



Membership

Name of Member	Organisation	Attendance
David Andrews (DA)	VisitWiltshire	✓
Chris Baish (CB)	New College	✓
Layla Burrows (LB)	Innovate UK	✓
Kathryn Crosweller (KC)	Chippenham Chamber	Apologies – maternity leave
Kez Garner	Trowbridge Chamber	
Ruth Lambert (RL)	Federation of Small Business, FSB	✓
Emily Manser (EM)	BEIS Representative	✓
Lee McQuade (LMcQ)	DIT	Apologies, moved on and no representative yet
Robin McGowan (RMcG)	Salisbury BID	Apologies
Tim Major (TM)	Thames Valley Chamber	✓
Sue Marchant (SM)	Cool Ventures	Apologies
Thomas Mason (TMa)	CLA	Apologies
Phil Mills (PM)	SWMAS	✓
Paul O'Collins (PO)	Innovate UK Edge (previously EEN)	Apologies
Mandy Paterson (MP) OR Rob Perks	Inspire by Wessex Chamber	✓
Andy Rhind-Tutt (AR-T)	Salisbury & District Chamber	
Anita Bellinger (AB)	InSwindon	
Sally Cook (SC), replaces Karen Taylor (KT)	DWP	✓
Dee Temple-Multon (DT-M) OR Ian Larrard	BusinessWest	Apologies
Stephen Tulip (ST)	MakeUK	✓
Beverley Waters (BW)	ICAEW	✓ - arrived 12.55pm
Andrea Witcombe (AWi)	NFU	✓

 Swindon & Wiltshire LOCAL ENTERPRISE PARTNERSHIP	Minutes of Business Intelligence & Networking Group Meeting (BING) 5 May 2021
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SWLEP: attendance will be dependent on topics discussed		
Claire Alexander (CA)	SWLEP	✓
Paddy Bradley (PB)	SWLEP CEO	✓
Phil Clement (PC)	SWLEP	Apologies
Dragana Houston (DH)	SWLEP	✓
Alison North (AN)	SWLEP Director	Apologies
Amanda Peach (AP)	SWLEP	Apologies
Debby Skellern (DS)	SWLEP	✓
Chris Stevens (CS)	SWLEP	✓
Swindon Borough Council: attendance will be dependent on topics discussed		
Chris Parsons (CP)	Swindon Borough Council	✓
Andrew Wells (AW)		Apologies
Wiltshire Council: attendance will be dependent on topics discussed		
Rory Bowen (RB)	Wiltshire Council	✓left at 1.30pm
Rachel Finlay (RFi)		Apologies
Russell Frith (RF)		✓
Sam Fox (SF)		Apologies
Victoria Moloney (VM)		
David Perrett (DP)		
Mandy Timbrell (MT)		

Guest(s)	David Dewart (DD), Swindon Borough Council ✓ David Battrick (DB) ✓, representing Business West in Dee Temple-Multon's absence Nynke Hunter (NH) ✓, representing Inspire by Wessex Chamber in Mandy Paterson's absence
Chair	Paddy Bradley (PB)
Minutes	Deborah House (DKH)



Venue	Via video / teleconference call
Start time	12.30pm
Finish Time	2pm

1.0	Welcome and Introductions	Date
	The meeting opened at 12.30pm. The Chair welcomed attendees to the meeting, explaining that Alison North had given her apologies so he (PB) would chair this meeting. Other apologies were noted.	
2.0	Minutes of meeting on 10 March 2020 and matters arising	
	<p>The minutes of the meeting held on 10 March 2021 were read and approved.</p> <p>Matters Arising:</p> <ul style="list-style-type: none"> • RLo and LB to establish contact regarding the cyber element and Innovate UK's upcoming event. COMPLETED • BING members requested to promote the event via their memberships. COMPLETED <p>LB advised the meeting that the event had been well received. Although a whole day had been given to discuss the topic of cyber, it was felt that this could have been explored further in a longer session. Businesses were keen to continue conversations with Innovate UK afterwards and it was keen to champion and support the sector. The organisation was now reviewing internally how to best support and deliver events in the region for 2021/22, either by operating in partnership with LEPs or in piggy backing on other events already taking place. For example, it was considering the TechSwindon event in October. Getting behind partners' events rather than populating the calendar with more was considered a better option. Thanks were given to PB and the SWLEP for the support for the event.</p> <p>Action: LB to give an overview of innovation strategy (for July) at future meeting.</p> <p>Action: LB to come back to the Group with events so that all can promote.</p> <ul style="list-style-type: none"> • Businesses to feedback views to Chair or CEO – PB to discuss later in the agenda. 	<p>30 June</p> <p>30 June</p>
3.0	Update on future High Streets Fund and Towns Fund by Swindon Borough Council	
	DD presented to the meeting on the plans for the use of the funding from the Future High Streets Fund and Towns Fund by Swindon Borough Council. The presentation can be accessed by following the link below.	



	<p>https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/brog/sbc-funds-update-5-may-21.pdf?sfvrsn=362967aa_5</p> <p>Thanks were given to PB and the SWLEP for help in securing this funding.</p> <p>RB added that he hoped to be in a position to give an update from Wiltshire Council at the next meeting. All the funds, such as Levelling Up, Shared Prosperity and UK Community Renewal Fund would produce a much larger impact when linked together. This was not just about the regeneration of town centres but would also present job opportunities in the process.</p>	
4.0	Labour Market Intelligence (LMI), Skills Plan and next steps	
	<p>DH presented to the meeting on Labour Market Intelligence for the Swindon and Wiltshire area. The presentation can be access by using the following link.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/brog/apr-2021-lmi---bing.pdf?sfvrsn=b7322f50_4</p> <p>Questions were raised about the dip in figures for February. SC advised the meeting that:</p> <ul style="list-style-type: none"> • the month of February was not always representative of the situation as it coincided with the end of seasonal work; • 1,510 18 to 24-year-olds were registered as claimants in Swindon, which represented a 174% increase on last year; • within the hospitality and retail sectors people may have chosen alternative job options rather than come off furlough. As yet there was not enough evidence to state definitively; • there were 99,000 live vacancies on the Kickstart scheme; • 4,500 were within the region; • 264 of which were with Swindon Job Centre and some of these had been filled; • the target was to fill 200,000 nationally with 10,000 starts in the region; and • the Government was now looking at pathways beyond the Kickstart Scheme as the first tranche has already started leaving the scheme. <p>The meeting was asked for insights from their membership groups. A large number of people would be coming on to the jobs market in the summer when Honda closed, and furlough was due to finish in October.</p> <p>DA advised that VisitWiltshire was receiving enquiries from start-up businesses which needed specific support to set up new tourism businesses such as accommodation and experiences. Apprenticeships did not work very well for tourism and hospitality businesses. Although VisitWiltshire could provide some level of technical advice, it was restricted by limited resource. It used to provide training courses, but no longer. But there was a definite need.</p> <p>Action: organisations which thought they could assist with such a course should contact DA.</p>	May 2021



	<p>PB advised the meeting of the DfE's Skills Accelerator Programme. Areas could test out the notion of Local Skills Improvement Plans (LSIPs) and employer representative organisations, like accredited chambers, for example Business West and Thames Valley Chamber, could bid to pull those LSIPs together in our area. LEPs themselves were not permitted to bid for the LSIPs, but the information contained within the Local Skills Report would be used. The SWLEP would support this work wherever possible and had already met with both Business West and Thames Valley Chamber. The Government's Strategic Skills Development Fund would be used to promote changes in the skills landscape and showed a genuine interest on behalf of the Government that businesses drive skills requirements. Colleges were also interested in what the Strategic Skills Development Fund would mean for them.</p>	
5.0	Update on Business Cyber Centre (BCC)	
	<p>PB presented an update on the Business Cyber Centre to the meeting. The presentation can be accessed using the link below.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/brog/swlep-bcc-bing-debrief-05-05-21.pdf?sfvrsn=ad6ae04c_7</p> <ul style="list-style-type: none"> • SWLEP had started the staff recruitment process. • SWLEP was close to finalising the lease on the building and would then go public with its location. • SWLEP would run the centre itself. • There would be a soft launch in December with a formal launch in January 2022. <p>Queries were raised about contacts made within the cyber environment, such as the UK Cyber Resilience Centre Network, the SWCRC and the cyber unit of the Wiltshire Police.</p> <p>Action: PB to make contact provided with the Wiltshire Police cyber unit.</p>	May 2021
6.0	Business Grants update	
	<p>RF gave an update on the situation regarding support grants from Wiltshire Council:</p> <ul style="list-style-type: none"> • Local Restrictions Support Grant (LRSB) was being re-opened; • grant enquiries were slowing; • Wiltshire Council had paid out more than £11m in Restart Grants to 1,520 businesses; and • in total more than £156m had been paid so far to Wiltshire businesses during the pandemic. <p>CP gave an update on the situation regarding support grants from Swindon Borough Council:</p> <ul style="list-style-type: none"> • a few schemes closed on 30 April; 	



	<ul style="list-style-type: none"> Restart grants were open up until 30 June; LRSF from 16 February to 31 March was still available; all other schemes had now finished; payments were being made fairly quickly; and money left in the Discretionary Fund was being used as a top up to businesses which had previously received money. Contact was made to applicants directly as they were already in the system. 	
7.0	Feedback and information from other partner organisations	
	<p>NH from Inspire by Wessex Chambers advised that its members were people looking for finance to grow, but not necessarily from banks, and for mentoring from non-exec directors to support them.</p> <p>Mentors such as this would also be beneficial to other organisations. Similar to the earlier item on the agenda in which Visit Wiltshire sought support from BING, this was a call to action for BING members.</p>	
7.0	Items proposed for future meetings	
	<p>Next meeting on 30 June:</p> <ul style="list-style-type: none"> Presentation by Natural England Update on Future High Streets Fund and Towns Fund by Wiltshire Council <p>Future Meetings:</p> <ul style="list-style-type: none"> Update on Porton Science Park Presentation by NHS Update from NFU on changes in farming environment since Lockdown and / or Brexit Migration – the effects on businesses since exiting the EU Institute of Technology update Impact on the economy of the removal of levels of COVID-19 restrictions 	
8.0	AOB	
	None	
	Date and time of next meeting	
	<p>Next meeting: Wednesday, 30 June - 12.30pm – 2pm</p> <p>Future Dates for 2021: No meeting scheduled in August Wednesday, 8 September - 12.30pm – 2pm (rescheduled to 15 September) Wednesday, 3 November - 12.30pm – 2pm (rescheduled to 10 November)</p>	
	Meeting closed at 1.58pm	

Alison North

2 July 2021