



**Membership**

<b>Name of Member</b>	<b>Organisation</b>	<b>Attendance</b>
Paddy Bradley (PB)	SWLEP CEO	✓
Tom Marshall (TM)	SWLEP	✓
Alison North (AN)	SWLEP Board Director	✓
Chris Stevens (CS)	SWLEP	✓
Prof Ian White (IW)	SWLEP Board Director	Joined at 1.42pm

<b>Guest(s)</b>	Jenna Hunt (JH) - Cities and Local Growth Unit representative ✓ David Dewart (DD) - Swindon Borough Council ✓ Rachel Finlay (RFi) Apologies / and Rory Bowen (RB) ✓ - Wiltshire Council Sarah Pearce (SP) ✓ / Laura Arlott (LA) / and Melody Thompson (MT) ✓ - SWLEP
<b>Chair</b>	Alison North (AN)
<b>Minutes</b>	Deborah House (DKH)
<b>Venue</b>	Via video / teleconference call
<b>Start time</b>	1pm
<b>Finish Time</b>	3pm

<b>1.0</b>	<b>Welcome and Introductions</b>	<b>Date</b>
	The meeting opened at 1.03pm. The Chair welcomed attendees to the meeting. Apologies were noted.	
<b>2.0</b>	<b>Minutes and Matters Arising</b>	
	Minutes from the meeting of 6 March 2023 were approved.  The Matter Arising was on the agenda.	
<b>9.0</b>	<b>AOB</b>	
	Item taken Out of Order.  The elections in Swindon Borough Council had seen a change in administration to Labour with the previous Council Leader, David Renard, losing his seat at Haydon Wick. New members of the Cabinet would be confirmed at the next meeting on 19 May.	
<b>3.1</b>	<b>Business Cyber Centre (BCC) Performance Report</b>	



TM spoke to the meeting and the presentation can be accessed by following the link below. (Slide 2)

[https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/business-environment-subgroup---main-meeting/2023/09-may/20230509-swlep-bcc-bes-update.pdf?sfvrsn=2a432391\\_3](https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/business-environment-subgroup---main-meeting/2023/09-may/20230509-swlep-bcc-bes-update.pdf?sfvrsn=2a432391_3)

Key points:

- a new member was an Italian based cyber security company which would be joining the BCC in late May;
- Franco's café was going well, and an operational feedback meeting was due to take place soon;
- the recent Google Digital Garage had been a strong event and wanted to return to the BCC in the future;
- the CyberICE 2.0 event on 10 May was expecting 150 attendees; and
- SWLEP was keen to maintain a level of conversation with the business park landlords. They were very impressed with the opening of the café which also added to the feel of a campus-type model.

Other tech companies, like Barclays Eagle Labs (were looking to expand into the area) and 365 also held events to showcase their products, although we were not aware if Microsoft did this. But these were other potential clients.

The BCC Team was now concentrating efforts on how best to use the space overall.

3.2

**Cyber ICE 2.0 Conference update (included in above)**

**The Business Environment Subgroup:  
NOTED the contents of the report.**

3.3

Report on recent visits to:

- **UK Cyber Conference, Belfast**

MT spoke to the meeting and detailed the value of SWLEP's presence at the conference by increasing awareness, contacts, and knowledge. Photographs can be accessed by using the link below:

[https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/business-environment-subgroup---main-meeting/2023/09-may/belfast.pdf?sfvrsn=a8dbfffe\\_3](https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/business-environment-subgroup---main-meeting/2023/09-may/belfast.pdf?sfvrsn=a8dbfffe_3)

**Action: PB requested notes on the contacts made and any follow-ups, so we would be able to track.**

- **Defence Industry Technology & Training Conference, Rotterdam**

**May  
2023**



	<p>Details can be found in the presentation link at Item 3.1 (Slides 3-4).</p> <p>TM spoke to the meeting and explained that this was one of the leading conferences for this sector dealing with advanced defence training through technology. The event was hosted by Clarion Events and attracted defence customers and contractors.</p> <ul style="list-style-type: none"> <li>• Attendance was to garner the relationship with Clarion as a defence event organiser, specifically with the aim to bring such events to the BCC integrating with the MOD</li> <li>• TM had spoken on the Disrupted Technology (DisTec) stage</li> <li>• LA had attended the event to learn about the innovative training technology, such as VR, which had both defence and civilian applications and was valid across all sectors.</li> </ul> <p>LA added that:</p> <ul style="list-style-type: none"> <li>• hybrid learning was beneficial to the student, the teacher and the end service user;</li> <li>• hybrid learning benefited a training gap that was evident previously between classroom to practical, for example, with surgeons or engineers, making them more prepared;</li> <li>• immersive technology and environments enabled learners to experience risk-free scenarios, from accident management to clinical procedures;</li> <li>• this buffer learning improved confidence and even trained in muscle memory;</li> <li>• ‘Retain through Training’ made better training which was more inclusive and more sentient and would prevent drop outs through physical and mental lapse; and</li> <li>• the technology also meant that teaching could remain up to date and free up resources.</li> </ul> <p><b>Action: LA to put together presentation to deliver at the next meeting.</b></p>	<p><b>July 2023</b></p>
<b>4.0</b>	<b>Growth Hub performance report</b>	
	<p>CS spoke to the meeting and presented the table from the paper which detailed the targets and outcomes from the SME Competitiveness Programme:</p> <ul style="list-style-type: none"> <li>• focussed on this Programme as per the request from the last meeting;</li> <li>• a debrief was being organised on lessons learnt etc when the Programme finished;</li> <li>• there would be a gap in support when this Programme finished, but other activity was being put together to compensate</li> </ul>	



	<p>The biggest gap from target was shown in the CI outcomes. But several of the outputs had exceeded targets. Overall, they were still classed as a very set strong of results and implied that engagement had been good, but the project had been particularly affected by the style of delivery. The Team had to be extremely agile to deliver this not in a normal face-to-face format. With the benefit of hindsight this could maybe had been done differently.</p> <p>The Team had applied to reduce the output targets by 50% in the CI category via a Project Change Request (PCR). 165 had been the original target, but this had been drafted prior to the pandemic. The outcomes achieved were in fact the numbers requested in the PCR, which in the end the Managing Agency recommended was not necessary to submit. However, the outcomes also did not reflect the numbers of businesses which had received over three hours of support (P13s) but had not hit the 12 hours specified to be counted for CIs. Those extra hours were not qualified.</p> <p>All these conditions would be set out in the Summative Assessment and would provide the context for the outcomes achieved.</p> <p><b>The Business Environment Subgroup: NOTED the contents of the report.</b></p>	
<p><b>5.0</b></p>	<p><b>Wiltshire Council’s “Doing business with us” event update</b></p>	
	<p>RB spoke to the meeting. The event had been held to explain Wiltshire Council’s procurement process to local businesses. He stated that internally the event had been well received, well attended and productive, generating a lot of ongoing action.</p> <p>The Chair had attended the event and stated that there had been a lot of engagement, with the Procurement Team delivering well. Comments made were taken on board. For example, it was sometimes difficult to respond to the brief within the scope requested when innovation could sometimes provide the answer to that and more. But there was not enough flexibility to offer that, so it was hoped that there would be changes to the system in future.</p> <p>Wiltshire Council was required to make the Register of Contracts available in order that businesses could prepare for any upcoming tender process.</p> <p><b>Action: RB to ascertain whether the slides had been circulated to attendees.</b></p>	<p><b>May 2023</b></p>
<p><b>6.0</b></p>	<p><b>Rural Economy Sector Group (RESG) update</b></p>	
	<p>PB spoke to the meeting and outlined the discussion at a recent Rural Economy Sector Group (RESG) meeting which included a very good session on supporting military leavers into training and employment within the agriculture and forestry sectors.</p>	



	<p>With the area’s large swaths of agricultural land and high proportion of serving military and their families, opportunities within the rural sector seemed a good fit for Service Leavers. 15,000 military personnel leave the services each year working with the Careers Transition Partnership (CTP) to get them into employment or training. But neither the Service Leavers nor CTP knew enough about the opportunities on offer within this sector or how to access them. For example, Defra had started training grants for people in forestry and tree maintenance.</p> <p>This meeting had brought all stakeholders together with the common aim to get military leavers into jobs. An event planned for next June would showcase the region as a whole and help us to retain ex-military personnel with jobs in the area.</p>	
<b>7.0</b>	<b>Labour market and general economic outlook</b>	
	<p>PB present to the meeting.</p> <p>The presentation highlighted:</p> <ul style="list-style-type: none"> <li>• the popular industries within Swindon and within Wiltshire;</li> <li>• jobs and skills demand, with a lot more jobs being advertising at the moment which seemed to indicate a pickup in the economy, but also that some positions were not being filled and re-advertised;</li> <li>• 80% of the jobs did not seek any form of educational level qualification;</li> <li>• 56,500+ unique job postings amongst 5,000 employers with the postings staying open for approximately 42 days; and</li> <li>• NHS was the heaviest advertiser for vacancies at total of 19,463 in Swindon and Wiltshire;</li> </ul> <p>For more information, the presentation can be accessed via the link below.</p> <p><a href="https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/business-environment-subgroup---main-meeting/2023/09-may/rfa-and-job-and-skill-demand---6.5.23-data.pdf?sfvrsn=33967137_3">https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/business-development/business-environment-subgroup---main-meeting/2023/09-may/rfa-and-job-and-skill-demand---6.5.23-data.pdf?sfvrsn=33967137_3</a></p> <p>This report would be produced every quarter and would track the financial health of the businesses in our area and could be done for specific towns, although this would be more difficult. Similar reports could also be produced outside the geographical area of Swindon and Wiltshire.</p>	
<b>8.0</b>	<b>Items for the next meeting</b>	
	<ul style="list-style-type: none"> <li>• Size of business for growth</li> <li>• What businesses were actually experiencing, with sector deep-dive on structured conversations (not anecdotal) for example: <ul style="list-style-type: none"> <li>• were jobs in the area being created where they were needed?</li> <li>• average salaries</li> </ul> </li> </ul>	



	<ul style="list-style-type: none"> <li>• which skills were being advertised and with what level of qualifications?</li> <li>• what skills / people were moving in to do what jobs?</li> <li>• were higher level jobs being taken from outside the area?</li> <li>• Rural Economy Sector Group (RESG) update</li> <li>• How did AI impact businesses?</li> <li>• Information Security (InfoSec) - how were larger businesses operating their security?</li> </ul>	
	<b>Date and time of next meeting</b>	
	<p><b>Next meeting:</b> Monday, 3 July 2023 – 1pm to 3pm Online via Teams</p> <p><b>Future Dates for 2023:</b> Monday, 18 September 2023 – 1pm to 3pm Monday, 6 November 2023 – 2pm to 4pm Business Cyber Centre, Unit 7, Greenways Business Park, Chippenham, SN15 1BN</p>	
	<b>Meeting closed at 2.42pm</b>	

*Alison North*

Alison North - Chair

6 July 2023