



Attendees	Paddy Bradley (PB) - SWLEP Tim Burghes (TB) – SWLEP Growth Hub Becky Butland – NFU, covering Andrew Whitcombe’s maternity leave Ruth Lambert (RL) – Federation of Small Business Robin McGowan - Salisbury BID Tim Major (TM) - Thames Valley Chamber Swindon Amanda Peach – SWLEP Higher Futures Andy Rhind-Tutt (AR-T)- Salisbury Chamber Dee Temple-Multon (DT-M)- Business West Peter Wragg (PW) – VisitWiltshire
Apologies	David Andrews – VisitWiltshire Phil Clement – SWLEP Ian Larrard - Business West Diane Powell - Swindon BID Colette Mallon – SWLEP Andrew Mercer (AM) – Business West, SWLEP Growth Hub John Mortimer (JM) – SWLEP Chair Mandy Paterson (MP) - Inspire by Wessex Chamber Leigh Robinson (LR) – Thames Valley Chamber Stephen Tulip – Make UK Guy Tullberg - Institute of Directors Beverley Waters – ICAEW
Guest(s)	David Bullock and Marcia Daniels, Highways England Matt McGinn, Crimestoppers (left the meeting at 12.50pm) Richard and Lucy Knight, Insight6
Chair	Peter Wragg (PW)
Minutes	Deborah House (DKH)
Venue	Wiltshire College & University Centre, Southampton Road, Salisbury, SP1 2LW
Start time	12 noon
Finish Time	2pm

1.0	Welcome and Introductions	Date
	The Chair thanked Wiltshire College & University Centre Salisbury Campus for hosting the meeting today. He welcomed attendees to the meeting and apologies were noted.	
2.0	Minutes of meeting on 6 November 2019 and matters arising	
	The minutes of the meeting held on 6 November 2019 were read and approved. <ul style="list-style-type: none"> contact existing BID people in Chippenham and follow-up <ul style="list-style-type: none"> – PB had met with the Chippenham BID Manager, Kathryn 	



	<p>Crossweller, and obtained information about the businesses and the type of activity undertaken;</p> <ul style="list-style-type: none"> • Business Health report PB to discuss with partners outside the meeting – the SWLEP had decided to fund this report as it was in the initial stages; • Salisbury Chamber Churchfields meeting on 6 December – AR-T advised that the meeting had been attended by Paul Johnson, Transwilt, who discussed the potential for widening a single-track section in Salisbury. PB informed the meeting that this had been mentioned in SWLEP’s Rail Strategy. • AR-T also advised that the School Business Forum was going well. Schools now had to work with businesses to achieve the Gatsby Benchmark. <p>Action: invite Careers Hub Lead, Shona Taylor, to present to the group to explain the Gatsby Benchmarks and the work of the Careers Hub.</p> <ul style="list-style-type: none"> • The challenge theme this year was “Climate Change”. Last year the challenge was won by a girls’ school which started a hearing project for hearing loops as one of the team was deaf. Salisbury was looking to be a hearing friendly city. A grant had been issued for this. The Chair asked AR-T to keep the group informed of developments. • BusinessWest’s Manufacturing Cluster – DT-M advised that the start of this initiative had been pushed back to March 2020. 	<p>May 2020</p>
<p>3.0</p>	<p>Crimestoppers</p>	
	<p>Matt McGinn (MM) of Crimestoppers presented to the meeting. (The presentation given on the day can be accessed via the following link: https://swlep.co.uk/docs/default-source/sub-groups/business-development/brog/crimestoppers-2020.pdf?sfvrsn=be2069f5_2 .)</p> <p>MM gave the back story as to why he had taken up with Crimestoppers. He was keen to reach businesses which could promote the campaigns and provide ambassadors who could spread the word of this very worthwhile service. He was a committee of one and any additional input would be appreciated. He explained that Crimestoppers was not tied to the Police and was completely anonymous helping solve crimes that might otherwise have gone unsolved owing to fears of reprisals etc.</p> <p>Action: MM to provide ambassador leaflet to DKH for sending out to group members.</p> <p>The members of the group were keen to assist with this initiative and Salisbury BID and Salisbury Chamber advised MM of various events where the organisation could be promoted and also via the SWLEP Growth Hub.</p> <p>Action: RMcG and AR-T to make contact with MM.</p>	<p>Feb 2020</p> <p>Feb 2020</p>



4.0	A303 Stonehenge business engagement	
	<p>David Bullock (DB) and Marcia Daniels (MD) presented to the meeting. (The presentation given on the day can be accessed via the following link: https://swlep.co.uk/docs/default-source/sub-groups/business-development/brog/swlep---a303-stonehenge-db-12-2020.pdf?sfvrsn=afec2a37_2)</p> <p>Questions were raised by members as follows:</p> <ul style="list-style-type: none"> • if the fund was set at £1.6bn, how much would the project have to overspend to be declared not worth progressing? DB responded that a range of affordability limits had been set in the tender process; • there would be ground conditions that were yet to be discovered. DB responded that Highways England had collected extensive ground samples and hydrology was monitored by several water monitoring sites along the route; • that not one sole UK contractor would be prepared to bid for the project. The response was that the size of the project could mean international bidders or UK consortiums, although this information remained confidential at the moment; • had the supply chain for smaller businesses such as sandwich providers or taxis for this large project been considered? BusinessWest offered to assist in the same way it had with Hinkley Point; • had design issues been taken into account for the net zero pressures as this environment was changing so rapidly. DB responded that sustainability would be included in contracts; • had marketing within local communities been considered to advise that the city was still open for business so that small businesses would not suffer. A strategy would be implemented and all constructors would be working under the “be a good neighbour” banner. <p>MD advised that Highways England was keen to engage with the business community and a survey could be completed to advise them of areas of concern etc about the project. They would continue to engage with this group at appropriate stages of this project.</p> <p>Action: the Chair asked Highways England to engage with David Andrews of VisitWiltshire regarding this project.</p> <p>Action: bring project back to group in due course for further discussions.</p>	<p>Feb 2020</p> <p>Aug 2020</p>
5.0	GradTalent	
	<p>AP of Higher Futures presented to the meeting. (The presentation given on the day can be accessed via the following link:</p>	



https://swlep.co.uk/docs/default-source/sub-groups/business-development/brog/higher-futures-brog---12th-february.pdf?sfvrsn=571563c9_2 .)

AP advised the meeting about the funding available for SME Apprenticeships via Levy Transfer between January and March 2020. Previously, SMEs had been limited to a prescribed set of training providers. This restriction had now been removed, enabling non-levy paying SMEs to contract with any training provider.

AP explained the platform called GradTalent. This was a Bath Spa University project working with several local HE providers, including University of Bath and Bath College, which was supported by SWLEP to match up local graduates with local employers. This was a free service for employers and Bath Spa would provide support to the graduates. Use the link below.

<https://gradtalentdevelopmentagency.com/>

Action: AP to send leaflet of details to Deborah for forwarding to group members.

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AP also advised the meeting of the mini MBA Taster sessions with UWE for upskilling employees. The taster sessions were set up as a series of modules which were beneficial in their own right, but also added to the overall MBA should staff wish to proceed with the course. Anyone interested should contact Chris Stevens of Higher Futures.

Chris.stevens@swlep.co.uk

There was also a Learning Hub on the website which detailed all the higher education courses available by local providers in the area which could be distilled down into levels, locality and subjects. The Growth Hub would give access to this information, so group members were asked to encourage their members to register.

6.0 Business health report

Richard and Lucy Knight presented to the meeting. (The presentation given on the day can be accessed via the following link:

https://swlep.co.uk/docs/default-source/sub-groups/business-development/brog/brog-surveys-insight6-12-feb-2020.pdf?sfvrsn=25c66116_2 .)

The findings of their research were detailed in the presentation, but they asked people to consider the frequency of surveys, survey fatigue and that



	<p>each organisation had a slightly different agenda which would dilute the survey with additional questions.</p> <p>PB addressed the meeting and asked for opinions on the production of a report on the state of the economy in the Swindon & Wiltshire area. There was a lot of information already available on the area. Sections could then be left for the organisations to put in their own findings of their membership. The attendees agreed that this would be a good start. The time of publication would be timed for approximately 2nd/3rd week of September and prior to the growth Summit in October.</p> <p>Action: maintain item on agenda for future meetings.</p>	<p>May 2020</p>
7.0	AOB	
	<p>The Chair thanked presenters for interesting presentations and then asked all attendees for any general updates.</p> <ul style="list-style-type: none"> • AR-T stated that Salisbury Chamber was looking forward to working with SWLEP on the Growth Summit 2020 on 7 October. (PB advised that the RFQ for the event management had been issued, but the sponsorship element was holding some companies back from submitting their proposals. The deadline was Friday, 14 February.) The Chamber's AGM was taking place on 11 March 2020 at the Red Lion when there would be a new Board of Directors. The AGM would start at 6pm followed by a dinner. The schools challenge would start in the Summer. • DT-M advised the meeting that the Brexit Transition hotline was still open and there were still lots of incoming calls. • TM stated that TV Chamber in Swindon had just published its plans and priorities. He had telephoned exporting members and was told that order books were full and they had never been busier. However, they were concerned about the 31 December deadline. • BB sated that NFU members were now in the process of planting for Spring. They were however wary about the upcoming Environment & Agricultural Bill and that it would not be detrimental to farmers. • PB advised that the recruitment was now underway for a new SWLEP Chair and that the March Board would probably be the last one John Mortimer would attend. He asked group members to promote the recruitment to their membership. • RMc advised that the BID had just received 20% return on its members' annual survey, the results of which he would be able to discuss at the next meeting. • PW updated the meeting about the Royal Artillery Museum (RAM) which was due to open in March 2022. Archaeological surveys were underway and the tender for the building work would be issued this month, going to planning in March. This is a project worth £8.5m. VisitWiltshire was bidding into a Discover England fund to secure appropriate operational funding. The Great West Way was doing 	



	very well, and it was in discussion with the other LEPs along the route to submit a bid to Government to make the Great West Way into one of the Tourism Zones.	
9.0	Date and time of next meeting	
	Wednesday, 6 May 2020, – 12 noon - 2pm Wiltshire Air Ambulance, Outmarsh, Semington, Wiltshire, BA14 6JX Future Meetings 2020: Wednesday, 5 August Chemring Countermeasures, High Post, Salisbury SP4 6AS Wednesday, 4 November Digital Mansion Corsham, Pickwick Road, Corsham, SN13 9BL	
	Meeting closed at 2.05pm	

Membership	<p>John Mortimer – SWLEP Chair</p> <p>Business Improvement Districts (BIDs):</p> <ul style="list-style-type: none"> • Salisbury – Robin McGowan, (RMc) • Swindon – Diane Powell, (DP) <p>BusinessWest – Ian Larrard (IL) OR Dee Temple-Multon (DT-M) CBI – Deborah Fraser, (DF)</p> <p>Chambers of Commerce:</p> <ul style="list-style-type: none"> • Devizes – Richard • Inspire by Wessex Chamber – Rob Perks (RP) OR Mandy Paterson (MP) • Salisbury – Andy Rhind-Tutt, (AR-T) • Thames Valley – Leigh Robinson, (LR) • Thames Valley Swindon – Tim Major, (TM) <p>CLA – name to be advised Federation of Small Business – Ruth Lambert (RL) Icaew – Beverley Waters Institute of Directors – Guy Tullberg, (GT) Make UK – Stephen Tulip (ST) NFU – Andrea Witcombe (AW) SWLEP – Paddy Bradley, (PB) / Phil Clement, (PC), / Colette Mallon, (CM) / Chris Stevens (CS), North / Amanda Peach (AP), South VisitWiltshire – David Andrews (DA) OR Peter Wragg (PW)</p>
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Azizul Nasta 19 May 2020