on activity undertaken to mobilise Local Industrial Strategy priorities between July and September 2021.

The Swindon & Wiltshire Local Enterprise Partnership Board:



	REVIEWED and NOTED the progress made during Quarter 2 of the financial year 2021-22.	
10.00	Swindon and Wiltshire Voluntary and Community Sector – growing collaborations	
	<p>Margaret Firth of Wiltshire Community Foundation presented to the meeting with additional contributions from Directors Suzanne Wigmore and Pam Webb. The presentation can be accessed by following the link below.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/board-meetings/2021/25-nov-2021/vcs-in-wiltshire-and-swindon---lep-nov-2021-mf-wcf.pdf?sfvrsn=271c103b_4</p> <p>The presentation outlined the size of the UK’s Voluntary Sector as well as that of Swindon and Wiltshire, detailing turnover, number of employees, funding streams and the types of people which were helped. The presentation also showed the number of opportunities for businesses to work together with these charities.</p> <p>The SWLEP was keen to convene a group involving relevant voluntary sector bodies and both LAs to develop a programme to help raise the quality of community-based bids which could be submitted for future rounds of government funding. The suggestion would be followed with a view to instigate the programme early in 2022 and before the release of bidding details by the government.</p> <p>Margaret, Suzanne and Pam were thanked for their informative presentation.</p>	
11.0	AOB	
	None.	
	Date of next meeting	
	<p>Thursday, 27 January 2022</p> <p>Directors to meet at 9am for the start of the public meeting at 9.30am.</p>	
	Future Meetings	
	<p>Thursday, 24 March 2022 – location to be advised</p> <p>Thursday, 26 May 2022</p> <p>Thursday, 21 July 2022</p> <p>Thursday, 29 September 2022</p> <p>Thursday, 24 November 2022</p> <p>Meetings will be held via video/teleconference unless otherwise advised.</p>	
	Close of Part ONE of the meeting at 11.30am	



	<p>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</p>	
	<p>Start of Part TWO of the meeting at 11.38am</p>	

Draft

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



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, 27 January 2022		
Subject:	Draft Swindon and Wiltshire Green Hydrogen Plan 2022-2025		
Attachments:	Appendix 1: Draft Swindon and Wiltshire Green Hydrogen Plan 2022-25 (10 pages) Appendix 2: Access to finance (1 page)		
Author:	Debby Skellern	Total no of sheets:	12

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

To present the Swindon and Wiltshire Draft Green Hydrogen Plan for Board approval.

2. Summary

2.1. The draft Swindon and Wiltshire Green Hydrogen Plan sets the direction of travel which SWLEP can pursue over the short to medium term. It focusses on three objectives aimed to stimulate both the supply and demand for green hydrogen as well as stimulate innovation activity and investment through closer working with universities and UKRI competitions.

2.2. Work is already underway to deliver this Plan:

2.2.1. SWLEP continues to support the Western Gateway to develop a systems view of hydrogen activity across its geography and a wide range of projects, activities and aspirations have been identified. Consultants will be appointed during January to develop a systems map to help identify priorities, opportunities and gaps; and

2.2.2. work continues on the development of the green hydrogen energy feasibility study drawing on funding secured from the South West Energy Hub. This report assesses the potential scale of hydrogen generation using solar PV and as well as identifying potential users. The report is due to be completed by the end of January.

2.3. Government has not made any announcements in relation to the consultations on the hydrogen business model and Net Zero Hydrogen Fund although feedback is anticipated in Spring (Appendix 2). It is therefore important that SWLEP and its partners are prepared to respond to funding opportunities which may arise which support the delivery of the Plan.

3. Recommendations

The Swindon and Wiltshire Local Enterprise Board is recommended to:

- 3.1. approve the draft Swindon and Wiltshire Green Hydrogen; and
- 3.2. note the activity which is already underway.



Draft Swindon and Wiltshire Green Hydrogen Plan 2022-2025

January 2022





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I. Introduction

The Swindon and Wiltshire Hydrogen Plan sets out Swindon and Wiltshire Local Enterprise Partnership's (SWLEP) pathway for encouraging the production and adoption of green hydrogen fuel for commercial use. SWLEP's aspiration for the use of hydrogen fuel as a low carbon energy source was set out in our Energy Strategy in 2018. We developed this further through our Local Industrial Strategy with the development of three strategic outline business cases: hydrogen energy demonstrator; hydrogen bus and coach travel and hydrogen logistics demonstrator. We have also seen growing research and interest in the use of hydrogen for rail and aviation purposes which will be explored in more detail.

In November 2020, the government published its Ten Point Plan for the Green Industrial Revolution which acknowledges the role which low carbon hydrogen can play. The Ten Point Plan sets out the UK government's policies, worth £12 billion, to secure a further £42 billion of private sector investment into energy, buildings, transport, innovation and the natural environment by 2030. It seeks to decrease carbon emissions and in doing so increase the use of low carbon technologies to drive export activity and create green jobs and wider economic benefits. Point two seeks to drive the growth of low carbon hydrogen however our Green Hydrogen Plan contributes towards delivering a further four national priorities, highlighted below as SWLEP's role in supporting decarbonisation and its Net Zero aspirations in the emerging Swindon and Wiltshire Plan for Growth.

The Ten Point Plan for the Green Industrial Revolution

1. Advancing offshore wind
- 2. Driving the growth of low carbon hydrogen**
3. Delivering new and advanced nuclear power
- 4. Accelerating the shift to zero emission vehicles**
5. **Green public transport**, cycling and walking
- 6. Jet zero** and green ships
7. Greener buildings
8. Investing in carbon capture, usage and storage
9. Protecting our natural environment
- 10. Green finance and innovation**

In August 2021, UK Hydrogen Strategy was published. It reiterated the 2030 and 2050 ambitions set in The Energy White Paper (2020). It also recognised the need to concurrently build hydrogen demand and supply markets alongside funding to stimulate the market growth. A number of investment programmes were included in the national strategy to help address the commercial risk and cost challenges associated with the production of low-carbon hydrogen.

The Swindon and Wiltshire Green Hydrogen Plan contributes towards the government's goal to make the UK a Net Zero economy by 2035 and compliments the activities of our two local authority partners, Swindon Borough Council and Wiltshire Council and their role in tackling the climate change emergency locally. The UK Hydrogen Strategy, alongside the Building and Heating Strategy, will add greater understanding on how the Government proposes to proceed in terms of the scale and speed of investment in hydrogen technologies.

2. Achievements to 2019-2021

Our [Energy Strategy](#), published in 2018, identified four work packages to progress to use of hydrogen as a low carbon energy source which we have progressed in a range of ways.

a. Grow the hydrogen economy, short term action

In 2019, we established an informal collaboration of LEPs which cover the wider M4 geography working with: Thames Valley Berkshire; Oxfordshire, Gloucestershire and West of England in order to deliver economies of scale and impact in terms of hydrogen infrastructure delivery. Since 2021, we have extended our partnership working to the whole Western Gateway geography by supporting activity to map the hydrogen ecosystem across this wider geography. Further afield, as a partner in the EU Joint Undertaking in Fuel Cells and Hydrogen, we became, a member of its Observer Network which enabled SWLEP to access to examples of best practice from across Europe.

b. Hydrogen infrastructure and deployment, medium to long term action

In 2019/2020, we ran a series of workshops with businesses and operators associated with new energy vehicles to understand the barriers to adoption in order to stimulate the demand for them. Based on this consultation, we developed three strategic outline business cases for hydrogen demonstrators and a fourth on community electric vehicle charging.

We have consulted with a range of transport providers in relation to the potential to convert their fleet to hydrogen fuel along trial routes. As part of this engagement, we have written a number of letters of support for businesses applying for public funding where their new energy aspirations matched ours.

c. Hydrogen research and technology institutions, medium term action

We have established links within the University of Bath in a range of ways to better understand where its hydrogen research interests lie in hydrogen production, sustainable technologies development and new automotive applications.

We also maintain regular engagement with UKRI so we are better placed to match research and funding opportunities as our engagement with industry extends.

d. Hydrogen heating trials, long term action

We have kept a watching brief on the lessons-learned from the range of hydrogen demonstrators which have received public funding. These have predominantly looked at industrial processes and heating trials across northern England and Scotland. In 2020, we applied for project development funding from the EU to look at the feasibility of a community heating trial but were unsuccessful. However, as a result of this bid, we have developed strong links with the South West Energy Hub and the Science Museum Group to understand the feasibility of its site at Wroughton as a site for green hydrogen generation to meet on-site energy requirements as well as small scale off-site use as a demonstrator project.

We will look to our local authority partners to lead on decarbonising domestic and commercial heating through their planning and regulatory powers as part of their response to the local climate change emergency.

3. SWLEP’s Green Hydrogen Plan 2022-2025

Through the work we have undertaken so far, we have developed our understanding of hydrogen technologies and the contribution which Swindon and Wiltshire can make to UK PLC in this field. Our focus for 2022-2025 will be centred on small scale green hydrogen trials, that is hydrogen which is produced using renewable energy sources. In doing so SWLEP’s role will be to:

1. Convene private and public sector stakeholders to identify hydrogen-related opportunities and work in collaboration to facilitate delivery.
2. Lead on selected local projects which deliver our business priorities

SWLEP’s goal for 2022-2025 is to establish demonstrators to decarbonise commercial transport and logistics operations across using hydrogen. To achieve this goal we will work in collaboration with neighbouring LEPs, and the Western Gateway to develop the business cases for hydrogen production and application.

We will:

1. stimulate small scale production by:
 - a. identifying suitable locations for the installation of small scale electrolyzers in the range of 2MW to 20 MW (or higher depending on market demand) aligned to sources of low carbon electricity;
 - b. supporting the completion of the feasibility study for the Science Museum Group site at Wroughton; and
 - c. identifying sources of public and private sector investment to deliver the plant and phase energy generation.
2. stimulate the demand for hydrogen fuel in phases by engaging with a range of transport and logistics users and identify sources of public and private sector finance to support adoption.

Phase 1 2022-2023	Phase 2 2024-2025
<ul style="list-style-type: none"> • long-distance buses and coaches • major logistics and distribution centres 	<ul style="list-style-type: none"> • rail along routes in rural areas • heavy goods vehicles • aviation

3. increase investment in green hydrogen R&D by:
 - a. extending our collaborative activity along the M4 LEPs to include the Western Gateway geography and partners;
 - b. encouraging SMEs to collaborate with university research partners on hydrogen technologies; and
 - c. promote competitions and opportunities for innovation technology funding.

4. Monitoring and Evaluation

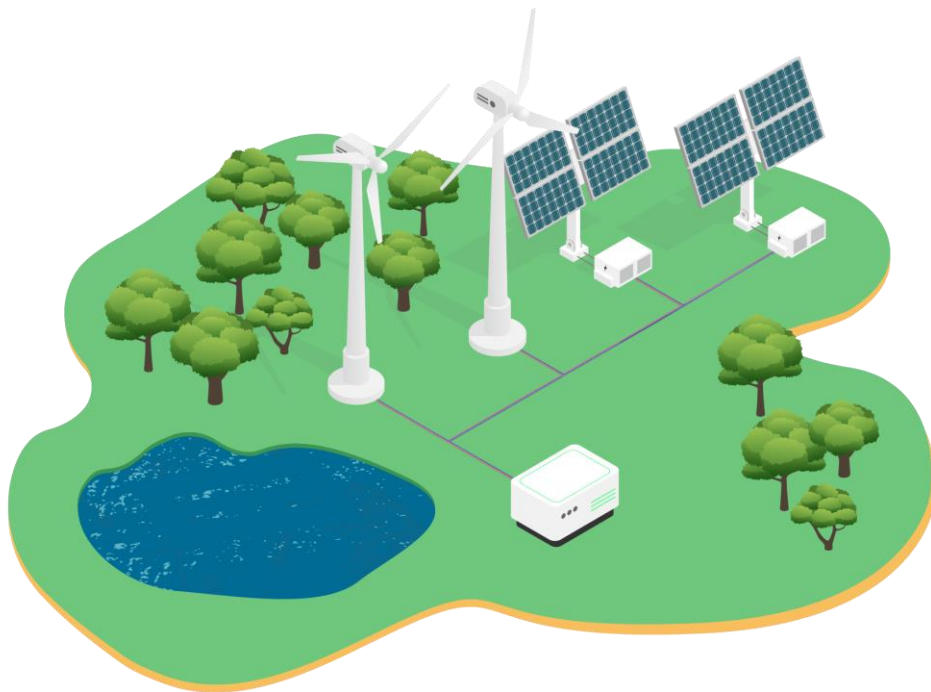
4.1 Monitoring the delivery of this strategy

Activity undertaken will comply with SWLEP's Governance Framework 2021. The Ideas, Infrastructure and Places Subgroup will oversee the delivery of the Swindon and Wiltshire Green Hydrogen Strategy. The Subgroup meets every two months and reports directly to the SWLEP Board.

Where financial resources have been allocated by, or awarded to, SWLEP, a highlight report will be completed in line with the performance management arrangements of SWLEP.

4.2 Evaluation

Where external funding is secured for delivery, SWLEP will follow the evaluation requirements specified by the funder. This may extend from an informal internal evaluation or a formal, independent evaluation exercise. If no evaluation is required, this will be undertaken by SWLEP internally. In addition, the Joint Scrutiny Panel may, at its discretion, request to undertake a deep-dive into delivery.



4.3 How successful delivery will be measured.

Objectives	Inputs	Outputs	Outcomes	Impact	Measurement and timeline
stimulate small scale green hydrogen production	identify suitable locations for the installation of small scale electrolyzers in the range of 2MW to 20 MW (or higher depending on market demand) aligned to sources of low carbon electricity	Clear understanding of scale and scope of work which can be progressed in collaboration or in partnership across a super-geography (M4 and/or Western Gateway)	Basis for collaborative working established for a network of demonstrators the across a super-geography M4 and/or Western Gateway	Recognition of Swindon and Wiltshire/M4/Western Gateway as a green hydrogen production trailblazer area contributing to UK's transport decarbonisation and Net Zero targets	Database complete September 2022
	SWEH funds feasibility study for green hydrogen production at Wroughton	Recommendations developed regarding suitability to progress to business case development	Outline business case for the demonstrator developed and fundable business case proven or disproved as a basis to secure funding.	Stimulation of green hydrogen supply contributing to Net Zero targets	Feasibility Study completed by March 2023 1 energy demonstrator by March 2024
	identify sources of public and private sector investment to deliver the plant and phase energy generation	Bids to public funding sources attracts private sector investment.	Financial resources and confidence to progress with scheme/s delivery	Green hydrogen supply begins contributing to UK's Net Zero and transport decarbonisation targets	Bid to the Net Zero Hydrogen Fund Sept 2022

Objectives	Inputs	Outputs	Outcomes	Impact	Measurement and timeline
stimulate the demand for hydrogen fuel with a focus on transport and logistics users	<p>Phase 1</p> <p>long-distance bus and coach operators identified and engaged</p> <p>major logistics and distribution centres focussing on forklift trucks initially identified and engaged</p>	Options appraisal and business case developed by private sector. Demonstrator project/s are identified to prove or disprove the commercial use of hydrogen fuel for this mode of transport	Demand for green hydrogen fuel stimulated	Contribution towards UK transport decarbonisation and Net Zero targets achieved	<p>Completion of</p> <p>1 bus demonstrator</p> <p>1 logistics demonstrator</p> <p>March 2024</p>
	<p>Phase 2</p> <p>Rail operators interested in trialling hydrogen trains in rural areas identified and engaged</p> <p>heavy goods vehicle operators identified and engaged</p> <p>Hydrogen aviation operators identified and engaged</p>	Options appraisal and business case developed by private sector. Demonstrator project/s are identified to prove or disprove the commercial use of hydrogen fuel for this mode of transport Funding secured to delivery demonstrators	Demand for green hydrogen fuel stimulated	Contribution towards UK transport decarbonisation and Net Zero targets achieved	<p>Targets:</p> <p>Completion of</p> <p>1 rail demo</p> <p>1 HGV demo</p> <p>1 aviation demo (if its wider geography)</p> <p>March 2025</p>

Objectives	Inputs	Outputs	Outcomes	Impact	Targets and timeline
increase investment in green hydrogen R&D	extending our collaborative activity along the M4 LEPs to incorporate the whole Western Gateway geography and partners	Formal partnership arrangements agreed to progress delivery and raise awareness among private sector	Knowledge and awareness raised as best practice shared nationally	Recognition of M4/Western Gateway geography as a green hydrogen trailblazer area	Partnership working with development funding agreed March 2022
	encouraging SMEs to collaborate with university research partners on hydrogen technologies	Collaborative projects brokered and funded e.g. UKRI.	Innovation and knowledge increased and brokered Closer relationship with neighbouring universities established	Green hydrogen production improved for commercial application contributing to transport decarbonisation and Net Zero targets	Hydrogen Skills workshops commence 2022/23
	promote competitions and opportunities for innovation technology funding	Secure additional resource to support technology advancement	Awareness raised and reputational gain for partners	Green hydrogen production improved for commercial application contributing to transport decarbonisation and Net Zero targets	Promotion campaign commences 2022/23 Target businesses engaged TBC

Appendix I: Access to finance

Among the key barriers preventing greater use of hydrogen in transport, identified through the business engagement across the M4 LEs, in addition to the lack of infrastructure and clarity in the government policy, causing uncertainty and preventing individuals and private companies to acquire hydrogen vehicles, were the higher capital and running costs for hydrogen vehicles. Therefore, there is still a significant need for government funding to help address these gaps.

The UK Hydrogen Strategy

This included a number of funding programmes which could help to support the delivery of the Swindon and Wiltshire Hydrogen Strategy; some of which were also referenced in the Ten Point Plan (November 2020).

- Research and innovation: £60m Low Carbon Hydrogen Supply 2 Competition which closed in July 2021 future rounds are unknown. The competition aimed to provide funding for projects that can help develop a wide range of innovative low-carbon hydrogen supply solutions. The competition was split into two streams:
 - Stream 1, with 2 phases:
 - Phase 1 for feasibility studies with technology readiness levels between 4 and 6, valued at up to £300,000 per project
 - Phase 2 for projects from Phase 1 demonstrations at up to £6m per project.
 - Stream 2 supporting demonstration of projects that are closer to market with technology readiness levels between 6 and 7, with up to £10m per project to demonstrate the hydrogen supply opportunities.
- Net Zero Hydrogen Fund (NZHF, £240m) supporting new low carbon hydrogen production to 2025, addressing commercial risk and high production costs. The eligibility criteria have not been published for this fund.
- CCUS infrastructure: £1bn for the Carbon Capture and Storage (CCS) Infrastructure Fund)
- Hydrogen Business Model to provide long-term revenue support to hydrogen producers to overcome the cost challenge of producing low carbon hydrogen compared to cheaper high-carbon alternatives,
- Low Carbon Hydrogen Standard, which will include maximum acceptable levels of greenhouse gas (GHG) emissions associated with low carbon hydrogen production and the methodology for calculating these GHG emissions, was also announced in the strategy document.

UKRI

UKRI is currently developing its plans to be approved and announced following the Autumn Statement with competitions being run from 2022 onwards,

Other funding options

Private investment option with several developers and operators looking to operate locally.



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Meeting & Date:	SWLEP Board Meeting – Thursday, 27 January 2022		
Subject:	Chief Executive’s Report		
Attachments:	None		
Author:	Paddy Bradley	Total no of sheets:	5

Papers are provided for:	Approval <input checked="" 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. The Board shows its appreciation to Colonel Nev Holmes whose last Board meeting this will be. He has been promoted to Brigadier and is taking up a new role leading The Army’s Cadet Force. Colonel Gary McDade is taking over at Tidworth as Commander South West for The Army.
- 2.2. Six Directors reach the end of their three-year tenure in July 2022 and these Board Directors are asked to give the Chair and CEO confirmation of their intention to extend their Directorship or otherwise. Due to the difficult economic and social conditions brought about by the Covid pandemic, BEIS has brought in exemptions to the conditions of the National Local Growth Assurance Framework, to which all LEPs have to comply, which facilitate easier processes for extending Directors’ tenure and making new appointments. The report includes a proposal about how to manage the process of the six Directors reaching the end of their three-year tenure.
- 2.3. The Plan for Growth, which we are developing as our key strategic document to replace the Local Industrial Strategy, was due to be presented to the Board at this meeting as a consultation draft. This has been delayed due to continuing uncertainty about the role of LEPs and the direction of Government strategy about “Levelling-Up”.
- 2.4. We will meet colleagues from BEIS on 10 February to hold our Annual Performance Review meeting. The outcome will be available in time to update the Board at the meeting on 24 March. All documentation has been sent through and initial preparatory discussions have begun

3. Recommendations

- 3.1. The Swindon & Wiltshire Local Enterprise Partnership Board is asked to:
 - 3.1.1. offer its appreciation to Colonel Nev Holmes who is stepping down as a director; and



3.1.2. note the following:

- 3.1.2.1. six directors reach the end of their three-year tenure in July 2022;
- 3.1.2.2. the delay in consulting on a draft Plan for Growth until there is clarity on the role of LEPs and the policy of levelling-up the country; and
- 3.1.2.3. the arrangements in place for the SWLEP's annual performance review undertaken by BEIS.

4. Detail

Changes to Board Director membership

4.1. Our Governance Framework provides the structure for the procedures we follow to enable Directors to extend their membership of the Board beyond the initial three-year term.

“Board Directors who are not Standing Members of the Board are appointed for three years, this term may be extended for a further three years with the agreement of the Board, that is, a maximum of six years from the date they were first appointed to the Board, irrespective of the position they may hold or be appointed to during that period. In exceptional circumstances, to support business continuity, this term can be extended annually for up to a further year with the Board’s agreement. This annual extension can only happen a maximum of three times, that is, an absolute maximum of nine years tenure in total.”

Paragraph 9, section F Assurance Procedures in the Governance Framework.

4.2. We have two factors to consider:

- 4.2.1. Colonel Nev Homes is resigning as a director as he is leaving his post as Commander South West and his Army role will be taken on by Colonel Gary McDade; and
- 4.2.2. six Directors, including the Chair and the two Deputy Chairs reach the end of their three-year tenure in July 2022.

4.3. BEIS has recognised that the Covid pandemic and the LEP Review have created difficult conditions for continuity of Board Governance. As a result, the department has introduced exemptions to the National Local Growth Assurance Framework, which will make it easier to maintain continuity in Board membership. The exemptions are described in Appendix I to this report.

4.4. At the time of writing, the CEO has a meeting planned with Colonels Holmes and McDade to introduce Colonel McDade to the SWLEP and the current involvement of the military. From a strategic point of view, the Board’s engagement with the military has been welcomed by both sides.

4.5. Directors whose three-year tenure expires in July 2022 are asked to confirm their wish to extend their term to the Chair and CEO as soon as possible. The directors are: Paul Moorby, Alison North, Mandy Clarke, Keeran Vetrico, Andrew Gudgeon and Carole Kitching.



Plan for Growth

4.6. The Plan for Growth Working Party and the Board's subgroups have discussed our approach to a Plan for Growth to replace the Local Industrial Strategy and become our key strategic document. The consensus of opinion in those groups is to pause development and not bring a consultation draft to this meeting as planned as we need greater clarity from Government on the future role of LEPs and the policy on "Levelling-Up". The implication of this delay is to move any approval process for a plan for Growth into the next financial year. The SWLEP Executive team will bring a proposal to the March Board on the Business Plan for 2022-23 as we do anticipate that by then we will know more about the future direction of Government policy and the extent to which we can drive our own ambitions through a local strategic approach.

Annual Performance Review

4.7. Each year, the SWLEP, as do all 38 LEPs, undergoes a formal performance review by BEIS against government criteria for governance, strategic impact and funding delivery. Our meeting is scheduled for 10 February. Following the meeting, BEIS manages a moderation process across the country to ensure consistency and then we are notified by letter of our performance. Within each of the three categories we are measured as to whether we have met or not met the criteria. Our past performance has always been to have met the criteria.

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, 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>



Natural Capital PhD Project

Presentation

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Meeting & Date:	SWLEP Board Meeting – Thursday, 27 January 2022		
Subject:	Business Cyber Centre (BCC) – Mobilisation Update Report		
Attachments:			
Author:	Tom Marshall	Total no of sheets: (inc cover sheet)	3

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

- 1.1 The purpose of this report is to provide an update to the SWLEP Board on the mobilisation of the Business Cyber Centre (BCC).
- 1.2 This report specifically covers the following areas:
 - Mobilisation
 - Budget
 - Staffing
 - Launch
- 1.3 The presentation of this paper at the public Board session will focus on the mobilisation of the BCC.

2. Recommendations

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

- 2.1 note the contents of this report and the progress made to date; and
- 2.2 referenced in point 6.3, the Board is recommended to approve the date of Tuesday, 10 May for the launch event for the BCC.

3. Mobilisation:

- 3.1 SWLEP was awarded £3.7m from the Getting Building Fund for the capital refurbishment and mobilisation of the BCC, to be defrayed by 31 March 2022. Refurbishment works remain on track for completion by 31 March 2022.
- 3.2 The BCC mobilisation team has tendered for and procured suppliers and contractors to undertake the refurbishment works at the BCC. With the GBF grant being allocated to the Swindon and Wiltshire LEP, where possible, these suppliers and contractors were procured from, or as close to, the Swindon & Wiltshire region. Figure 3.1 shows the breakdown in locality of suppliers currently engaged in refurbishment works at the BCC.

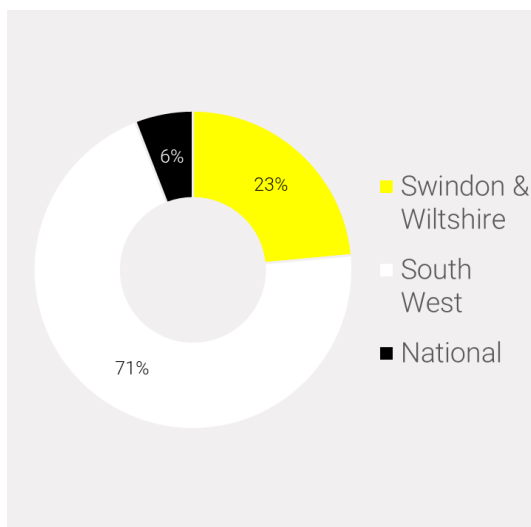


Figure 3-1: Percentage split of suppliers and contractors to BCC (17 total)

3.3 SWLEP has successfully applied for and achieved recognition for the Swindon & Wiltshire Cyber Cluster (SWCC) by UKC3. £700,000 of funding has been made available by DCMS through UKC3. SWCC has received approval for approximately £45,000 of administration funding for the regeneration of the Cluster. The SWCC mobilisation team is developing a new website and communications plan, with launch events targeted for Spring 2022 at the BCC.

4. Budget

4.1 The defrayment of the £3.7m GBF grant remains on track for March 2022. The table below shows actual spend to date against forecasted spend by March 2022.

	Forecast	Actual
Area	Total	Total
Stage 1 Works (Strip Out)	£ 117,226.51	£ 117,226.51
Stage 2 Works (Fit Out)	£ 2,025,553.40	£ 282,944.29
Furniture	£ 421,926.00	£ -
Soundproofing & Internal Fittings	£ 90,190.00	£ -
AV	£ 108,273.00	£ -
Technology	£ 275,000.00	£ -
Brand & Digital	£ 100,000.00	£ 91,461.22
Professional Fees - External	£ 319,363.20	£ 271,943.15
SWLEP Programme Management	£ 192,761.10	£ 192,761.10
Client Contingency	£ 49,706.79	£ 2,743,663.73
Total	£ 3,650,293.21	£ 956,336.27

Table 4-1: Forecast and Actual spend to date

5. Staffing

5.1 The BCC team has expanded, including recruitment to the roles below:

5.1.1 Assistant Manager (formally referred to as Business Centre Manager), responsible for front of house and experience day-to-day at the BCC. With the Commercial Operations Manager, the Assistant Manager will coordinate the recruitment of a small team to ensure service and experience at the BCC is nothing but exceptional.

5.1.2 Project Manager – Cyber Networks, responsible for revitalising the Swindon & Wiltshire Cyber Cluster. Once the BCC is open, the Project Manager will be actively engaging those in the building (where possible) to further enhance engagement and the ecosystem.

6. Launch

6.1 The BCC mobilisation phase is due to complete on 31 March 2022, with occupants taking residence from 1 April.

6.2 Local elections take place on 6 May 2022 in Swindon. There are no local elections in Wiltshire in 2022. As such, pre-election period guidelines will be in place for councillors in Swindon from 24 March.

6.3 The BCC mobilisation team is working with BEIS as funders, along with DCMS, Cabinet Office and the local MP's office for ministerial attendance at the launch event.

6.4 A list of invitees is to be developed and suggestions are welcome.

6.5 On this basis, it is recommended to the Board for approval that the launch event for the BCC takes place after local elections have taken place, on the proposed date of **Tuesday, 10 May 2022.**

7. Items for March 2022 Board Meeting

7.1 The BCC refurbishment project will be almost at its close, therefore an update on spend, mobilisation and refurbishment progress, staffing and sales will be provided.



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Meeting & Date:	SWLEP Board Meeting – Thursday, 27 January 2022		
Subject:	Q1-Q3 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-Q3 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 and a profile of the capital and revenue position of our GPIF budget.
- 2.2. The income position has improved since Q1 and the current total operating margin for Q1 to Q3 is 27% of the total income. This is a healthy financial position to be in.
- 2.3. We are maintaining a close watch on spending in the light of current uncertainty about when we will receive a range of anticipated funds, including putting a freeze on appointments unless the posts are related to directly contracted programmes requiring the achievement of performance targets.
- 2.4. Costs have reduced quarter by quarter reflecting our caution.
- 2.5. The Q3 figures include some income and cost areas which will be updated in the Q4 report as they were not resolved by 31 December 2021. For example, this includes Q3 interest on GPIF loans which was not transferred in time to our account and expenditure on products and services for the Business Cyber Centre which we have not yet been able to claim back.

3. Recommendations

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

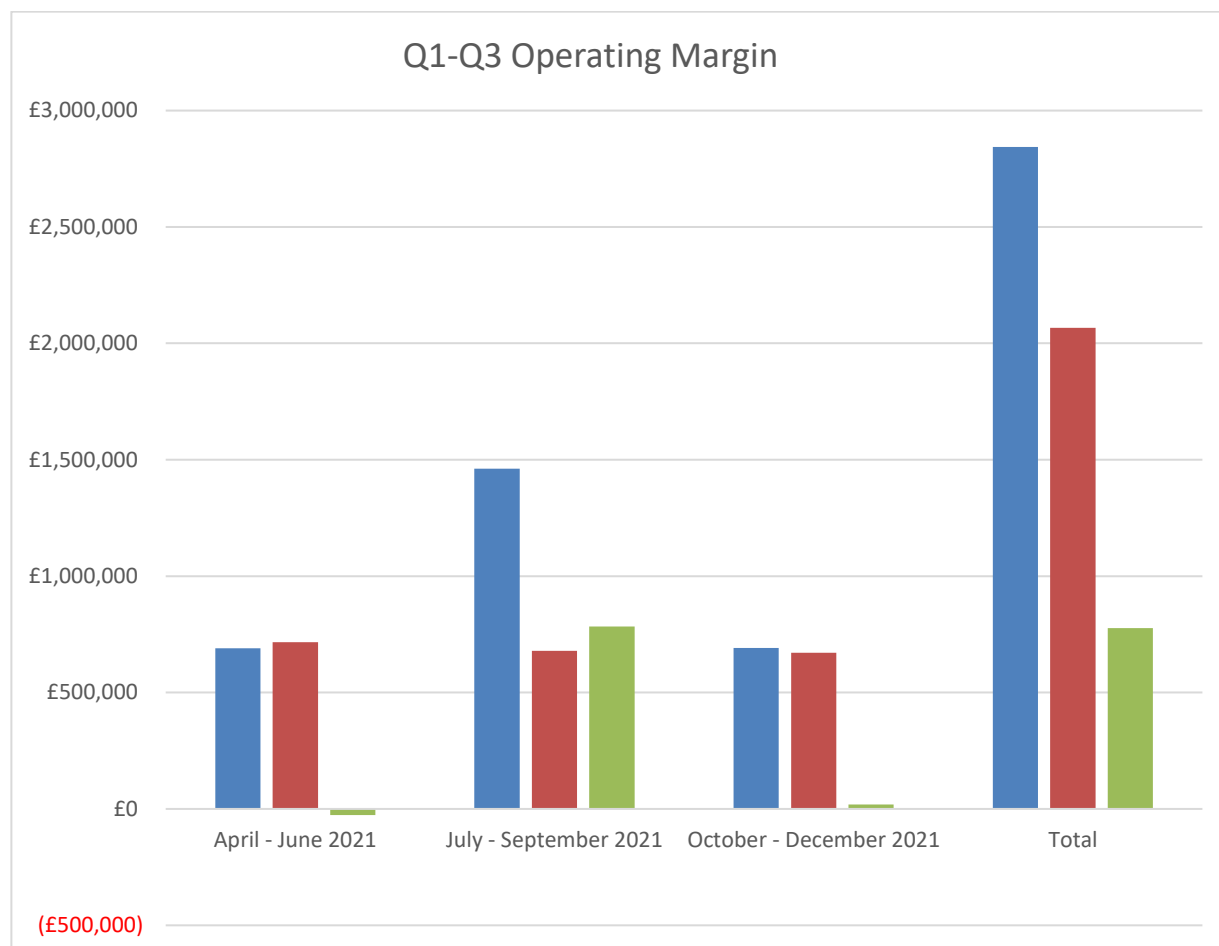
- 3.1. note the Q1-Q3 2021-22 Budget Report.

4. Detail

4.1. Table I Q1-Q3 2021 Budget Report

Operating Margins			
Swindon and Wiltshire Local Enterprise Partnership Ltd			
For Q1-Q3 ended 31 December 2021			
Account	Oct-Dec 2021	Jul-Sep 2021	Apr-Jun 2021
Turnover			
Interest Income	0.00	132,974.68	69,508.64
Other Revenue	675,013.52	1,321,394.02	620,927.81
Sales	14,100.00	0.00	0.00
SWLEP Conference & Expo	2,000.00	7,800.00	0.00
Total Turnover	691,113.52	1,462,168.70	690,436.45
Gross Margin	691,113.52	1,462,168.70	690,436.45
Administrative Costs			
Advertising & Marketing	17,023.98	20,980.47	28,765.34
Audit & Accountancy fees	944.60	8,451.80	11,643.60
Bank Fees	244.85	232.36	265.95
Business Intelligence	1,400.00	3,150.00	4,550.00
Consulting	56,409.31	107,827.92	63,384.00
Employers National Insurance	22,876.42	23,199.63	17,540.54
Entertainment-100% business	642.45	587.20	0.00
General Expenses	2,805.95	1,599.94	510.21
HR Support	2,256.25	260.00	958.75
Insurance	8,875.63	11,094.76	0.00
IT Software and Consumables	6,284.29	16,393.96	14,965.80
Legal Expenses	20,820.80	5,539.20	8,778.00
Pensions Costs	17,125.45	18,092.65	23,727.36
Postage, Freight & Courier	6.85	85.20	47.78
Printing & Stationery	13.98	172.98	0.00
Professional Fees	0.00	1,200.00	0.00
Rates	66,145.10	0.00	0.00
Recruitment	889.41	3,849.79	3,939.90
Rent	14,666.93	6,780.00	4,520.00
Salaries	216,608.25	221,156.34	219,508.68
Service Delivery	198,074.60	219,244.29	302,449.91
Staff Training	0.00	49.98	139.20
Subscriptions	10,634.70	6,450.99	9,247.39
SWLEP Conference and Expo	5,369.00	0.00	0.00
Telephone & Internet	1,100.47	2,576.01	1,239.04
Travel - National	266.59	19.10	235.08
Total Administrative Costs	671,485.86	678,994.57	716,416.53
Operating Margin	19,627.66	783,174.13	(25,980.08)

Table 2 Q1-Q3 Operating Margin summary chart



Income



Costs



Operating Margin

	Income	Costs	Operating Margin
April - June 2021	£690,436	£716,417	£-25,980
July - September 2021	£1,462,169	£678,995	£783,174
October - December 2021	£691,114	£671,486	£19,628
Total	£2,843,719	£2,066,897	£776,822



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Meeting & Date:	SWLEP Board Meeting – Thursday, 27 January 2022		
Subject:	Programme Status Report		
Attachments:	None		
Author:	Claire Alexander	Total no of sheets: (inc cover sheet)	11

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.

2. Summary

- 2.1 There are 27 live projects as summarised below.

Green	Amber Green	Amber Red	Red
18	8	1	0

3. Local Growth Fund (LGF)

- 3.1 Projects continue to complete, such as M4 Junction 15, and post March 2021 the only remaining projects will be those delivered in partnership with other Central Government agencies. Wiltshire Council has completed the various works under their contracted control and design, with all remaining works are being delivered by third party government agencies, and therefore, they now assume a monitoring role and will move to exception reporting to the SWLEP Board.
- 3.1 The LGF data submission for the period April to October 2021 was submitted in November 2021 and has been accepted by the funder, with no queries to date. SWLEP wishes to acknowledge the guidance from BEIS with regard to these new reporting arrangements and the commitment from Officers, to not only meet the deadlines but to provide accurate and meaningful data. The next report for the period November to March will be submitted in May 2022.

4. Getting Building Fund (GBF)

- 4.1 Projects progress and SWLEP is working with Scheme Promoters to ensure all GBF funding is appropriately defrayed by 31 March 2022. One project in particular has been impacted by COVID-19 and the Brexit effect with many specialist suppliers ceasing to trade as a result of the disruption caused by the ongoing pandemic. The Carriage Works is a large regeneration project, delivered across a number of phases, and involves the repurposing of listed buildings in a Heritage Zone, to create enterprise space and associated employment opportunities. Whilst much progress has been made with regard to the exterior shell and changes to elevations, procurement of specialist materials required for internal works has been challenging and the project is now experiencing time delays close to the end of the funding window. The required materials are highly specified, and therefore adopting alternative materials or amending planning consent driven specifications is simply not permitted.
- 4.2 Swindon Borough Council, the Scheme Promoter, has proactively identified the need for a capital swap at the year end. This is permitted by the funder, Ministry of Housing Communities and Local Government, as set out in its Getting Building Fund grant offer letter dated 10 May 2021, under a process known as 'Freedoms and Flexibilities' and is a process that is widely used across LEPs.
- 4.3 This technical finance process enables the Accountable Body to swap funds between capital programme monies held on behalf of SWLEP. This will be administered as part of the year end, and programme end funding processes, as was the case for LGF in March 2021. A written paper will be presented to the SWLEP Board for approval in March 2022, which will also summarise the financial performance of GBF as the programme funding window comes to an end.

5. Growing Places Infrastructure Fund (GPIF)

- 5.1 Three new loans were granted and executed during the period, totalling £3.2m.

SWLEP Programmes Status Report
27 January 2022



LGF Funded Projects

Project Ref	Project Name	Lead	Project Cost (£'m)	LGF Grant (£'m)	Previous	Current	Notes
LGF/1617/00 4/CSH	Chippenham Station Hub*	WC	13.00	13.00	G	G	GWR and NR are now progressing their elements of the works and the lift will be operational Autumn 2022, once the safe walking route, part of the GWR works is in place.
LGF/1516/00 3/EV (iii)	New Eastern Villages - A420 Gablecross	SBC	8.73	4.40	AG	AG	Discovery of uncharted utilities had created some time delays and works are moving toward completion, to include the central roundabout.
LGF/1516/00 3/EV (iib)	New Eastern Villages – West of A419, Nythe and Piccadilly	SBC	3.82	2.93	AG	AG	Discovery of uncharted utilities had created some time delays and works are moving toward completion of drainage works on Oxford Road and installing kerbs on Dorcan Way South and Oxford Road North.
LGF/1718/00 3/CCPM	River Park* (Salisbury)	WC	18.0	6.06	AG	AG	Project to be delivered by Environment Agency and remains on track.

**Wiltshire Council has completed the various works under their contracted control and design, with all remaining works are being delivered by third party government agencies, and therefore, they now assume a monitoring role and will move to exception reporting to the SWLEP Board.*

SWLEP Programmes Status Report
27 January 2022



Getting Building Fund (GBF)

Project Ref	Project Name	Lead	Project Cost (£'m)	LGF Grant (£'m)	Previous	Current	Notes
LEP/GBF/GD 404	Carriage Works (Swindon)	SBC	7.0	4.0	AG	AR	Good progress has been made during the period with regards to the external construction and building elevations, however, this project has been impacted by COVID-19 and Brexit issues. Many of the materials required are specialist, as relate specifically to the listed building status and due to the pandemic, many suppliers are no longer trading, creating challenges around availability of materials, costs and this is impacting on scheduling and completion of works.
LEP/GBF/GD 403	Porton Collaborative Innovation Centre	WC	10.25	2.0	G	G	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 has now been secured.
LEP/GBF/GD 401	Business Cyber Centre	SWLEP	4.2	3.7	AG	AG	With the strip out now complete refurbishments are underway with great progress being made. Official launch events are now being shaped and planned for Spring.

SWLEP Programmes Status Report
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Skills & Enterprise Projects

Project Ref	Project Name	Lead	Previous	Current	Notes
LEP/GEN/001/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	Continued progress has been made during the period.

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.

SWLEP Programmes Status Report
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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	AG	£1,250,000 loan in place with repayment to SWLEP by December 2024. There has been some delay to their capital project works as a result of the pandemic and restrictions on overseas contractors attending site.
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	n/a	G	£2,000,000 loan in place with repayment to SWLEP by October 2026.
LEP/GPIF/016 /CP2	Clinical Partners (2 nd Loan)	SWLEP	n/a	G	£1,050,000 loan in place with repayment to SWLEP by December 2025.
LEP/GPIF/017 /SL	Seamach Ltd	SWLEP	n/a	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/1516/00 3/EV (v)	New Eastern Villages - White Hart Junction	SBC	30.12	28.20	AG	G	Good progress has been made during the period with works around bridge parapets, roundabout pavements and traffic signal controls progressing.
LGF/1516/00 3/EV (iv)	New Eastern Villages. Southern Connector Road	SBC	30.57	11.60	G	AG	Good progress has been made during the period. Construction completion has been delayed due to ecology and archaeology and acceleration methods are currently being evaluated.
LGF/1617/00 2/WI	Wichelstowe Southern Access	SBC	25.86	22.90	G	G	Substantial completion took place in December 2021 and final works to landscaping and final surfacing works are being completed.

Completed Projects

Project Ref	Project Name	Oversight	Project Cost	LGF Element
LGF/1617/001/A350	A350 Dualling Bypass	WC	7.10	7.10
LGF/1516/001/A350	A350 Improvement	WC	3.34	1.67
LGF/1516/002/A429	A429 Malmesbury	WC	2.00	1.40
LEP/GPIF/001/CAS	Castledown Business Park	WC	GPIF	n/a
LGF/1617/004/CSH	Chippenham Station Hub - Business Case Development	WC	0.35	0.35
LGF/1617/004/CSH	Chippenham Station Hub - Station Improvements	GWR	0.87	0.87
LGF/1516/006/CD	Higher Futures	WC & SBC	n/a	n/a
LGF/2021/001/ICCE	Innovation Campus for Circular Economy	ICCE Mgt Ltd	0.20	0.20
LGF/1516/005/LSTF	LGF Sustainable Transport Package	SBC	3.75	3.75
LGF/16/17/010/JNC17	M4 J17 Capacity Improvement	WC	1.79	0.50
LGF/2020/001/J15	M4 Junction 15	SBC	17.5	3.00
LGF/1617/007/MH	Mansion House (Corsham)	WC	3.90	2.50
LGF/1516/003/EV (iia)	New Eastern Villages - Greenbridge Roundabout	SBC	5.34	2.00
LGF/1516/004/PSP	Porton Science Park	WC	10.10	4.00
LGF/1819/004/CCT LGF/1819/003/FSG LGF/1819/002/ILS	Salisbury Recovery Projects	WC	0.85	0.85
LGF/1617/008/SBX	Swindon Bus Boulevard	SBC	6.00	3.00
LGF/1617/011/SCQ	Swindon Cultural Quarter	SBC	0.25	0.25
LHG/1617/003/SRT	Swindon Quality Bus Corridor (Rapid Transit)	SBC	8.92	8.92
LGF/16/17/009/UFB	Ultra-Fast Broadband	WC	3.00	1.00

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LGF/1718/002/WCL	Wiltshire College Lackham	WCL	9.20	8.20
LGF/1718/001/WCS	Wiltshire College Salisbury	WCL	15.30	13.83
LEP/GPIF/002/WG	Woods Group	SWLEP	GPIF	n/a

LGF/1516/003/EV (i)	New Eastern Villages - Great Stall Bridge	SBC	Project no longer LGF funded.	
LGF/1617/009/YWA	A350 Yarnbrook/West Ashton	WC	Project no longer LGF funded	

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)	AG	AR	AR	R
	3	AG	AG	AR	AR
	2	G	G	AG	AR
	1 (Unlikely)	G	G	AG	AG

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**

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, 27 January 2022		
Subject:	Business Action Plan Q3 update Oct-Dec 2021		
Attachments:	Appendix 1: Q3 Business Action Plan performance report		
Author:	Debby Skellern	Total no of sheets:	21

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 October to December 2021.

2. Summary

- 2.1. This paper presents an update summary on activity covered by SWLEP's three subgroups. Despite the delay in the publication of the LEP Review Recommendations, SWLEP team has continued to mobilise its strategic priorities and a summary of activity is presented in appendix 1: Q3 Business Action Plan Update. Please note that it has not been possible to collate the detailed performance output figures as this stage and so the table usually provided is not included for this meeting. The March report will include a full analysis.
- 2.2. The report shows we have 17 active areas of activity with one area operating with an amber-red performance.
- 2.3. Activity does not include the programme performance summary information; this is presented as Item 8.0 on the Board agenda. This covers activity including the Getting Building Fund, Growth Hub, Careers Hub, Growing Places Infrastructure Funding (GPIF) capital loans and Local Growth Fund (LGF) and Getting Building Fund (GBF) programme reporting.

3. Recommendations

The SWLEP Board is recommended to:

- 3.1. note the progress made during Quarter 3 of the financial year 2021-22.

4. Appendices

Appendix 1: Business Action Plan Q3 Performance Report October-December 2021



Appendix I: Q3 2021-22 Business Action Plan update

Mobilising the Local Industrial Strategy: activity summary October to December 2021

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 31 December 2021	£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.		Active	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.		Active	G
	Q3 Oct-Dec 2021	Please see Programme Summary Board report		Active	G
Economic impact: innovation					
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.	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.		Active	G

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
	Q2 July-September 2021	The energy study is no longer required and funding will be returned to SWLEP.		Active	G
	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.		Complete	C
Economic impact: recovery and renewal					
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.		Active	G
	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

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
	Q3 Oct-Dec 2021	Work has continued to support the ICCE Steering Group to progress this project and identify a suitable location.			C
Environmental impact: low carbon, sustainable growth agenda					
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.		Active	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.		Active	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.		Active	AG
Environmental impact: low carbon, sustainable growth agenda					

Ref	Strategic Priority	Activity summary as of 31 December 2021	£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.		Active	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.		Active	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.		Active	G
	Economic impact: innovation				

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
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.		Active	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.		Active	G
	Q3 Oct-Dec 2021	Please see Programme Summary Board report. N.B. of the 15 active loans 12 are rated Green and three are Amber Green.		Active	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

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
	Q1 Apr-June 2021	SWLEP has supported the IoT with data and analysis to help progress its bidding work.		Active	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		Active	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.			
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

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
	Q1 Apr-June 2021	Memorandum of Understanding agreed with the Department of Education for 2021-22 SAP funding. Work continues to develop the Apprenticeship Strategy.	DfE	Active	G
		Three Kickstarters joined SWLEP in April. Apr-Jun figures will be reported in Q2.	DWP	Active	
		The Careers Hub continues to work with 63 schools and colleges to help raise the career aspirations of young people.	DfE	Active	AG
	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

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
	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
Social impact and economic impact: recovery and renewal					
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			
Social impact and economic impact: recovery and renewal					

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
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.		Not started	On hold
	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.		Not started	On hold
	Q3 Oct-Dec 2021	Work remains at the planning stage.			
	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	
	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	G

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
	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
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		Active	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.		Active	AG
	Q3 Oct-Dec 2021	Close contact with and support 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.		Active	AG
Environmental impact: low carbon and sustainable growth					

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
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	
	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		Not started	
	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 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'.		Proposed	
Environmental impact: low carbon and sustainable growth					

Ref	Strategic Priority	Activity summary as of 31 December 2021	£source	Status	RAG
IIP	Rail strategy Summary March 2021	Rail Strategy Working Group convened with the two UAs.		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
	Q2 July-September 2021	The Rail Strategy Working Group, decided to extend its remit to include all modes of transport 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 the 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.		Active	G
	Q3 Oct-Dec 2021	The Rail Working Group, renamed as the Infrastructure Working Group an 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.		Active	G
	Economic and environmental impacts				

Business Environment Foundation					
Ref	Strategic Priority	Activity summary as of 31 December 2021	£	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.		Active	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.		Active	AG
	Q3 Oct-Dec 2021	Please see Programme Summary Board report		Active	AG
	Economic impact: innovation and recovery and renewal				
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 £462k, BEIS Peer Networks £150k.		Active	G

Ref	Strategic Priority	Activity summary as of 31 December 2021	£	Status	RAG
	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.		Active	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
Economic impact: recovery and renewal					

Places Foundation					
Ref	Strategic Priority	Activity summary as of 31 December 2021	£	Status	RAG
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
	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	Please see Programme Summary Board report			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 31 December 2021	£	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	Project to be delivered by Environment Agency and remains on track.		Active	AG
	Q3 Oct-Dec 2021	Please see Programme Summary Board report	Active	AG	
Social impact: regeneration Economic impact: recovery and renewal					
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.		Active	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.		Active	G

Ref	Strategic Priority	Activity summary as of 31 December 2021	£	Status	RAG
	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.		Active	G
Economic impact: recovery and renewal					
SPI1 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.		Active	G
	Q2 July-September 2021	Work has commenced to calculate the value of Natural Capital assets.		Active	G
	Q3 Oct-Dec 2021	The Rural Economy Sector Group (RESG) met in November 2021 and received an update presentation on the Natural Capital PhD. The PhD work continues with fortnightly supervision meetings with the University of Bath and SWLEP.		Active	G
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	

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			
Economic impact: recovery and renewal; Environmental impact: low carbon, sustainable growth					



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Meeting & Date:	SWLEP Board Meeting – Thursday, 27 January 2022		
Subject:	Growing Places Infrastructure Fund (GPIF)		
Attachments:	None		
Author:	Phil Clement Head of Investment	Total no of sheets:	2

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 an update to the Board in relation to the impact of the Growing Places Infrastructure Fund (GPIF) and the existing pipeline.

2. Summary

- 2.1 The report reveals that the GPIF loan fund has leveraged significant added value in terms of additional jobs created (approximately 800), new commercial floorspace created (in excess of 250,000 sq ft) and additional finance secured, either from the companies own resources or other private/public funds (in excess of £40m).
- 2.2 There is currently £4.8m available to allocate and the existing pipeline includes at least three projects likely to come to the March Board for approval, totalling up to around £1.6m. Further work is being done to promote the programme to potential applicants.

3. Recommendations

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

- 3.1 note the added value created by the GPIF Funds and how they support the SWLEP's strategic priorities.

4. Detail

- 4.1. The Growing Places Infrastructure Fund is a loan fund of £12.17m that can be used for capital purposes, such as plant and machinery or building refurbishment. It cannot be used for revenue purposes, such as staff costs. The SWLEP encourages applicants to



apply for loans of between £150,000 to £2m to support 'shovel ready' projects and there is an open call for proposals.

- 4.2. A GPIF Loan Working Group, consisting of two SWLEP Board Directors and two Advisers, carry out the due diligence on applications, with input from Wiltshire Council's Finance Team and the SWLEP's Head of Investment. This group assesses whether projects are taken to the SWLEP Board for sign-off.
- 4.3. In addition to an on-line application, information the Working Group assesses includes:
 - previous years' audited accounts (if available)
 - cashflow forecast detailing the company's ability to repay the loan;
 - credit rating of the business (Wiltshire Council use a company called DueDil);
 - collateral on offer to use as security; and
 - alignment to the SWLEP's priorities in the emerging Plan for Growth.
- 4.4. Since 2016, the programme has loaned out £12.86m to 17 projects, with two companies each receiving two loans to support their continued growth.
- 4.5. Businesses receiving loans could from a range of sectors including recycling, electronics, food manufacturing and supply, low carbon energy generation, digital technology applied to mental health provision, electric vehicle charging infrastructure, research and development into design of wind turbines and into the low carbon generation of construction materials. Finally, our funding has helped a social enterprise develop housing and training facilities for vulnerable military veterans. Many of the companies are enthusiastic exporters and significant overseas orders have been supported by the loan funds.
- 4.6. The projects were a major contributor to the SWLEP's Local Industrial Strategy and now will support outputs towards the LEP's emerging Plan for Growth. These 16 projects have leveraged the following:
 - 4.6.1 815 jobs new jobs either created or forecast to be created;
 - 4.6.2 over 250,000 sq ft of new commercial floorspace;
 - 4.6.3 £13m of additional funds leveraged from applicant firm's own funds;
 - 4.6.4 £17.5m of other private funds leveraged; and
 - 4.6.5 £11.8m of additional funds from other public sector sources.
- 4.7. A further three companies are in advanced talks with the SWLEP to apply for funds totalling up to around £1.6m and additional promotional work will be undertaken to bolster the pipeline.