



Membership

Name of Member	Organisation	Attendance
David Andrews (DA)	VisitWiltshire	Apologies
Chris Baish (CB)	New College	✓
Layla Burrows (LB)	Innovate UK	Apologies
Sally Cook (SC)	DWP	Apologies
Kathryn Crosweller (KC)	Chippenham Chamber	Maternity leave
Kez Garner	Trowbridge Chamber	✓
Anwen Jones (AJ)	BEIS Representative	✓
Ruth Lambert (RL)	Federation of Small Business, FSB	✓
Awaiting replacement	DIT	
Robin McGowan (RMcG)	Salisbury BID	Apologies
Tim Major (TM)	Thames Valley Chamber	✓
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	
Dee Temple-Multon (DT-M) OR Ian Larrard	BusinessWest	✓
Jim Davison (JD)	MakeUK	
Beverley Waters (BW)	ICAEW	Apologies
Andrea Witcombe (AWi)	NFU	✓



SWLEP: attendance will be dependent on topics discussed

Claire Alexander (CA)	SWLEP	✓
Paddy Bradley (PB)	SWLEP CEO	Apologies
Phil Clement (PC)	SWLEP	Apologies
Dragana Houston (DH)	SWLEP	✓
Alison North (AN)	SWLEP Director	✓
Amanda Peach (AP)	SWLEP	✓
Debby Skellern (DS)	SWLEP	✓
Chris Stevens (CS)	SWLEP	Apologies

Swindon Borough Council: attendance will be dependent on topics discussed

Chris Parsons (CP)	Swindon Borough Council	Apologies
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Wiltshire Council: attendance will be dependent on topics discussed

Rory Bowen (RB)	Wiltshire Council	Apologies
Rachel Finlay (RFi)		✓
Russell Frith (RF)		Apologies
Sam Fox (SF)		Apologies
Victoria Moloney (VM)		
David Perrett (DP)		
Mandy Timbrell (MT)		Apologies

Guest(s)	Ariane Crampton (ACr), Wiltshire Council Phil Avery (PA) and Rob Fulford (RFu), Swindon Borough Council
Chair	Alison North (AN)
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 12.32pm. The Chair welcomed attendees to the meeting and apologies were noted.	
2.0	Minutes of meeting on 30 June 2020 and matters arising	
	<p>The minutes of the meeting held on 30 June 2021 were read and approved.</p> <p>Matters Arising:</p> <ul style="list-style-type: none"> LB to give an overview of innovation strategy at future meeting. LB advised that this would be ready within the next fortnight and if available she would discuss at next meeting. On Agenda for November meeting. <p>Other Matters Arising were completed or ongoing.</p>	Nov 2021
4.0	Business Grants update	
	<p>Item taken out of order.</p> <p>Wiltshire Council RFi updated the meeting on the grants issued by Wiltshire Council:</p> <ul style="list-style-type: none"> £176m had been issued since March 2020; and all schemes were now closed <p>Future funding streams:</p> <ul style="list-style-type: none"> preparing for the Shared Prosperity Fund as information became available; aligning with the Council's Business Plan, the Levelling Up agenda and Plan for Growth; largely place-based, with priority on regeneration and recovery; and the Council would use this meeting to advise of any further funding. <p>Swindon Borough Council RFu advised the meeting that grants had been issued and anyone requiring more information was to contact him off-line.</p>	
3.0	Draft Climate Strategy – Wiltshire Council and Swindon Borough Council	
	<p>Wiltshire Council ACr presented the Climate Strategy to the meeting. The presentation can be accessed by using the following link:</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/brog/2021/climate-presentation-sept-21-bing-meeting.pdf?sfvrsn=44b2bea2_8</p> <p>The strategy was currently in consultation and attendees were requested to complete the surveys and share with their membership. The Council would also like confirmation that it had included the right areas of focus within its strategy.</p>	



	<p>Swindon Borough Council RFu presented to the meeting. The presentation can be accessed by following the link:</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/brog/2021/bing-presentation---sbc-v2.pdf?sfvrsn=a10ac302_4</p> <p>There was discussion around the subject which included:</p> <ul style="list-style-type: none"> • a “how to” piece for residents and businesses to achieve energy reduction; • decarbonising heat and electricity and the use of smart grid technologies; • reducing avoidable waste and the use of waste as a resource; • increasing green skills through re-training and re-skilling, for example, gas boiler fitters into air source heat pumps engineers; • green energy tariffs which could be traced back to how the electricity was generated; • that Wiltshire Council was looking into the bulk purchase of solar panels, but it would make sense to do something across the whole of the Swindon and Wiltshire area and offered to assist Swindon Borough Council with the process; and • Target 2030 EU-funded SME business energy efficiency project run by the Severn Wye Energy Agency was available to businesses in Swindon and Wiltshire to audit a company’s energy usage and recommend a route to net zero. The project offers a free business survey and up to 30% grant to cover recommended improvements. <p>Both Councils were thanked for their presentations and attendees were encouraged to respond to the surveys and consultations as much as possible.</p> <p>Action: Both Councils to return to give an update at a future meeting.</p>	Date TBA
5.0	Feedback and information from partner organisations	
	<ul style="list-style-type: none"> • AN advised the meeting of the date of 7 October 2021 for the SWLEP’s annual conference and asked the attendees to become involved. • CB gave an update regarding the Institute of Technology. Although the name of the funder was currently embargoed, he advised that the IoT had secured some funding to deliver free training on short course digital skills remotely. This would be free to employers. Those interested were to contact him. • AW updated the attendees on a recent meeting the NFU had held in Wiltshire. There were currently significant labour issues within the farming supply chain, for example, one dairy had poured its milk down the drain because there had been a shortage of tanker drivers and it could not be collected. The NFU had collated a report on labour issues the farming sector was facing. <p>The report can be found by following the link below.</p>	



	https://www.nfuonline.com/nfu-online/westminster/labour-availability-final-report-2021-26-august/	
6.0	Items proposed for future meetings	
	<ul style="list-style-type: none"> • NHS • Experience Salisbury • Update on Porton Science Park • Update from NFU on changes in farming environment since Lockdown and / or Brexit • Migration and the effect on businesses since exiting the EU • Institute of Technology update • Impact on the economy of the removal of levels of COVID-19 restrictions 	
7.0	AOB	
	<p>Frequency of meetings for 2022. Retain the meeting schedule for November 2021.</p> <p>For 2022, schedule a meeting in January and March and then look to move back to quarterly thereafter.</p>	
	Date and time of next meeting	
	<p>Next meeting: Wednesday, 10 November - 12.30pm – 2pm</p> <p>Future dates to be confirmed for 2022: January March</p>	
	Meeting closed at 1.35pm	

Alison North

11 November 2021