

# AGENDA

## Business Environment Subgroup

**Date:** 17 January 2022

**Time:** 1pm – 3pm

**Venue:** Microsoft Teams

Name	Organisation	Attendance
Mandy Clarke (MC)	SWLEP Board Directors	Tentative
Alison North (AN)		✓
Prof Ian White (IW)		
Paddy Bradley (PB)	SWLEP	✓
Chris Stevens (CS)		✓
Tom Marshall (TM)		✓
<b>Guests:</b>		
	Debby Skellern (DS)	Tentative
	Suzanne Wigmore (SW)	✓
<b>Chair:</b>	Alison North	
<b>Minutes:</b>	Deborah House	

Item	Timing	Topic	Paper No.	Lead
1.0	1pm	Welcome		AN
2.1	1.05pm	Minutes from the meeting 9 November 2021	Paper 2.1	AN
2.2		<p>Matter Arising:</p> <ul style="list-style-type: none"> <li>Future performance reports should include budget details covering the use of public funds with detail on actual v budgeted and if there were any issues – the impact of the issue both positive and negative. (TM). <b>ON AGENDA</b></li> <li>Once the BCC was operational, reports, written or verbal, should provide a good briefing for AN and IW ahead of the upcoming Board Meeting so that they can respond to questions from a position of knowledge. <b>ONGOING</b></li> </ul>	Verbal	



Item	Timing	Topic	Paper No.	Lead
		<ul style="list-style-type: none"> <li>investigate interactions between businesses and Growth Hub to understand the extent to which business support from the SWLEP had been essential to business survival. (CS) <b>ON AGENDA</b></li> <li>Engage early with stakeholders to understand what current practice may translate into the Plan for Growth. (DS) IW to provide an example from the University of Bath.</li> </ul>		
3.0	1.10pm	Business Cyber Centre update including: <ul style="list-style-type: none"> <li>progress on refurbishment;</li> <li>tenants;</li> <li>staffing; and</li> <li>Swindon &amp; Wiltshire Cyber Cluster.</li> </ul>	Presentation	TM
4.0	1.35pm	Growth Hub updates including: <ul style="list-style-type: none"> <li>programmes;</li> <li>Peer Networks; and</li> <li>the production of the Impact Report.</li> </ul>	Paper 4.0	CS
5.0	2pm	Update on green skills and green jobs from the Skills & Talent Subgroup meeting on 12 January.	Paper 5.0	PB
6.0	2.15pm	Plan for Growth update	Verbal	PB / DS
7.0	2.25pm	Is there a role for SWLEP in supporting the adoption of the Living Wage?	Discussion	SW
8.0	2.50pm	Items for the next meeting	Verbal	AN
9.0	2.55pm	AOB		AN
		Next meeting: Monday, 17 January 2022  Further meetings: Wednesday, 9 March 2022 – 2pm to 4pm		
	<b>3pm</b>	<b>Close</b>		