Date: Wednesday, 18 January 2023
Time: 10am – 12 noon
Venue: via Microsoft Teams call

Name of Member	Organisation	Attendance
Rory Bowen (RB)	Wiltshire Council	✓
Paddy Bradley (PB)	SWLEP CEO	✓
David Dewart	Swindon Borough Council	✓ - left at 11.05am
Tom Harrison (TH)	SWLEP Director	✓
Victoria Moloney (VM)	Wiltshire Council	
Prof Maik Schneider (MS)	University of Bath	✓
Suzanne Wigmore (SW)	SWLEP Director	Apologies
Guest(s)	**SWLEP Comms** - Sarah Pearce (SP) ✓ **SWLEP Board Directors** Ramona Derbyshire (RD) ✓ - left the meeting at 11.50am Basit Mohammed (BM) ✓ - left the meeting at 10.55am **Cities & Local Growth Unit** Jenna Hunt (JH) ✓ **St Modwen** Sarah Fordham (SF) ✓ and Peter Davies (PD) ✓ Carys Allen (CA)✓ and representatives from Savills – Geraint Jones (GJ) ✓ / Victoria Button (VB) ✓ - arrived for their presentation Carli VanNiekerk (CvN) ✓ - Wiltshire Council, arrived for her presentation	
Chair	Tom Harrison (TH)	
Minutes	Deborah House (DKH)	

Item	Narrative	Deadline
1.0	**Welcome, introductions and apologies**	
	The meeting opened at 10.03am. TH welcomed everyone to the meeting. Introductions were made and apologies noted. TH advised that he would be chairing the meeting in SW's absence.	

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	No conflicts were declared.	
2.0	**Minutes and Matters arising**	
2.1	Approval of minutes from 3 November 2022.	
2.2	Matters Arising: • Action: the meeting would be updated by TH in January with progress of the APPG on Freight and Logistics. *Update: TH had spoken to the chair of the APPG, Viscount Waverley. As yet, there was nothing further to report.* Other matters Arising were on the agenda.	
3.0 Ideas		
3.1	**Sustainable Technologies update:** **Innovation Centre for the Circular Economy (ICCE)** PB spoke to the meeting and outlined the background to the initiative. Sustainable technology had been identified as a growth sector in the Swindon and Wiltshire area within the Local Industrial Strategy. We had been working closely with Prof Matt Davidson of the University of Bath and with businesses in and around Swindon to create an Innovation Centre for the Circular Economy (ICCE). With these partners a limited company had been formed with the aim of developing commercial products from the research. ICCE Ltd had also been linked to iCAST which was housed at the Carriageworks in Swindon, where the Universities of Bath and Oxford were working together. iCAST had received funds from the Getting Building Fund, as well as the Towns Fund and Research England which were being used for research & development and to refurbish space in the Carriageworks. The recycling of plastics was chosen as a viable commercial opportunity. The company, Recycling Technologies, had been involved in the initiative, but it had now gone into administration. We had tried to preserve the Intellectual Property (IP) for our area, but it had been purchased and the likelihood was that it would go out of the country. For this reason, it had been decided to close down ICCE Ltd at present. We continued to see a sustainable future for iCAST. A lot of university departments spent much time on bidding for grants. If we could get this onto a commercial footing, they would not have to spend valuable time on the bidding process. We remained absolutely committed to developing this further. We had made links to the health trusts in Bath, Swindon and Wiltshire and the West of England Academic Health & Science Network looking at sharps and plastics going into general waste. Pharma companies	

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	too used large quantities of PPE in their production process. We should like to develop the model on how this could be achieved.	
3.2	**Westbury Site Development Group** PB spoke to the meeting and outlined the background to the initiative. The Hills Group held the contract for the collection of waste in Wiltshire and managed a sorting site in Westbury. The Hills operation was based near the railway line, not easily seen and housed inside a large set of buildings. The company had bought up plots of land around the site. A Planning Application had been made for an incinerator on site, but there was local opposition. The planning application has been referred to the Planning Inspectorate for independent review with the outcome expected by Spring 2023 Local concerns included the outputs from any incineration process and the Site group had involved the University of Bath to understand what possibilities there may be to use a chemical process called pyrolysis. Through pyrolysis, dried waste would be heated to high temperatures (at or above 500°C), but without oxygen and so no burning takes place. The aim was to create a Centre of Excellence for the Circular Economy, generating heat and useful products, including hydrogen from the waste. The first step was to produce a masterplan for the site which would enable a discussion about what might be possible to develop on the site. The group would be submitting an application for funding from the South-West Net Zero Hub to develop the masterplan. The Hills Group would have the overall decision on this project because the company owned the site.	
3.3	**Environmental and Social Governance (ESG)** As a company SWLEP needed to have a sense of social responsibility and demonstrate our commitment to ESG principles. SWLEP's core purpose was the inclusive and sustainable economic development of Swindon and Wiltshire and so this required attention to the economic condition of all residents. For 2023-24, we were considering supporting charities that help military leavers find routes to employment as they had found it difficult to adjust to civilian life. In the same vein, we were looking at charities that did similar work with people with learning disabilities and/or physical difficulties. A final strand was how we might be able to support such groups gain good, free access to reliable broadband. Proposals would come back to the next meeting. **Action: PB to circulate to group ahead of the next meeting / bring ideas back to the meeting.**	

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4.0 Place		
4.1	**Labour Market Intelligence (LMI)** PB presented to the meeting. and the presentation can be accessed by using the link below. Using the Lightcast database, the Economics Department of the University of Bath was producing Local Market Intelligence for the Swindon & Wiltshire area under contract to the SWLEP. As well as the data available from the Office of National Statistics (ONS), there was also real live data on job vacancies. The LMI looked at historical trends, the number of job postings, the length a job posting was live because it was not being filled and was able to track this type of information across all sectors of the economy. This gave a good indication of sectors on the increase and those in decline and also put the Swindon and Wiltshire area within the national context. The presentation can be accessed by using the link below. https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/infrastructure-ideas-and-place-subgroup/2023/18-jan-2023/swlep-labour-market_v4.pdf?sfvrsn=aa9ef3e9_4 • Finance was a sector of significant strength in Swindon, but as the sector nationally is under pressure, this increased the employment risk in the area. • A large proportion of job adverts (80%+) in the area did not ask for degree level qualifications. • It was noted that the decreasing working age population in Wiltshire was a cause for concern and there was need for appropriate homes for younger people. • There was also a significant number of people that lived in Swindon and Wiltshire but worked outside the area in London, Bristol etc and spending at home only at weekends.	
4.2	**Developments of St Modwen Park, Chippenham** A team from St Modwen and Savills joined the meeting to present the current status and future ambitions of St Modwen Park, Chippenham. The presentation can be accessed by following the link below. https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/infrastructure-ideas-and-place-subgroup/2023/18-jan-2023/st-modwen-pres-jan-2023.pdf?sfvrsn=ae47dd87_4 Companies Furniturebox and Huboo were now present on site, and SWLEP asked for the connection to be made to the companies.	

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	Action: St Modwen to revert.	**Feb 2023**
	A readily available workforce was a large advantage to get operations onto the site, and easy access to the strategic road network, that is, the M4, was what occupiers wanted at present, although the A350 did also have potential. There were not purely warehousing jobs available at these sites, but also HR, marketing, finance and other functions needed to operate a business.	
	St Modwen was receiving good enquiries for the other units, and they had yet to be built.	
	St Modwen and Savills were thanked for their presentation, and they then left the call.	
4.3	**Salisbury River Park**	
	CvN joined the meeting and presented the current status of the Salisbury River Park project together with some updates on future activity. The presentation can be accessed by using the link below:	
	https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/infrastructure-ideas-and-place-subgroup/2023/18-jan-2023/river-park-17-jan-2023.pdf?sfvrsn=3e9b638a_4	
	Benefits of the scheme were highlighted, such as the increase in biodiversity and the reduced impact of weather extremes. This was done by: • building in climate resilience as water levels became higher, by widening the existing river path and allowing for a flood plain; • green infrastructure would provide carbon storage; and • encouraging a module shift to low carbon transport, that is, walking and cycling.	
	The Environment Agency, one of the stakeholders, had produced and evaluated the benefit of the scheme to the natural environment for the area.	
	Action: CvN to send the project's environmental evaluation to MS.	**Jan 2023**
	The project was seen as a good collaborative exercise across stakeholders.	
4.4	**Porton Science Park** Owing to time constraints RB did not present the update on the Porton Science Park. However, the presentation was issued to attendees post-meeting and can be accessed via the link below.	

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	https://static.swlep.co.uk/swlep/docs/default-source/sub-groups/infrastructure-ideas-and-place-subgroup/2023/18-jan-2023/porton-science-park_update_18_1_23.pdf?sfvrsn=ac236d85_4 Attendees were asked to contact RB should they have any questions. The presentation could be given at the next Subgroup meeting if required.	
5.0 AOB and items for the next meeting		
	• Labour Market Intelligence update • Update on the Environmental, Social and Governance (ESG) item • All Party Parliamentary Group (APPG) on Future Logistics update if available • Future and present strategy – review Ideas, Infrastructure & Place Subgroup progress regarding Delivery Plans and Local Industrial Strategy • Natural Capital PhD Study presentation – update to this group in between the Board updates	
	Next meeting: Wednesday, 8 March - 10am to 12noon **Dates for 2023:** Wednesday, 10 May - 10am to 12noon Wednesday, 5 July - 10am to 12noon Wednesday, 13 September - 10am to 12noon Wednesday, 8 November - 10am to 12noon Meeting will be held via Microsoft Teams/video conferencing unless otherwise advised.	
	Meeting closed at 11.59am.	

Approved

8 March 2023