



Membership

| Name of Member | Organisation | Attendance |
|---------------------|----------------------|----------------------------|
| Paddy Bradley (PB) | SWLEP CEO | ✓ |
| Mandy Clarke (MC) | SWLEP Board Director | ✓ |
| Tom Marshall (TM) | SWLEP | ✓ - left meeting at 1.38pm |
| Alison North (AN) | SWLEP Board Director | ✓ |
| Debby Skellern (DS) | SWLEP | Apologies |
| Chris Stevens (CS) | SWLEP | ✓ |
| Prof Ian White (IW) | SWLEP Board Director | Apologies |

| | |
|--------------------|---|
| Guest(s) | Jenna Hunt ✓ - joined meeting at 2.04pm |
| Chair | Alison North (AN) |
| Minutes | Deborah House (DKH) |
| Venue | Via video / teleconference call |
| Start time | 1.30pm |
| Finish Time | 3.30pm |

| 1.0 | Welcome and Introductions | Date |
|-----|--|------|
| | The meeting opened at 1.30pm. The Chair welcomed attendees to the meeting and apologies were noted. | |
| 2.0 | Minutes and Matters Arising | |
| | <p>Minutes from the meeting 9 March 2022 were approved.</p> <p>Matters Arising:</p> <ul style="list-style-type: none"> Growth Hub to measure its impact by, for example, researching on Companies House for the businesses we had supported which would give turnover and profit. Update: This approach would be resource heavy. The SWLEP received Red Flag alerts which looked at business performance and such data was available for Swindon and Wiltshire. Growth Hub to carry out a pulse survey with businesses to ascertain the level of impact from the situation in Ukraine being felt immediately, the possible impact if the situation were to go on for three months, and then again for six months. Update: Although there was no set questionnaire for this information, the Navigators pose this in the general conversation when talking to | |



| | | |
|------------|--|---------------------|
| | <p><i>businesses. The impression given was that those impacted were very low.</i></p> <ul style="list-style-type: none"> • Growth Hub to provide information/analysis on the two points above. See above. <p>Action: A Case Study provided would be issued to attendees.</p> | May 2022 |
| 3.0 | Business Cyber Centre update | |
| | <p>TM presented to the meeting and highlighted the progress of the Business Cyber Centre project. The publicly available presentation can be accessed by using the following link.</p> <p>https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/business-environment-subgroup---main-meeting/2022/20220509-swlep-bcc-bes-update-public.pdf?sfvrsn=5314964c_4</p> <p>Budget Of the £3.7m of public funding, TM is completing an analysis of contractual amounts by business and geographical location.</p> <p>Upcoming Events Swindon & Wiltshire Cyber Cluster</p> <ul style="list-style-type: none"> • 24 May would be the Swindon & Wiltshire Cyber Cluster with speakers proposed from Splunk and UKC3. • The event would take place in the BCC café and 18 businesses had already registered. • Alan Hill of Splunk and Andy Cuff of CND had joined the Steering Group. <p>Conference</p> <ul style="list-style-type: none"> • The inaugural conference was scheduled for 30 June titled Cyber ICE (Cyber Innovation Collaboration Education) • Richard Yorke from UKC3 was due to speak • Speakers at the conference would include local, regional and possibly international representatives. BCC was member of Global EPIC, which was run from the University of Boston. It was hoped that they would be able to send a representative, or at least provide a talking head video. • Work continued on a series of further events <p>Funding via UKC3</p> <ul style="list-style-type: none"> • A bid submitted to UKC3 for 2022/23 of £108,000 had originally been accepted • Now the cluster had been told to revise the bid by 50%. <p>Launch event 10 May</p> | |



| | | |
|-----|--|--|
| | <ul style="list-style-type: none"> Over 100 attendees were expected at the event which included some journalists, such as BBC Radio Wiltshire, Anita Janes from The Business Exchange and Gary Lawrence of Meadow Communications. <p>Additional comments:</p> <ul style="list-style-type: none"> Thanks would be extended to the Project Steering Group at the Board Meeting. The biggest risks to the SWLEP were those associated with the BCC. Review the risks associated with the cyber centre at the next meeting. VAT registration would mean £90,000 returned from the £477,000 paid in the current quarter, which would go into the BCC account. There were further VAT repayments totalling more than £500,000. The biggest challenge would be to attain high levels of tenancy to make the venture profitable. The process is now largely complete to transition from the Project Steering Group to oversight by the Business Environment Subgroup. We were at an early stage in discussions with Mintivo about a cyber service offering, which had potential for not only the SME market in Swindon and Wiltshire, but also UK-wide. <p>The Business Environment Subgroup: NOTED the contents of the presentation and points of clarification were raised during the session.</p> | |
| 4.0 | Growth Hub update | |
| | <p>CS presented to the meeting and updated the activity of the Growth Hub. 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/business-environment-subgroup---main-meeting/2022/business-env-subgroup-update---may-2022.pdf?sfvrsn=8e4f0604_4</p> <p>Key points made were concerning:</p> <ul style="list-style-type: none"> Financial and output summary of 2021/22 (Slides 2-5) Growth Hub funding and delivery picture for 2022/23 (Slides 6-7) Commercial opportunities (Slides 8-10) <p>The commercial opportunities section produced much discussion.</p> <p>There were intentions to move LEPs back within the Local Authority structure and work was already underway around the country. SWLEP was in a position to make its own decision on how, or if, it wanted to do this. SWLEP had thrived not being part of the local government structure and so continuing development of its</p> | |



| | | |
|-------------------|--|--|
| | <p>business support programmes would lead to a diminishing reliance on government funding.</p> <p>The intention was to build out those commercial elements of the service to engender self-sustainability, getting businesses to join and building a buzz around the offer. The Growth Hub would continue to offer a basic service for free to all businesses maintaining a strong business voice, but to build in addition a membership driven offering to provide an added value service.</p> <p>The 13 SWLEP staff was based on £400,000 of funding. However, there was now a 50% reduction in that funding and SWLEP would be subsidising the service from its reserves. The company would be able to do this in the short-term, but it was not a long-term option. CS would be more focused on the expansion of the service, and Rob Creer would be focussed on the basic business support service which would be very broad and free of charge. It was up to the Growth Hub to explain the differentiation.</p> <p>There could be an option to build dedicated bid teams into our resources should it be felt necessary in the search for funding.</p> <p>The Business Environment Subgroup: NOTED the contents of the presentation and points of clarification were raised during the session.</p> | |
| <p>5.0</p> | <p>Delivery Plan update</p> | |
| | <p>PB gave an update to the meeting on the proposed Delivery Plan.</p> <p><i>To confirm the name is the Delivery Plan. Previous iterations have been called the Business Action Plan or the Plan for Growth. These names are now defunct.</i></p> <p>Consideration needed to be given to how SWLEP was going to meet Government priorities and head towards commercialisation etc. Which aspects were we going to do as part of public funding and which commercially? The Plan would clearly set out these details for the Board in order to track progress.</p> <p>The three main commercial streams for SWLEP would be:</p> <ul style="list-style-type: none"> • the BCC as a trusted source of cyber resilience; • Growth Hub + to be the business support service; and • GPIF as a good pipeline of loans for businesses. <p>The Plan would set out a five-year plan for sustainability of the SWLEP.</p> <p>The Business Environment Subgroup: NOTED the verbal update and points of clarification were raised during the session.</p> | |



| | | |
|------------|--|--|
| 6.0 | Items for the next meeting | |
| | <ul style="list-style-type: none">• Performance reports on the Business Cyber Centre and the Growth Hub. (TM and CS)• Developing the Business Environment Subgroup's contribution to the Delivery Plan. (PB and DS)• Business opportunities arising from a green economy. (PB)• Review the risks associated with the BCC.• Melody Thompson was picking up Inward Investment from Phil Clement now he was working with Gfirst. Next week she would be attending the UKRiif conference in Leeds and feedback could be provided.• With the termination of the Business Cyber Centre Steering Group now the Centre was operational, the BCC would be monitored through the Business Environment Subgroup. | |
| | Date and time of next meeting | |
| | Next meeting: Monday, 4 July – 1.30pm to 3.30pm Future Dates for 2022: Monday, 19 September – 1pm to 3pm and Monday, 7 November – 1.30pm to 3.30pm | |
| | Meeting closed at 2.52pm | |

Alison Nosta

11 July 2022

SWLEP Deputy Chair