



# swindonwiltshire

Local Enterprise Partnership

**Wiltshire Council**  
Where everybody matters



**SWINDON**  
BOROUGH COUNCIL

## AGENDA

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**Meeting:** Joint Strategic Economic Committee (SWLEP)  
**Place:** Committee Room A - Council Offices, Monkton Park,  
Chippenham SN15 1ER  
**Date:** Wednesday 28 June 2017  
**Time:** 9.30 am

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Please direct any enquiries on this Agenda to Kieran Elliott of Democratic Services, County Hall, Trowbridge, BA14 8JN direct line 01225 718504 or email [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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### Membership:

Cllr David Renard (Chairman)	Leader of Swindon Borough Council
Cllr Baroness Scott of Bybrook OBE (Vice- Chairman)	Leader of Wiltshire Council
Cllr Russell Holland Cllr John Thomson	Swindon Deputy Leader and Cabinet Member for Finance Wiltshire Deputy Leader, and Cabinet Member for Communications, Communities, Leisure and Libraries
Cllr Oliver Donachie Cllr Chuck Berry	Swindon Cabinet Member for Economy and Skills Wiltshire Cabinet Member for Economic Development and Housing

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**Non-Voting Membership:**

John Mortimer	Chairman of the SWLEP
Adam Schallamach	Vice-Chairman of the SWLEP
Vacant	Member of the SWLEP

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**Substitutes:**

Cllr Richard Clewer	Wiltshire Cabinet Member for Corporate Services, Heritage, Arts and Tourism
Cllr Brian Ford	Swindon Cabinet Member for Streetsmart
Cllr Toby Sturgis	Wiltshire Cabinet Member for Planning and Strategic Asset Management
Cllr Bridget Wayman	Wiltshire Cabinet Member for Highways, Transport and Waste

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# AGENDA

## Part I

*Items to be considered while the meeting is open to the public.*

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes** (Pages 5 - 18)

To approve the minutes of the JSEC meeting held on 13 April 2017.

To receive the minutes of the SWLEP Board meeting held on 22 March 2017.

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the relevant Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chair.

5 **Public Participation**

The Council welcomes contributions from members of the public.

### Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

### Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **21 June 2017** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on **23 June 2017**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Swindon and Wiltshire Local Enterprise Partnership (SWLEP) Commissioning Group Highlight Reports** (Pages 19 - 94)

To receive highlight reports on SWLEP projects.

7 **Higher Futures Proposal** (Pages 95 - 110)

To set out the delivery model for Higher Futures and the associated revised outputs. Once agreed with the SWLEP Board, these will be taken to the funder the Department for Education (DFE) for approval.

8 **European Structural Investment Fund 2014-2020 Updates** (Pages 111 - 116)

9 **Strategic Housing Market Assessment and Functional Economic Market Area Assessment (SHMA/FEMAA)**

A report on the SHMA/FEMAA will follow.

10 **Date of the Next Meeting**

To confirm the date of the next meeting as 18 October 2017.

11 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

**Part II**

*Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed.*

## **JOINT STRATEGIC ECONOMIC COMMITTEE (SWLEP)**

**MINUTES OF THE JOINT STRATEGIC ECONOMIC COMMITTEE (SWLEP)  
MEETING HELD ON 13 APRIL 2017 AT COMMITTEE ROOM A - COUNCIL  
OFFICES, MONKTON PARK, CHIPPENHAM SN15 1ER.**

### **Present:**

Cllr Baroness Scott of Bybrook OBE (Chairman), Cllr David Renard (Vice Chairman), Cllr John Thomson, Cllr Russell Holland, Cllr Fleur de Rhé-Philippe, Cllr Garry Perkins, John Mortimer and Adam Schallamach

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### 14 **Apologies**

Apologies were received from Paddy Ashley, Director of the SWLEP Secretariat.

### 15 **Minutes**

#### **Resolved:**

**To approve and sign as a correct record the minutes of the meeting held on 14 February 2017.**

**To receive the Board minutes from 25 January 2017.**

### 16 **Declarations of Interest**

There were no declarations

### 17 **Chairman's Announcements**

There were no announcements

### 18 **Public Participation**

A series of questions from Councillor Chris Caswill, Chippenham Monkton Division, Wiltshire Council, together with responses were received as detailed in the agenda supplement.

Supplementary questions were asked on SWLEP Sub-Group agenda and minutes availability, and on details regarding any Chippenham Station Hub application, with confirmation technical advisers would assess the project before any submission.

It stated that the SWLEP would confirm that the sub-group agenda and minutes would be published on the SWLEP website. This has subsequently been confirmed (i.e. sub-group agendas and minutes will be published on the website).

It was also stated the Chippenham Station Hub Phase 1 scheme would be considered at the July meeting of the SWLEP Board rather than May, and it was intended to consult, including with area boards.

It was also confirmed in response to a supplementary that details of the list of bids sent to central government were included on the SWLEP website.

Questions were also asked by Mrs Marilyn Mackay on digital capability and plans to reach those 5% of areas not included within early phases of the superfast broadband projects. Details were provided on the initial phases, and the technical challenges to achieve 100% coverage, as well as the investment and lobbying being undertaken to push for that level of coverage.

## 19 **SWLEP Governance Framework**

At the meeting of the SWLEP Board on 22 March 2017 the latest version of the proposed Governance Framework was received, following consideration by the Committee in February 2017. It was stated the proposed changes had been signed off by the s.151 officers of Swindon Borough Council and Wiltshire Council. The Board had proposed to endorse the Governance Framework, pending legal advice on queries relating to the conflicts of interest policy as detailed in the agenda.

The Committee discussed the proposals, and considered that wording on Board quorum could be clarified before endorsement, such as being a percentage of the total, fluid, membership rather than a set number. The Committee also noted the comments of the Board, and the answers that were provided.

At the conclusion of discussion, it was,

### **Resolved:**

- 1) **To note that the advice of the Legal Team has been sought regarding the Conflict of Interest Policy paragraph 6 and a response is awaited.**
- 2) **To endorse the decision of the Board, subject to their response to the comments of the Committee as detailed above.**
- 3) **To note the Quick Guide to the Governance Framework document for use by Board Members and for posting on the SWLEP website.**

## 20 **Local Enterprise Partnership (LEP) Commissioning Group Updates**

The Highlight Reports as reviewed by the SWLEP Commissioning Group regarding Local Growth Fund and other projects were received.

During discussion it was stated construction has commenced at the Porton Science Park with a predicted date of completion in December 2017, consultation on a

planning application relating to Corsham Mansion House had recently closed, and a design review had just concluded in respect of the Swindon Bus Exchange.

It was noted the A350 Yarnbrook project had been re-baselined and is now rated Green with a new project plan and delivery for 2021. Details were also provided on the Ultra-Fast Broadband project, the Salisbury Plain Heritage Centre and other projects.

**Resolved:**

**To note the updates to SWLEP projects.**

**21 SWLEP Sub Group Update Reports**

A report was provided on progress updates relating to SWLEP Subgroups, which had been preparing action plans. Presently, estimated expenditure exceeded the agreed budget by £0.050m, so further negotiation was ongoing to recoup the predicted overspend.

At the conclusion of discussion, it was,

**Resolved:**

**To note the reports.**

**22 European Structural and Investment Funds Programme 2014-2020**

A report was received on the European Structural and Investment Funds Programme 2014-2020. On 8 February 2017 the SWLEP held its Rural Business Grants event at Devizes Corn Exchange to promote the £3.4m programme funding currently available in grants for rural business projects, and was attended by over 140 businesses.

With the declaration of Article 50 and the formal process for leaving the European Union underway, it was stated formal guidance had been issued on how to proceed with projects.

The report was discussed, with some noting that several similar funding streams were targeting similar areas, and attention was needed to ensure there was no duplication or waste, though it was noted the process was under control of the Department of Communities and Local Government, not local authorities or LEPs.

At the end of discussion, it was,

**Resolved:**

**To note the report.**

23 **Forward Work Plan**

It was noted the forward plan would include regular updates on Local Growth Fund and European Projects, as well as final approval of the Governance Framework.

24 **Date of the Next Meeting**

To note the date of the next meeting as 28 June 2017.

(Duration of meeting: 9.30 - 10.30 am)

The Officer who has produced these minutes is Kieran Elliott, of Democratic Services, direct line 01225 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115



<b>Attendees</b>	<p><b>Board:</b> Amanda Burnside (AB) / Col James Coote DSO OBE (JC) / George Gill (GG) / Shahina Johnson (SJ) / John Mortimer (JM) / Vic O'Brien (VO) / David Renard (DR) / Adam Schallamach (AS) / Baroness Scott of Bybrook OBE (JS) / Peter Wragg (PW)</p> <p><b>Advisors:</b> Dr Carlton Brand (CB) / John Gilbert (JG)</p> <p><b>Observers:</b> Fleur de Rhé-Philippe (FdRP) / Garry Perkins (GP)</p> <p><b>Secretariat:</b> Paddy Bradley (PB) / Sally Burnett (SB) / Alistair Cunningham (AC) / Andy Evans (AE)</p> <p><b>Others:</b> Trudie Clarkson (TC) / Ian Durston (ID) / Vanessa Joseph (VJ) / Colette Mallon (CM) / Debby Skellern (DS) / Leanne Sykes (LS)</p> <p><b>Guests :</b> James Beeson and Kristina Angelova of RIKADigital</p>
<b>Apologies</b>	Alex Crook, BEIS (ACr) / Parvis Khansari (PK) / Simon Patten (SP)
<b>Chair</b>	John Mortimer (JM)
<b>Minutes</b>	Deborah House (DKH)
<b>Venue</b>	Wiltshire College, Cocklebury Road, Chippenham, SN15 3QD
<b>Start time</b>	9.40am
<b>Finish time</b>	12.30pm

Item	Summary of Issues Discussed and Decisions – Part I	Deadline
<b>1</b>	<b>Welcome and Introductions, Conflicts of Interest</b>	
	<p>The Chairman welcomed all those present to the meeting. Apologies were noted.</p> <p><b>Conflicts of Interest</b> – PW declared a conflict of interest with regard to Item 3.8 and AB declared that she was a Board Member of Inspire.</p> <p>The Chairman advised of Marc Richard's resignation from the Board and thanked him for his contribution over the past year.</p>	
<b>2</b>	<b>Board Minutes, Action Log, Chairman update, Vice-Chair recruitment update</b>	
	<p>The minutes of the meeting held on 25 January 2017 were presented for consideration. It was,</p> <p><b>Resolved:</b> <b>To APPROVE and sign the minutes as a true and correct record once the amendment had been made.</b></p> <p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• <b>Industrial Strategy</b> – the item was in hand and was on the agenda for discussion;</li> <li>• <b>Swindon Museum &amp; Art Gallery</b> – a formal note had been issued and acknowledged;</li> <li>• <b>Marketing &amp; Comms</b> – VJ and GG were still to meet;</li> </ul>	

- **Digital Capability Subgroup** – PB advised that two LA Officers had been identified to join the Subgroup;
- **ESIF update** – tabled in the pack;
- **Military update** – Col Coote will give a formal presentation at the Board in May 2017. In the meantime, JC advised that 2020 Basing is pushing ahead, with the numbers in the county broadly as previously, with an increase in Warminster. Meetings with Wiltshire College and employers have gone well and the Covenant signing in Lyneham was successful. 5 Rifles had been sent to Estonia for six months; and
- **Board Member recruitment** – PB updated the meeting on the plan for recruitment. JM will send letter to the largest employers in the SWLEP area seeking their support. The Board was seeking support from Members to use their networks to advise of the vacancies. A pack of information was being prepared to speak with one voice and Institute of Directors, Chambers of Commerce etc would also be contacted. The Assurance Framework allows for Board membership to be between 14 and 20 seats. The criteria for selection would firstly be strategic leadership, then sector specific experience and thereafter geographical location. It was hoped that appointments could be confirmed at the July Board Meeting.

**Action : PB to circulate the plan and timeline to Members.**

**19/04/2017**

The Board considered the Action Log of Board activities up to 15 March 2017 and the items were noted. The May Board Meeting will have a full agenda and Members were advised that all items were on schedule to be brought forward for that meeting.

The Chairman updated the Board on his activities undertaken since the last meeting.

- 27 Jan – attended the South West Tourism Conference, Tiverton;
- 8 Feb – chaired the launch of EAFRD Growth Programme in Devizes and attended the Enterprise Wiltshire Board in Chippenham;
- 14 Feb – attended the Joint Strategic Economic Committee and a meeting of project managers and RIKADigital regarding the Digital Platform, Chippenham;
- 16 Feb – chaired inception meeting for the Rural Economic Plan, Biddestone;
- 21 Feb – attended the opening of a new exhibition at Swindon Museum & Art Gallery;
- 22 Feb – attended Industrial Strategy Workshop, Corsham;
- 23 Feb – attended the visit by Secretary of State, Rt Hon Sajid Javid MP, to Chippenham College where LGF3 award of £28.1m to SWLEP was announced;

	<ul style="list-style-type: none"> <li>• 1 Mar – attended the Swindon I75 Reception;</li> <li>• 2 Mar – attended Community Rail Designation of TransWilts line with Minister for Rail, Paul Maynard MP;</li> <li>• 8 Mar – chaired SWLEP Commissioning Group;</li> <li>• 13 Mar – Met with elected officers and Executive of Corsham Town Council;</li> <li>• 21 Mar – chaired Rural Economy Sector Group, Biddestone; and</li> <li>• various meetings with SWLEP Executive Team.</li> </ul>	
<b>3</b>	<b>Submitted questions</b>	
	<p>Questions were received from Mrs Charmian Spickernell, Campaign for the Protection of Rural England North Wilts and Swindon Group Committee Member. A copy of the questions and responses given is attached to these minutes. In response to Mrs Spickernell's supplementary question, DR did not accept the assumptions made by the questions regarding the planning process, but agreed that the response reflected the position of Swindon Borough Council. Commercial applications are planned for the south west corner of Wichelstowe so this access was considered vital to the overall area. CS reiterated that the routes into town needed to be properly assessed for connection to the town centre and stated that CPRE's position therefore had not changed.</p>	
<b>4</b>	<b>Papers for approval</b>	
	<p><b>Institute of Sustainable Technology Innovation (ISTI)</b> AC advised the Board that SWLEP had started working on this project with the University of Bath approximately 18 months ago and that it is aligned with the SWLEP's High Value Manufacturing strategy. The Business Plan had already been prepared, but the project had not gone through the University's governance process. The Board was being asked whether it wished to show its support for the project and whether it should be progressed further. It would be an intellectual hub and something unique within the area. Several Members of the Board were excited by the project and wanted it to be driven forward as quickly as possible. Having a university partner within the area would be a big bonus and would strengthen the SWLEP's position. Funding for this project would be sought by going directly to government but there are time constraints. The University was unable to expand within Bath itself owing to land constraints and there were potential premises available in Swindon. However, SBC would not be able to hold on to these for too long as there were other potential clients interested.</p> <p><b>Action : JM to issue letter to Vice Chancellor of the University of Bath summarising the views of the Board emphasising the support of the SWLEP.</b></p>	<p><b>24/04/2017</b></p>

**The Board resolved**

**To accept the recommendation to support the project of the University of Bath.**

**Growth Hub Overview**

ID spoke to the paper outlining the reasons for the change and to improve the access for businesses to support via the single gateway of the Growth Hub portal. Some businesses would not require the 12 hours of face-to-face mentoring, or indeed, may not want it. The new approach would be a way to plug the gap. On the back of ESIF funding, the Growth Hub is able to recruit two advisors, one to manage the Growth Hub and one to act as business advisor. As the Enterprise Network (TEN) had taken on the role as the triage centre for incoming calls, there was also a plan to incorporate the offices into the Growth Hub model and present a more joined up approach to businesses. There was debate about the model which concluded with the Board supporting the proposed way forward.

**Growth Hub Portal – presentation by RIKADigital**

A presentation by James Beeson and Kristina Angelova of RIKADigital can be found on the SWLEP website at <http://www.swlep.co.uk/board/document636275293110936000.pdf>. The presentation outlined the review of the various system approaches and the concluding recommendation. The meeting was mindful of Data Protection and the need to be compliant. The complication with the project was the desire to obtain the software speedily in order to use this year's funding and methods were being sought to ensure this happened. There was debate on the technical provision for the project and it was agreed that GG should meet with the project team following the meeting. The consensus of the Board was that the project be approved.

**The Board resolved:**

**To support the project and to APPROVE the overall approach and expenditure described in papers 3.5a and 3.5b. GG to provide an additional overview of the technical aspects of the programme.**

**Governance Framework**

The Framework was discussed with only two questions regarding :

1. the wording relating to the number of Board members and whether it allowed for the number of Board members to fall below 14 following resignations ; and
2. the Conflicts of Interest Policy, section C para 6 where “A Board member shall not vote or participate in discussions...”

Point 1. The Board would be deemed quorate with eight members being present, but the wording of the Framework needed to be reviewed so

that it covered the eventuality of Board numbers falling below 14 in the event of resignations; and  
Point 2. It was agreed that a Board member declaring a conflict of interest should not vote, but that they would be able to take part in discussions.

**Action : DS to make amendments as discussed and send via email to Board members to seek agreement of acceptance.**

**31/03/2017**

**Finance Reports**

**Local Growth Fund 1 (LGF1) and Local Growth Fund 2 (LGF2)**

This paper was provided as an update to that already seen by the Board at the Meetings in November 2016 and January 2017 showing the current status. A “green” column had now been added to show actual spend. The cash-flow gap requiring to be managed was larger than previously thought but was considered manageable.

**Action : ID and LS to work together to manage the profile.**

**ongoing**

For retained schemes, the underspend can be managed directly with DfT.

**The SWELP Board APPROVED the ongoing approach outlined to managing LGF profiling.**

**SWLEP General Account 2017/2018**

PB referred to the paper circulated prior to the meeting. This referred to the funding request from VisitWiltshire for the Great West Way which had been submitted via the Place Shaping Subgroup. PW spoke to members and explained the premise of the project, which had the support of six LEPs:

- Swindon and Wiltshire LEP;
- West of England LEP;
- Buckinghamshire Thames Valley LEP;
- Oxfordshire LEP;
- Berkshire Thames Valley LEP; and
- the Gloucestershire LEP, GFirst.

VisitWiltshire was seeking £20,000 to develop the Business Plan in order to bid for the next tranche of funding.

**The Board resolved:**

**To APPROVE the grant of £20,000 for the development of the Business Plan.**

Reference was made to Section 6.1.3 of the paper regarding the recruitment of an Investment Manager from the GPIF revenue stream. There was debate around the fact that both UAs are undergoing redundancies at present. It was suggested that there might be a suitable

	<p>candidate in the pool and they would like to be given the opportunity to check the teams. It was agreed that the matter should be discussed between PB and the UAs.</p> <p><b>Action : to bring back to Board Meeting in May 2017.</b></p> <p><b>The Board resolved:</b> <b>To APPROVE the budget for the General Account and the additional use of the programme budget funds shown in section 6 and Appendix 2 subject to the discussion in the point above.</b></p> <p><b>Local Growth Deal 3 Award</b> ID spoke to the paper. Projects 1- 3 of the Category 1 projects had been allocated funding – being the total amounts for Projects 1 and 2, Wiltshire College Salisbury campus and Wiltshire College Lackham Campus (£13.83m and £8.2m respectively) and the remaining £6.06m to the Maltings project. There was a funding gap of £1.44m for this project, and Wiltshire Council was working towards closing this gap. Responding to concerns raised by DR regarding the prioritisation of future project, JM emphasised that the spirit of the Prioritisation List drawn up for the LGF application should be respected if further funding streams become available, subject to additional local projects and spending plans coming into the pipeline and the criteria set for future funding streams.</p> <p><b>The Board resolved:</b> <b>To note</b></p> <ul style="list-style-type: none"> <li>• the award of £28.09m in local growth deal round 3, which is in addition to £140.8m previously awarded in the first two rounds in 2014 and 2015;</li> <li>• the payment schedule received from BEIS for LGF 3 projects and the associated cash flow management process across the portfolio of LGF1,2 and 3 projects; and</li> <li>• the letter sent by the Chairman and the Director to all project leads of the 11 projects which formed the SWLEP’s bid to Government in July 2016.</li> </ul>	<p><b>25/05/2017</b></p>
<b>5</b>	<b>Papers for information</b>	
	<p><b>Marketing and Communications update</b> VJ spoke to the paper. PB advised that the change to the paper issued was that SWLEP Sponsor, Lord Prior, was not meeting his sponsored LEPs in Swindon during April, but that this meeting was now being held immediately after the LEP Conference in London on 27 March 2017.</p> <p><b>Update on European Structural and Investment Fund 2014-2020 programme</b> FdRP spoke to the paper and offered thanks to Julian Head for his ongoing</p>	

	management of the programme. The ESIF Advisory Committee scheduled for 5 April 2017 would assess the applications resulting from the low carbon call. A number of applications were also expected to the European Agricultural Fund for Rural Development (EAFRD) following the fund launch event held on 8 February 2017 in Devizes.	
<b>6</b>	<b>Papers for discussion</b>	
	<p><b>Commissioning Group – Project Highlight Reports</b></p> <p>The Board noted the receipt of the papers from the Commissioning Group and comments were made on particular projects where there were concerns as follows:</p> <ul style="list-style-type: none"> <li>• <b>Porton Science Park</b> was rated AmberGreen owing to some short delays on build;</li> <li>• <b>Corsham Mansion House</b> was rated AmberGreen owing to an objection received from the Georgian Group;</li> <li>• <b>Swindon Bus Exchange</b> was still rated Red. The design review had led to a revised programme and profiling schedule with a Change Notification due to come to Commissioning Group in May 2017; and</li> <li>• <b>A350 Yarnbrook / West Ashton Relief Road</b> was previously rated Red and had moved to Green. A revised profiling had now been agreed.</li> <li>• <b>LGFI monies</b> <ul style="list-style-type: none"> <li>- <b>Salisbury Plain Heritage Centre and Swindon Museum &amp; Art Gallery</b> – linked to successful bids via the Heritage Lottery Fund (HLF)</li> <li>- <b>Ultrafast Broadband</b> – had been allocated £1m from reallocated LGFI monies and was currently at RAG rating GREEN.</li> </ul> </li> <li>• <b>New LGF3 projects</b> had now been added to the Highlight Reports and would be reported through the planning process</li> <li>• <b>LGFI DfT – New Eastern Villages schemes</b> – Greenbridge roundabout was complete. Issues with modelling on A420 Gablecross had been flagged as a risk, but the Dft and the Team were working in parallel towards a solution.</li> <li>• <b>Higher Futures</b> – paper on the way forward will be brought to the Commissioning Group and Board in May 2017.</li> <li>• <b>GPIF</b> – there was debate on the length of time taken to get money out to business from this revolving loan fund and the need for the process to be improved.</li> </ul>	
<b>8</b>	<b>Any Other Business and date of next Board Meeting</b>	
	The next Board Meeting was scheduled for 25 May 2017 commencing at 9.30am at Tidworth Garrison Theatre, St Andrew’s Road, Tidworth, SP9 7EP	

	<p>Future Meetings :</p> <p><b>Wednesday, 19 July 2016</b> Salisbury City Hall, Malthouse Lane, Salisbury, Wiltshire, SP2 7TU</p> <p><b>Wednesday, 20 September 2016</b> Committee Room 6, Civic Offices, Euclid Street, Swindon, SN1 2JH</p> <p><b>Wednesday, 29 November 2016</b> County Hall, Bythesea Road Trowbridge, BA14 8JN</p>	
	<p><b>Close of Board Meeting at 12.40pm and start of Board Member workshop</b></p>	

*Imahme*



## **Public Participation**

**From Mrs Charmian Spickernell, CPRE North Wilts & Swindon Group Committee Member**

**To SWLEP Board**

Re : the retained Wichelstowe Western Access

A Swindon Cabinet Member with his Advisory Group is asking consultants to look at a tunnel under the motorway or a bridge across it. Can SWLEP please ask Swindon to ensure a rail crossing is looked at as well, bearing in mind SWLEP's strategic objectives 2 and 4, and because:

- Swindon's economy collapsed when peripheral development left a dead centre;
- The centre is still not fully re-generated and if there is peripheral development without proper connection to the centre there is a risk the centre could go dead again and with it the economy.
- Swindon is cut in half by the railway and another crossing is needed.
- While the bus rapid transit system is welcomed, without a road connection for other traffic (Red Posts Drive will be bus only at peak time) local traffic between West Swindon and Wichelstowe would have long journeys and would have to go through M4 Junction 16. Moreover, a tunnel under the motorway could encourage east-west journeys from Highworth to J16.
- The work that is being done on a proposed Oxford to Bristol railway with stops east of Swindon and at Royal Wotton Bassett and Corsham is strongly supported. There might be the possibility of a stop at Blagrove which would be beneficial for the employment land allocated there.
- Originally the Western Access route was proposed to cross the railway. This was changed by developers with their planning application in 2002 when it was seen as advantageous to commute along the motorway. Now the aim is to live near to where you work.
- When the Local Plan was changed to fit the tunnel under the M4 route, the Inspector said there had not been a "comprehensive comparison of alternatives". This is necessary for a Plan to be sustainable.
- Swindon owns the land and the planning permission has already been varied to take the road north so that it will serve West Wichel Village.
- There has been widespread and consistent public opposition to the tunnel under the M4 route. There is already a bridge over the motorway.
- There are flooding problems at the tunnel site and expensive pumping would be required.

## Response


The current work being commissioned by Swindon Borough Council builds upon the previous study undertaken in 2013 for the Council. That study took a long-list of fifteen scheme options for the Western Access to Wichelstowe, and narrowed this down to six options which were assessed in greater detail. The options for a route crossing the M4 motorway to access Junction 16 from the South were identified to have greater transport benefits than the options crossing the railway line to access Junction 16 via the A3102. The options that cross the motorway would result in a more even spread of traffic movements at Junction 16, which will make the new layout being built at that junction perform more effectively, whereas the options that cross the railway line would place greater pressure upon the A3102 approach to the junction from Swindon.

The key decision to be made now is whether a bridge across the motorway or a tunnel under the motorway will provide the most cost effective and beneficial option. This review will take account of factors such as drainage and flooding, as well as numerous other design factors including environmental and transportation impacts. The options being assessed include the consented scheme, for a tunnel under the motorway, a variant on the tunnel option, and a bridge option. The last of these is a new bridge rather than re-using the existing Mill Lane Bridge, as the latter would require significant improvement to accommodate the Western Access, and is not well located to serve satisfactorily the western part of the development site.

The access strategy for Wichelstowe encourages local journeys to and from other destinations in Swindon to be made by bus or by bike, hence the ongoing investment, using Local Growth Funding, in Rapid Transit measures to support the provision of reliable bus services from the site. There has also been significant investment in improvements to cycle routes connecting the site to the town centre, with the Southern Flyer route having opened last year, gain supported by the use of Local Growth Funding.

The support of the CPRE for a new station at Royal Wootton Bassett is noted, and the SWLEP is fully aware of the work undertaken for the Royal Wootton Bassett Town Council on developing a business case for the station. A number of potential opportunities exist for delivering the station, although it is noted that the Town Council's preferred site, at the eastern edge of Royal Wootton Bassett, would effectively preclude the construction of a station at Blagrove, as the two would be too close to meet operational parameters of the rail industry. A station at Royal Wootton Bassett could provide an option for West Swindon residents, depending upon the nature of the rail service calling at the station. The SWLEP will monitor the ongoing work commissioned by the Town Council with interest, and is already working with neighbouring authorities on the potential for East – West Rail services to be extended westwards.

The Western Access study for Wichelstowe is the next step in developing the transport infrastructure that will manage travel demand to and from the development, and the SWLEP supports the progression of this work.

	<p><b>Joint Strategic Economic Committee</b> <b>28 June 2017</b></p>
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<b>Security Level:</b>	Confidential <input type="checkbox"/>	Restricted <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>
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<b>Meeting &amp; Date:</b>	Joint Strategic Economic Committee – Wednesday, 28 June 2017		
<b>Subject:</b>	Commissioning Group Highlight Reports		
<b>Attachments:</b>	None		
<b>Author:</b>	Ian Durston	<b>Total no of sheets:</b> (inc cover sheet)	76

<b>Papers are provided for:</b>	Approval <input type="checkbox"/>	Discussion <input checked="" type="checkbox"/>	Information <input type="checkbox"/>
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<b>Summary &amp; Recommendation:</b>
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**I. Summary**

- I.1 Highlight Reports for each project and an overall summary table are presented for all LGF and other SWLEP projects.
- I.2 These reports had been reviewed in detail by the Commissioning Group on 10 May 2017 and taken to the Board Meeting on 25 May 2017.
- I.3 There is a high risk of delay to the Mansion House (Corsham) project due to objections to the planning application being received from statutory bodies. The planning application will therefore be called in by the Secretary of State with an unknown effect on timescales.
- I.4 Construction dates for the M4 Junction 17 project have moved (now May – December 2017) due to requirements from Highways England to notify the public of the work before commencement.
- I.5 A change control for Swindon Bus Exchange has been approved by the Commissioning Group. This reflects revised project timescales and associated financial profiling.
- I.6 The completion of the New Eastern Villages business case has been delayed post discussions with DfT and Atkins.

**Local Growth Fund (Growth Deals 1 and 2)**

Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LGF/1516/001/A350	A350 Improvements	WC	Complete	Complete	
LGF/1516/002/A429	A429 Malmesbury	WC	Complete	Complete	
LGF/1516/004/PSP	Porton Science Park	WC	AG	AG	Construction has commenced – completion due December 2017.
LGF/1516/005/LSTF	LGF Sustainable Transport Package	SBC	G	AG	Some minor elements of 16/17 programme being completed.
LGF/1617/001/A350	A350 Dualling Bypass (Badger – Brook + Chequers)	WC	G	G	Full Business Case submitted to LEP. Construction due to start in May 2017 if approved.
LGF/1617/003/SRT	Swindon Rapid Transit	SBC	AG	AG	Wichelstowe draft business case in circulation with internal SBC officers .
LGF/1617/006/JNC16	M4 Junction 16	SBC	AR	AG	Construction in progress. On track for completion in March 2018.
LGF/1617/007/MH	Mansion House (Corsham)	WC	AG	AR	Objection has been raised by Georgian Group putting planning timescales at risk. Planning Committee meeting on 24 <sup>th</sup> May, but even if approved will be called in by Secretary of State.
LGF/1617/008/SBX	Swindon Bus Exchange	SBC	R	G	Design review completed in March. Change Control approved by Commissioning Group with new timescales and associated financial profiling.
LGF/1617/009/YWA	A350 Yarnbrook/ West Ashton Relief Rd	WC	G	G	New project programme and financial profiling approved. Project on track to new timescales.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



LGF/16/17/010/JNC17	M4 J17 Capacity Improvement	WC	<b>G</b>	<b>AG</b>	Full Business Case submitted to LEP. Construction due to start in August 2017 if approved - this is later than originally planned (June 2017) due to Highways England requirements for notice of work. Completion is now due for December 2017 (previously August 2017).
LGF/1617/009/UFB	Ultra Fast Broadband	WC	<b>G</b>	<b>G</b>	Tender process in final stages with contract signature imminent.
LGF/1617/010/SPHC	Salisbury Plain Heritage Centre	WC	<b>G</b>	<b>G</b>	Dependent on result of application for Heritage Lottery Funding Highlight Report to be produced if project goes ahead.
LGF/1617/011/SMAG	Swindon Museum and Art Gallery	SBC	<b>G</b>	<b>G</b>	Dependent on result of application for Heritage Lottery Funding Highlight Report to be produced if project goes ahead.

**Financial Summary:**

£Ms	2016/2017				Total
	Q1	Q2	Q3	Q4	
<b>LGF Profile</b>	0.484	2.547	1.780	4.464	<b>9.274</b>
<b>LGF Actual</b>	-0.417	1.134	2.575	4.977	<b>8.269</b>

**Local Growth Fund (Growth Deal 3)**

Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LGF/1718/001/WCS	Wiltshire College - Salisbury	Wiltshire College	NA	G	JOA Consulting appointed by Wiltshire College as project managers. Initial 'stage 1' planning work underway.
LGF/1718/002/WCL	Wiltshire College - Lackham	Wiltshire College	NA	G	JOA Consulting appointed by Wiltshire College as project managers. Initial 'stage 1' planning work underway.
LGF/1718/003/CCPM	Salisbury Central Car Park and Maltings	WC	NA	G	Approval given by Wiltshire Council cabinet to enter into a delivery arrangement to secure the comprehensive development of the whole site on terms to be agreed with TH Real Estate. Pre planning technical work due for completion in November 2017.

**Financial Summary:**

£Ms	2017/2018				Total
	Q1	Q2	Q3	Q4	
<b>LGF Profile</b>					
<b>LGF Actual</b>					

Note: Will be populated when profiling figures available from all projects in next Highlight Reports.

**Department for Transport – LGF (Growth Deal 1)**

Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LGF/1516/003/EV (i)	New Eastern Villages - Great Stall Bridge	SBC	AG	AG	Design work progressing. Preliminary design completion imminent.
LGF/1516/003/EV (iia)	New Eastern Villages - Greenbridge Roundabout (Package 1)	SBC	Complete	Complete	
LGF/1516/003/EV (iib)	New Eastern Villages -West of A419 (Package 2)	SBC	G	G	No work currently being carried out. Preliminary design due Dec 2018.
LGF/1516/003/EV (iii)	New Eastern Villages A420 Gablecross	SBC	AR	AG	Strategic modelling ongoing. Additional capacity at junction requiring review and refinement of design options.

**Financial Summary:**

£Ms	2016/2017				Total
	Q1	Q2	Q3	Q4	
<b>LGF Profile</b>	0.634	0.775	0	0.021	<b>1.430</b>
<b>LGF Actual</b>	0.634	0.775	0	0.021	<b>1.430</b>

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**Department for Transport - Retained**

Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LGF/1516/003/EV (iv)	New Eastern Villages Southern Connector Road	SBC	G	G	Design work progressing to plan. Cost estimate being reviewed as changes in planned road alignment may impact on cost.
LGF/1516/003/EV (v)	New Eastern Villages White Hart Junction	SBC	G	G	Cost estimates currently being reviewed following refinement of design scope.
LGF/1516/003/EV (vi)	New Eastern Villages Business Case	SBC	G	AG	Discussions held with DfT and Atkins on business case schedule – completion now moved to June 2018 (from May 2017) – in line with Southern Connector Rd and White Hart Junction timescales.
LGF/1617/002/WI	Wichelstowe Infrastructure	SBC	G	AG	Some stakeholders remain keen to pursue other scheme options not recommended by the stage 1 options appraisal. Programme at risk until resolved.
LGF/1617/004/CSH	Chippenham Station Hub	WC	AG	AG	OBC for Phase 1 now to be submitted to July 2017 Board to allow more consultation to take place. Work on Phase 2 OBC has begun.

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**Financial Summary:**

£Ms	2016/2017				Total
	Q1	Q2	Q3	Q4	
<b>LGF Profile</b>	0.057	-0.073	0.388	0.096	<b>0.468</b>
<b>LGF Actual</b>	0.057	-0.073	0.16	0.116	<b>0.260</b>



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**City Deal**

Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LGF/1516/006/CD	Higher Futures	WC & SBC	AR	AR	Achievement of outputs is proving slow. Paper being produced for Commissioning Group and Board on model for project going forward.

**Careers and Enterprise Company (CEC)**

Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LEP/GEN/001/CEC	Enterprise Advisor Network	WC & SBC	G	G	Project going well with 44 schools/colleges & 40 Enterprise Advisers engaged. Mentoring also now underway.

**Department of Business Energy and Industrial Strategy (BEIS)**

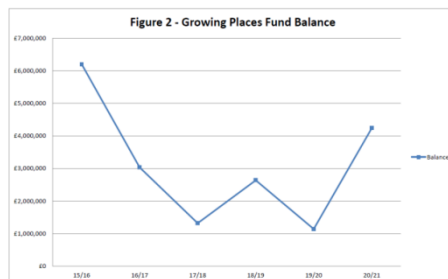
Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LEP/GEN/002/GH	Growth Hub	LEP	AR	AG	RIKA Digital proposal for new portal agreed at March board meeting. Work now beginning.

**Financial Summary:** Please see individual reports

### Growing Places Infrastructure Fund (GPIF)

Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LEP/GPIF/001/CAS	GPIF – Castledown Business Park	WC	G	G	£2.54m loan paid to project in 14/15. Repayment when funding is required to satisfy the drawdown requirements of other projects as they come forward, or for open call.
LEP/GPIF/002/KIM	GPIF - Kimmerfields	FSL	AR	AR	Funding agreement has been signed, but release of monies was dependent on recipient entering into their own funding agreement with a developer by the end of 2016. A request from Swindon Borough Council has been granted to defer this requirement to March 2018. SBC/FSL to decide if loan still required.
LEP/GPIF/003/PL	GPIF – Park Lane Corsham	Bath ASU	AR	AG	Delays have been experienced in signing the funding agreement due to issues with the security provided by the recipient. A funding agreement is now with Bath ASU for review and signature.
LEP/GPIF/004/WCH	GPIF - Wichelstowe	SBC	AG	AR	There have been issues with the recipient over the complexity of the required funding agreement. A more simplified version is being looked at with discussions taking place between recipient and Ashfords. SBC to decide if loan still required.

**Financial Summary:** Graph shows that cash flow results in >£1m available for additional project/s






## Key

### Project Status

	Red	Amber Red	Amber Green	Green
	R	AR	AG	G

See below for RAG rating methodology

### Direction of Travel

-  Project status expected to remain same going forward
-  Project status expected to improve going forward
-  Project status expected to get worse going forward

### Milestones

**BLUE** – complete, **GREEN** - on track, **AMBER** - at risk, **RED** – will be late/is late.

### RAG Rating

		Impact			
		1 (Low)	2	3	4 (High)
Probability	1 (Likely)				
	2				
	3				
	4 (Unlikely)				

The RAG reporting is based on the composite elements of probability and impact (see chart to the left) and splits in to the following categories:

- **GREEN:** Project considered being on track, to time, quality and cost.
- **AMBER-GREEN:** Project considered at risk of minor to medium impacts on time, scope and/or cost – requires small mitigating action.
- **AMBER-RED:** Project considered at risk of medium to major impacts on time, scope and/or cost – requires mitigating action.
- **RED:** Project considered at serious risk of significant impact on time, scope and/or cost. Immediate mitigating action required.

### RAG Scoring

RAG rating	Cost	Scope	Time
	<ul style="list-style-type: none"> <li>• Minor cost variance on initial project cost may be present.</li> <li>• &lt;1% change in total project cost</li> </ul>	<ul style="list-style-type: none"> <li>• Deliverables and project scope remains unaltered.</li> </ul>	<ul style="list-style-type: none"> <li>• Minor project slippage may be present but total project delivery remains on track.</li> <li>• &lt;30 days total slippage.</li> </ul>
	<ul style="list-style-type: none"> <li>• Project is experiencing or expected to experience minor cost increases.</li> <li>• &gt;1% but &lt;5% on total project cost.</li> </ul>	<ul style="list-style-type: none"> <li>• Project is experiencing or is expected to experience small changes to scope and outputs delivered.</li> </ul>	<ul style="list-style-type: none"> <li>• Project is experiencing or is expected to experience slippage.</li> <li>• &gt;30 days but &lt;90days total project slippage</li> </ul>
	<ul style="list-style-type: none"> <li>• Project is experiencing or is expected to experience major increases in total project costs</li> <li>• &gt;5% but &lt;10% on total project cost.</li> </ul>	<ul style="list-style-type: none"> <li>• Project is experiencing or is expected to experience major changes to scope and outputs delivered.</li> </ul>	<ul style="list-style-type: none"> <li>• Project is experiencing major slippage and is due to deliver the project outputs and outcomes late.</li> <li>• &gt;90 days slippage but &lt;6 Months total project slippage.</li> </ul>
	<ul style="list-style-type: none"> <li>• Project is experiencing or is expected to experience significant and major cost increases.</li> <li>• &gt;10% on total project cost.</li> </ul>	<ul style="list-style-type: none"> <li>• Project is experiencing or is expected to experience significant change to scope and outputs delivered.</li> </ul>	<ul style="list-style-type: none"> <li>• Project is suffering significant and major delays to delivery.</li> <li>• &gt;6 Months total project slippage.</li> </ul>

### Principles of Overall Project RAG Status

- The 'lowest' rating against any of the 3 areas of Cost, Scope or Time will be used for the overall project RAG rating.

## **Local Growth Fund (Growth Deals 1 and 2)**

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1516/004/PSP	Porton Science Park	Richard Walters	Wiltshire Council	AG	AG	

**Project Description**

First phase of construction of Science Park, comprising 42,500 sq. ft. of laboratory and office space and related infrastructure.

What does our path look like? (Milestones)				Are we on track? (Issues/Risks)
Milestone	Baseline	Revised Baseline (if applicable)	Forecast / Actual	<p><b>G – Works:</b> Works are progressing well on site and the building is on track for completion and handover on 15.12.17. Work on the concrete frame is nearing completion. Concrete columns and shear walls are under construction to the north side of the building and works are about to commence to the south side on this aspect of the construction. The pre-cast concrete stairs for the building have been delivered and will be installed shortly in line with the programme. The Clerk of Works (who oversees the quality of the build) is satisfied with the works.</p> <p><b>G – Marketing:</b> Website scheduled for deployment in early May. Brochure prepared and hoarding commissioned. UK Science Parks Association profile updated and with publishers. On-going engagement with prospective tenants. Further marketing to be developed linked to new Science Park structure once confirmed.</p> <p><b>G – Management:</b> Business Plan for Science Park has been considered by Wiltshire Council Cabinet and the executive decision making bodies of the Stakeholder groups. First claims for drawdown from LGF and ERDF have been</p>
Start on site	May 2016	Oct 2016	Oct 2016	
Start construction of the frame for the building	Dec 2016	Dec 2016	Dec 2016	
Commence full marketing (soft marketing already on-going)	Apr 2016	Jan 2017	Jan 2017	
Complete construction of the frame	Apr 2017	Apr 2017	May 2017	
Complete the external envelope	June 2017	June 2017	Aug 2017	
Complete the internal work and electrical live testing	Sept 2017	Sept 2017	Nov 2017	
Completion of incubation and innovation centre	Aug 2017	Oct 2017	Dec 2017	

made.

**What are we spending?**

Total project budget of £9.6m is made up of £4m of LGF funding, £2.6m of Wiltshire Council funding, and £3m ERDF funding.

£Ms	2015/2016	2016/2017	2017/18	Total
<b>LGF Profile</b>		£2.2m	£1.8m	<b>£4.0m</b>
<b>Actual</b>		£1.86m		

Total project spend to date: £3.4m

Total project cost: £9.6m

**What have we done in the past 2 months?**

- Worked with prospective occupiers to confirm occupational terms and user requirements for incubation and Grow On space
- Put in claim requests for LGF and ERDF grant funds
- Paid invoices from the contactors
- Submitted all tender documentation to DCLG at their request

**What do we need to do in the next 2 months (Actions)**

- Continue to progress discussions with prospective occupiers; seek to agree heads of terms and progress to contract.
- Ongoing build programme and financial management
- Launch website
- Set date and make arrangements for onsite ceremony

**Change Control Notification History**

Change Control 1 (CR002)

Agreed in February 2016

Change of schedule to complete in 2016/17 rather than March 2016 with associated financial re-profiling.

Change Control 2 (CR008)

Submitted in October 2016

Changes requested to schedule with completion moved to October 2017 with associated financial re-profiling

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1516/005/LSTF	LGF Sustainable Transport Package	James Jackson	Swindon Borough Council	G	AG	

**Project Description**

Package of sustainable transport schemes (Eastern Flyer cycle/pedestrian route including Covingham Drive cycle route, also 2 crossings at County Road and Garrard Way)

**What does our path look like? (Gantt Chart)**

	Planned	Forecast/Actual
<b>2016/17 Eastern Flyer</b>		
Options assessment	March 16	March 16
Define package of works	April 16	April 16
Prelim drawings	May 16	May 16
Hand over for detail design PD	May 16	June 16
TP consultation route wide	May 16	May 16
C2 surveys	July 16	July 16
Procurement	July/August 16	July/August 16
Deliver improvement	March 17	April 17
<b>2016/17 crossings</b>		
Define package of works	April 16	April 16
Agree delivery mechanism	May 16	May 16
Handover project delivery	May 16	October
Deliver improvements	March 17	April 17
<b>2016/17 Covingham Drive cycle route</b>		
Options assessment	March 16	March 16
C2 survey	March 16	March 16
Scope of prelim design highlighting	April 16	April 16

**Are we on track? (Issues)**

**2016/17 Eastern Flyer**

**AG – Delivery programme schedule** – The majority of the scheme elements have now been completed. Snagging and surface treatment still required in sections plus commissioning of newly installed signals.

**2017/18**

**G Programme** – Scheme development underway to include town centre missing links to connect Flyer Routes. Sustrans report on route options completed in March 2017. Based on this the detailed programme and scheme detail is being finalised in consultation with the Swindon Bicycle User Group prior to securing final approval with the relevant SBC Cabinet Member.

**G Budget** – LTP Capital funding will underpin any undelivered schemes. Committed/delivered figures close to projections.



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



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risks		
TP Consultation internal and external	April/May 16	June 16
Prelim design	May 16	May 16
Handover for detail design PD	May 16	June 16
Planning Application	July 16	July 16
Detailed design	July 16	July 16
Procurement	September 16	October 16
Deliver improvements	March 17	March 17
<b>2017/18 Programme</b>	Planned	Forecast/Actual
Sustrans report on Town Centre cycling route options	March 2017	March 2017
Review route options in consultation with Swindon BUG	May 2017	May 2017
Secure Cabinet Member approval for 2017/18 programme	June 2017	June 2017
Commission design of scheme(s)	July 2017	July 2017
Completion of design	Sept 2017	Sept 2017
Procurement	Sept 2017	Sept 2017
Scheme construction / delivery	March 2018	March 2018

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**What are we spending?**

Forecast £Ms	2015/2016	2016/2017				2017/18	TOTAL
		Q1	Q2	Q3	Q4		
<b>LGF Capital Profile</b>	1.227	-0.318	.322	.158	1.015	1.346	3.75
<b>Actual spend incurred</b>	1.227	-0.318	.322	.158	1.015		2.404

Total project budget = £3.75m made up of £3.75m LGF

**What have we done this month (Progress)**

- Completion of Covingham cycle/footway
- Work has commenced on the 2017/18 programme
- Scheme snagging

**What do we need to do in the next 2 months (Actions)**

- Completion of 2016/17 schemes on site – snagging works and signals commissioning
- Development of 2017/18 works programme including consultation with the Swindon BUG
- Agree 2017/18 programme with SBC Cabinet Member (post General Election)

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/001/A350	A350 Chippenham Bypass Dualling (Badger-Brook & Chequers)	Robert Murphy	Wiltshire Council	G	G	

What does our path look like? (Gantt Chart)			Are we on track? (Issues/Risks)
Milestone	Baseline	Forecast/Actual	<p><b>G – Time / Cost/ Quality</b></p> <ul style="list-style-type: none"> <li>A Risk Register has been prepared as part of the draft FBC, comprising 40 specific risks. A risk budget has been calculated based on a combination of the estimated cost of each risk being realised and the probability of each risk becoming reality. The quantified risk budget is £0.408 million, representing approximately 15% of the scheme construction costs.</li> </ul>
Complete detailed design (for procurement)	Nov 2016	Nov 2016	
OJEU Contract Award Notice	Mar 2017	Apr 2017	
Full Business Case (FBC) submission	Mar 2017	Mar 2017	
FBC approval	Apr 2017	May 2017	
Start of construction works contract	May 2017	May 2017	
Main construction start	Jun 2017	Jul 2017	
Construction Phase: Chequers Rbout to Cepen Park South Rbout	Nov 17	Nov 17	
Construction Phase: Brook Rbout to Badgers Rbout	Dec 17	Dec 17	
Construction Phase: West of Chequers Rbout	Feb 2018	Feb 2018	
Construction Phase: East of Chequers Rbout	Mar 2018	Mar 2018	
Construction Phase: North of Cepen Park South Rbout	Mar 2018	Mar 2018	
Construction Phase: South of Chequers Rbout	Aug 2018	Aug 2018	
Construction complete	July 2018	Aug 2018	
Opening date	Aug 2018	Aug 2018	

**What are we spending?**

Total project budget of £7.1m is made up of £7.1m of LGF funding.

£Ms	2014/15	2015/16	2016/2017	2017/2018	2018/2019	2019/20	Total
LGF Profile			£0.670m	£1.134m	£2.683m	£2.613m	£7.1m
Actual	£0.0398m	£0.0974m	£0.699m				£0.836m

Total project spend to date: £0.836m

**What have we done this month (Progress)**

- ITTs returned by 2pm 28 February.
- ITT assessment undertaken.
- Held meeting with ITA to discuss draft FBC on 16 March.
- Draft FBC sent to ITA on 27 March.
- 'A350 Chippenham Phase 3 and M4 Junction 17 Improvement contract award' report presented and approved by Wiltshire Council Cabinet at its meeting on 4 April.
- Scheme included in presentations to Michelle Donelan MP on 2 February and Chippenham Area Board on 13 March.
- Further site supervision and advance works actions developed / progressed.

**What do we need to do in the next 2 months (Actions)**

- Consider ITA comments on draft FBC.
- Produce a Frequently Asked Questions paper and include an article in the Wiltshire Council Parish Newsletter.
- Publish the draft FBC on the SWLEP's website.
- Obtain Accountable Body's S151 Officer approval of Value for Money statement.
- Draft FBC to be presented to Commissioning Group at meeting on 10 May.
- Draft FBC to be presented for approval to SWLEP Board at meeting on 24 May.
- Prepare documents and / or hold meetings related to pre-construction matters (e.g. traffic management, method statements, statutory undertakers, advise adjacent residents and businesses).

### **Change Control Notification History**

Change Control 1 (CR003)

Agreed in March 2016

Changes to scheme schedule with completion in August 2018 (previously reported at September 2019).  
Also changes to overall scheme cost but no change to LGF financial requirements.

Change Control 2 (CR019)

Submitted in January 2017

Changes requested to drawdown schedule to enable the grant agreement to be updated.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/003/SRT	Rapid Transit	James Jackson	Swindon Borough Council	AG	AG	

**Project Description**

Bus priority measures on the strategic bus corridors linking Wichelstowe, NEV and North Swindon to the town centre

**What does our path look like? (Gantt Chart)**

Wichelstowe Corridor Schemes	Planned	Forecast/Actual
Wichelstowe - Options Assessment report	March 2016	March 2016
Public/Old Town Consultation stage 1	September 2016	September 2016
Prepare base model for option testing	October 2016	October 2016
Appraisal Specification report sent to Independent Technical Adviser	Sept 2016	Sept 2016
Define Appraisal methodology for LEP	November 2016	November 2016
Mannington Roundabout further modelling options	November 2016	February 2017
Old Town further modelling of scheme options	November 2016	February 2017
Preliminary Design Old Town, Pipers Way, Mannington	December 2016	January 2017
Develop and submit Business Case	March 2017	March 2017
Public/Old Town consultation stage 2	January 2017	November 2016

**Are we on track? (Issues)**

**Summary and overview**

This programme sets out the detail related to the first Bus Rapid Transit route between Wichelstowe and Swindon Town Centre. This is to be delivered during the period 2017/18. During the period 2017/18 an options assessment report for the second corridor will be undertaken. The scheme between Tadpole Farm in north Swindon and the town centre will be defined ready for delivery in 2018/19. Finally a third corridor between New Eastern Villages and the town centre will have an options assessment undertaken during 2018/19, this will take into account the final agreed “design and access strategy” being developed as part of the DfT retained schemes business case.

**AG – Programme** – High Level consultation has taken place. Preliminary designs have been refined following this and consultation on detailed proposals for Old Town and Mannington have been modelled further following opposition to Old Town proposals.

Following this consultation, three schemes are being taken forward for delivery in 2017/18, these being the Mannington Roundabout improvements, improvements to the bus facilities at Regent Circus will be developed to support the town centre regeneration, and bus priority measures on Pipers Way.

**AG – Business Case** – Wichelstowe Draft Business Case in circulation with internal officers.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



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Seek approval for scheme designs from Strategic Highways Programme Board/LEP	February 2017	April 2017	<b>G – Budget</b> – Majority of 16/17 spend committed. Final figure TBC.
Review and upgrade software and/or setup/calibration for bus priority at Groundwell Road, Wootton Bassett Road, East Wichel Way.	April 2017	April 2017	
Handover to project delivery for detailed design.	April 2017	April 2017	
Commence process and preparation for start of the procurement exercise.	April 2017	April 2017	
Submission of updated Business Case for 2017/18 scheme programme to SWLEP	May 2017	May 2017	
Completion of detailed design of 2017/18 scheme	August 2017	August 2017	
Appointment of Contractors for scheme construction	September 2017	September 2017	
Commencement of construction	October 2017	October 2017	
Completion of construction and scheme opening	March 2018	March 2018	
<b>2018/19 Programme – Tadpole Farm</b>			
Review Tadpole Farm Options Report	June 2017	June 2017	
Agree long-list of scheme options	June 2017	June 2017	
Prepare concept designs for long-list schemes	August 2017	August 2017	
Consultation on concept schemes and agreement of short-listed schemes	September 2017	September 2017	
Appraisal Specification Report prepared for SWLEP	October 2017	October 2017	

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Modelling commissioned and undertaken for the short-listed schemes	December 2017	December 2017
Preliminary design for short-listed schemes	January 2018	January 2018
Consultation on short-listed schemes	February 2018	February 2018
Cabinet approval for 2018/19 programme	March 2018	March 2018

**What are we spending?**

	2016/17	2017/2018	2018/2019	2019/2020	TOTAL
<b>Profiled LGF</b>	.16	3.28	3.28	3.12	9.85
<b>Actual LGF</b>	.126				0.126

Total project budget = £9.85m made up of £9.85m LGF

**What have we done this month (Progress)** | **What do we need to do in the next 2 months (Actions)**

<ul style="list-style-type: none"> <li>• Programme – Further consultation and communication with key stakeholders.</li> <li>• Scheme progress – Further development of preliminary designs for scheme options identified within the OAR</li> <li>• Consulted on the detailed proposals for Old Town and Mannington (February 2017)</li> <li>• Completion of modelling for Old Town and Mannington (February 2017)</li> </ul>	<ul style="list-style-type: none"> <li>• Commission detailed design for Mannington, Pipers Way and Regents Circus schemes</li> <li>• Completion of business case and submission to ITA/LEP</li> <li>• Agreement to proceed following consultation with Lead Member and SRO.</li> <li>• Develop programme for 17/18 for delivery and development of schemes</li> <li>• Review Tadpole Farm Options Report to commence the process of identifying the 2018/19 programme.</li> </ul>
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**Change Control Notification History**

Change Control 1 (CR017)  
Submitted in October 2016 - Temporary transfer of £3.12m budget to Jnc 16 project



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/006/JNC16	M4 Junction 16	Tim Mann	Swindon Borough Council	AG	AG	

**Project Description**  
Junction improvements at Junction 16 of the M4, to increase capacity and reduce congestion

What does our path look like? (Milestones)			Are we on track? (Issues/Risks)
Milestone	Forecast	Actual	<b>AG – Construction</b> – Major earthworks commenced in March. This is susceptible to wet weather and therefore presents a risk to the programme. Other significant risks include performance of statutory undertakers. <b>G – Programme</b> – On track for completion March 2018. <b>G – Project Mgt</b> – Comms are ongoing and being well received.
Mobilise and start construction	Oct 2016	Oct 2016	
Complete eastbound offslip	July 2017	July 2017	
Complete westbound offslip	September 2017	September 2017	
Complete GWW works	November 2017	November 2017	
Complete construction	Mar 2018	Mar 2018	

**What are we spending?**

£Ms	2014/15	2015/16	2016/2017				Total	2017/18	2018/19	2019/20	Total
			Q1	Q2	Q3	Q4					
<b>Profile (LGF)</b>	0.28	0.88	-0.13	0.81	0.90	3.09	4.69	3.479		-3.12	5.92
<b>Actual / predicted</b>	0.28	0.88	-0.13	0.81	0.90	2.56*					5.3

\*subject to latest invoice

Total project budget = £12.613m made up of £5.92m LGF and £6.69m SBC/developer contributions.  
£3.12m to be paid back to Rapid Transit budget in 2019/20.

What have we done this month?	What do we need to do in the next 2 months (Actions)
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**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



- Construction – Works continue on the M4 Eastbound offslip, Westbound offslip, the southern section of the roundabout and south of the junction. Good progress is being made. Construction of temporary access to Upper Studley Farm complete.
- Project Mgt – Continued comms including some significant publicity due to the start of the muck shift and a senior management site visit.

- Construction – Complete works to the eastbound offslip and continue works throughout the rest of the site.
- Project Mgt – Continue comms (TM, ongoing)

**Change Control Notification History**

Change Control 1 (CR017)  
Submitted in October 2016  
Temporary transfer of £3.12m budget from Rapid Transit project

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/007/MH	Mansion House (Corsham)	Kaz Van Den Berg	Wiltshire Council	AG	AR	

**Project Description**

Renovation and conversion of Mansion House building in Corsham to create incubation space for businesses working within the digital or innovation sectors and teaching space to facilitate the opportunity to deliver both higher-education courses and schools engagement.

What does our path look like? (Milestones)				Are we on track? (Issues/Risks)
Milestone	Baseline	Revised Baseline (if applicable)	Forecast/ Actual	<p><b>Programme</b></p> <p><b>AR</b> – Planning application was submitted in November 2016 - <a href="#">Mansion House Planning Application Link</a>.</p> <p>Two objections have been (the Georgian Group and the Ancient Monument Society).</p> <p>If Wiltshire Council is minded to approve the planning application at Strategic Planning Committee it must submit it to the Secretary of State to consider the objections of the Statutory Consultees – in this case the Georgian Group and the Ancient Monuments Society. There is no way of knowing how long the application will be with the Secretary of State – this could be a few weeks to several months.</p> <p>Project Managers ARUP are preparing alternative plans and risk assessments to reflect potential delays. Milestones will be updated once these are developed.</p> <p>An update will be provided to the SWLEP after the Planning Committee.</p>
Appoint Project Team	Nov/Dec 2015	Feb 2016	Feb 2016	
Detailed design	May 2016	Oct 2016	Oct 2016	
Submit planning application	May 2016	Nov 2016	Nov 2016	
Tender issue (PIN)	June 2016	Dec 2016	Dec 2016	
Planning application approval	July 2016	Feb 2017	May 2017	
Stage 1 Contract award	Sept 2016	May 2017	April 2017	
Stage 2 Contract award	n/a	n/a	July 2017	

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Construction commence	Sept 2016	June 2017	July 2017	
Construction complete	June 2017	Dec 2017	Jan 2018	

**What are we spending?**

Total project budget of £2.5m is made up of LGF funding only. As a local match contribution Wiltshire Council has invested the building, valued at between £1million and £1.5million in to the project.

£Ms	2014/15	2015/2016	2016/2017	2017/18	2018/19	Total
<b>LGF Profile</b>		£0.030m	£0.254m	£2.170m	£0.050m	<b>£2.5m</b>
<b>Actual</b>	£0.001m	£0.030m	£0.146m			<b>£0.177m</b>

Total project spend to date £0.177m

**What have we done this month?      What do we need to do in the next 2 months (Actions)**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>Operational market engagement event (10 March)</li> <li>Conclusion of planning re-consultation on amended designs</li> </ul> | <ul style="list-style-type: none"> <li>Strategic Planning Committee (May)</li> <li>Continue to work with Planning Officers regarding referral to Secretary of State.</li> </ul> |
|---|---|

**Change Control Notification History**

Change Control 1 (CR001)  
Agreed in September 2015.  
Changes to scope and deliverables.

Change Control 2 (CR009)  
Submitted in October 2016  
Changes to schedule. Updating the project schedule in line with what ARUP have prepared. Project completion December 2017.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/008/SBX	Swindon Bus Exchange	Simon Bridgen	Swindon Borough Council	R	G	

**Project Description**  
New bus exchange facility to improve connectivity in and around the town, also to improve the attractiveness of the town centre

**What does our path look like? (Milestones)** | **Are we on track? (Issues/Risks)**

Milestone	Baseline	Revised Baseline	Forecast/Actual
Funding Approval (SBC)	2014	Complete	Completed
Legal Agreement with Bus Operators	2014	Complete	Completed
LGF approval	2014	Complete	Completed
CPO for land approved	Jan 2016	Complete	Completed
Carfax Car Park demolition completed	Jan 2016	Complete	Completed
Concept Design Review completed and stakeholder engagement undertaken		Mar 2017	March 2017
Detailed design completed and reserved matters planning application submitted	Mar 2016	Jun 2017	June 2017
Stopping up Order for Bus Exchange granted	Apr 2016	Sept 2017	September 2017
Planning permission granted	Jul 2016	Sept 2017	September 2017
Build Contract procured	Sept 2016	Mar 2018	March 2018
Temporary Bus Station construction start	Dec 2016	Aug 2018	August 2018
Temporary Bus Station	March 2017	Oct 2018	October 2018

**AR – Programme:** The CPO process has now been successfully concluded with the dismissal of the Judicial Review against the decision to grant the CPO. This means that the land acquisition process can now be progressed.

The Health Centre element of the scheme is generally progressing to programme, but the handover date of the new building to the NHS has been put back to May 2017. The slippage was caused by delays in the discharge of planning conditions and with the grant of the pavement/highways licence.

A change control has been submitted for new programme timescales and associated financial profiling.

**AR – Design:** The design review of the Bus Exchange options has been completed, and the emerging designs have been discussed with both major bus operators (Stagecoach and Thamesdown) during February. The resulting options are undergoing further stakeholder consultation prior to commencing the detailed design process.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



opens			
Construction start on site	September 2016	Oct 2018	October 2018
Bus Exchange construction completes	May 2018	June 2019	June 2019

**What are we spending?**

£Ms	2016/2017				2017/18	2018/19	2019/20	Total
	Q1	Q2	Q3	Q4				
<b>Profile (LGF)</b>	0	0	0	0	0.737	2.063	0.2	3.00
<b>Actual (against LGF)</b>	0	0	0	0				

Total project budget = £6m made up of £3m LGF and £3m SBC/Developer contribution

**What have we done in the past 2 months?      What do we need to do in the next 2 months (Actions)**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Construction of the new Health Centre is nearing completion.</li> <li>• The design review of Bus Exchange and Fleming Way options has been completed, with the final report received from the consultants.</li> <li>• The process of enforcing the CPO and progressing the land acquisition is proceeding.</li> </ul> | <ul style="list-style-type: none"> <li>• Complete the review of Bus Exchange options with key stakeholders, including SBC Councillors and Kimmerfields development partners.</li> <li>• Prepare the design brief ready for issue once the design options have been agreed following stakeholder discussion.</li> <li>• Produce updated cost estimates for the preferred option.</li> </ul> |
|--|--|

**Change Control Notification History**

Change Control 1 (CR022)  
Approved May 2017 – Revised timescales and associated financial profiling.

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**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/009/YWA	A350 Yarnbrook/West Ashton Relief Road	Martin Aldam	Wiltshire Council	G	G	

**Project Description**

Construction of a relief road from the A350 in the Yarnbrook and West Ashton area located to the south east of Trowbridge. The scheme will unlock the Ashton Park development of 2,600 homes and 15ha of employment land.

**What does our path look like? (Gantt Chart)**

Milestone	Baseline	Revised Baseline (if applicable)	Forecast / Actual
OBC approval	Apr 2015	Apr 2015	Apr 2015
Planning application submission by developer	May 2015	May 2015	May 2015
Outline planning permission approval	Feb 2016 to May 2016	Apr 2018	Apr 2018
Procurement / Tendering	Sept 2016 to Feb 2017	Dec 2018 <sup>1</sup>	Dec 2018
Develop Full Business Case	Oct 2016 – May 2017	Dec 2018	Dec 2018
FBC submission to SWLEP Board	May 2017	Jan 2019	Jan 2019
FBC approval	July 2017	Mar 2019	Mar 2019
Construction	Apr 2018 – Mar 2021	Apr 2019 to Apr 2021	Apr 2019 to Apr 2021

**Are we on track? (Issues/Risks)**

**G – Programme**

The project is on track. There are no current issues to report.

<sup>1</sup> Procurement and Tendering exercise will be carried out by the Developer. LEP role is to ensure VFM.

**What are we spending?**

Total project budget of £17.094m (to be refined on completion of the FBC) is made up of £5.5m of LGF funding, and £11.594m private sector funding.

£Ms	2016/2017	2017/2018	2018/2019	2019/2020	2020/21	Total
<b>LGF Profile</b>	£0.117m			£2.283m	£3.1m	<b>£5.5m</b>
<b>Actual</b>	£0.117m					<b>£0.117m</b>

Total project spend to date: £0.117m

**What have we done this month (Progress)**

- Further consideration of the Ashton Park planning application including phasing of the development in relation to the provision of the YWARR.

**What do we need to do in the next 2 months (Actions)**

- Continue to work through the planning application process (Michael Kilmister, Development Control Team Leader (Central)).
- Ongoing discussions with the Ashton Park developer regarding scheme delivery (Phil Tilley, Highways Development Control Officer).

**Change Control Notification History**

Change Control 1 (CR020)  
Agreed in March 2017  
Revised schedule to update the project milestones.



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Re	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/16/17/010/JNC17	M4 J17 Capacity Improvement	Kingsley Hampton	Wiltshire Council	G	AG	

What does our path look like? (Gantt Chart)				Are we on track? (Issues/Risks)
<b>Milestone ( * = critical path date)</b>	<b>Baseline</b>	<b>Revised Baseline (if applicable)</b>	<b>Forecast / Actual</b>	<p><b>G</b> - A Risk Register has been prepared as part of the draft FBC, comprising 48 specific risks. A risk budget has been calculated based on a combination of the estimated cost of each risk being realised and the probability of each risk becoming reality. The quantified risk budget is £0.117 million.</p> <p><b>AR</b> - Construction milestones have been updated based on HE requirements and as a result of the tendering and contracting phase.</p>
Signal specification sent to Highways England/ Skanska	Sept 2016	Sept 2016	Sept 2016	
Outline Business Case (OBC) complete	Sept 2016	Oct 2016	Oct 2016	
Complete detailed design (for procurement)*	Sept 2016	Oct 2016	Oct 2016	
Issue invitations to submit Participation Requests	Oct 2016	Oct 2016	Oct 2016	
OBC approval	Nov 2016	Nov 2016	Nov 2016	
Prior Information Notice (PIN) published*	Dec 2016	Dec 2016	Dec 2016	
Tender recommendation*	Feb 2017	Feb 2017	Feb 2017	
Full Business Case (FBC) submission*	Feb 2017	Feb 2017	Feb 2017	
FBC approval*	Jan 2017	Mar 2017	May 2017	
Main construction start*	June 2017	June 2017	Aug 2017	
Construction complete*	Oct 2017	Aug 2017	Dec 2017	
Opening date	Oct 2017	Aug 2017	Dec 2017	

**What are we spending?**

Total project budget of £1.18m is made up of £0.5m of LGF funding, and £0.68m Highways England funding.

£Ms	2016/2017	2017/2018	2018/2019	2019/2020	Total
<b>LGF Profile</b>	£0.136m			£0.364m	<b>£0.5m</b>
<b>Actual</b>	£0.14m				<b>£0.14m</b>

Total project spend to date: £0.14m

**What have we done this month (Progress)**

- Full Business Case (FBC) received from Atkins
- Scheme included in presentations to Michelle Donelan MP on 2 February and Chippenham Area Board on 13 March.
- Further site supervision and advance works actions developed / progressed.
- Report on scheme and tender outcome presented to Wiltshire Council Cabinet meeting on 4 April.
- Sent FBC to Independent Technical Advisor (ITA) for comments
- ITA returned 07/04/17

**What do we need to do in the next 2 months (Actions)**

- Revised FBC to be presented to SWLEP Transport Infrastructure Subgroup at meeting on 24 April.
- Produce a Frequently Asked Questions paper and include an article in the Wiltshire Council Parish Newsletter.
- Publish the draft FBC on the SWLEP's website.
- Obtain Accountable Body's S151 officer approval of Value for Money statement.
- Draft FBC to be presented to Commissioning Group at meeting on 10 May.
- Draft FBC to be presented for approval to SWLEP Board at meeting on 24 May.
- Prepare documents and / or hold meetings related to pre-construction matters (e.g. traffic management, method statements, statutory undertakers, advise adjacent residents and businesses).

**Change Control Notification History**

Change Control 1 (CR010)

Submitted in October 2016

Changes requested to schedule. To enable M4 Junction 17 Improvements to be delivered and completed in 2017/18 instead of 2019/20 as originally planned. Project completion scheduled for August 2017.

Change Control 2 (CR018)

Submitted in January 2017

Changes requested to drawdown schedule to enable the grant agreement to be updated.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/009/UFB	Ultrafast Broadband Procurement	Sarah Cosentino	Wiltshire Council (Wiltshire Online (WOL) Team)	G	G	

**Project Description**

To procure and deploy an Ultrafast / NGA broadband solution in Wiltshire.

**What does our path look like? (Milestones)**

Milestone	Baseline	Forecast/Actual
BDUK "B2" Assurance Checkpoint passed	Nov 2016	Nov 2016
OJEU ITT Scheduled Launch	Nov 2016	Nov 2016
Closing date for Bidder Signed "Expression of Interest"	Dec 2016	Dec 2016
ITT Bidder Response deadline	Feb 2017	Feb 2017
Bidder Evaluation Process	Mar 2017	Apr 2017
Contract Finalisation	Mar 2017	Apr 2017
BDUK Assurance Checkpoint "C"	Mar 2017	Apr 2017
Contract Signature / Sealing	Apr 2017	Apr 2017

This timeline currently considers the procurement process only, as known by the Project & Procurement Team. As an iterative process, more information will follow regarding deployment milestones, phasing of roll-out, etc., once the delivery model has been received and the contract has been awarded to a supplier.

**Are we on track? (Issues/Risks)**

- G – **Programme:** ITT launched – On schedule.
- G – **Contract Finalisation Process** – Complete
- G – **BDUK Assurance Board – Checkpoint "C"** – Complete
- G – **Contract Signature / Sealing** – In progress

**What are we spending?**

Total project budget of £3m is made up of **£1m** of LGF grant funding, (plus **£2m** of BDUK grant funding.)

£Ms	2018/19	2019/20	Total
<b>LGF Profile</b>	£0.5m	£0.5m	£1m
<b>Actual</b>			

**What have we done in the past 2 months?**

- ITT response deadline – 20<sup>th</sup> February.
- Evaluate bidder responses – 21<sup>st</sup> Feb – 21<sup>st</sup> March.
- Commence Local Body initial governance – 21<sup>st</sup> March.
- Bidders notified of evaluation outcome – 21<sup>st</sup> March.
- Standstill period – 28<sup>th</sup> March – 7<sup>th</sup> April.
- Contract finalisation – 21<sup>st</sup> March – 20<sup>th</sup> April.
- DCMS Approvals (Checkpoint “C”) including State Aid and Funding – 21<sup>st</sup> March – 20<sup>th</sup> April 2017.
- Ultrafast Bid Evaluation Report prepared, submitted and approved by the GWB Board.
- Completed the necessary Grant agreements with both BDUK and SWLEP.

**What do we need to do in the next 2 months (Actions)**

- Continuing DCMS Approvals (Checkpoint “C”) including State Aid and Funding – > 20<sup>th</sup> April 2017.
- BDUK / National Competence Centre – Checkpoint “C” State Aid Assurance Board. 20<sup>th</sup> April 2017.
- Local Body final governance & Contract Award – w/c 24<sup>th</sup> April 2017.
- Contract Signature / Sealing – w/c 24<sup>th</sup> April 2017.
- Change Control for amended LGF Payment Profile (see above), now that we have sight of the confirmed supplier deployment plans.

**Change Control Notification History**

N/A No Previous Change Control History

**Local Growth Fund (Growth Deal 3)**

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1718/001/WCS	Salisbury Campus Redevelopment.	JOA Consulting Jeff Owen	Wiltshire College Adrian Ford	NA	G	

**Project Description**

Construction, Life Sciences, Engineering & HE Centre new build extension & refurbishment works

**What does our path look like? (Milestones)**

Milestone	Baseline	Revised Baseline (if applicable)	Forecast/ Actual
RIBA Stage 1 Design Brief	March-May 17		
RIBA Stage 2 Concept Design	tbc		
RIBA Stage 3+ Developed Design	tbc		
Planning	tbc		
Tender (OJEU – main works)	tbc		
Stage 4 Contractor Technical Design	tbc		
Stage 5 Construction	tbc		
RIBA Stage 6 Handover	tbc		
RIBA Stage 7 In Use	tbc		

**Are we on track? (Issues/Risks)**

**Programme:** [G] A detailed programme is being defined as part of the Stage 1 Brief. Firm dates to be reported next period.

**Cost:** [G] A detailed cost plan and cashflow, capped within the OBC funding allowance, to be reported next period.

**Scope:** [G] A detailed brief for Stage 2 concept design is being prepared.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**What are we spending?**

The total project costs are estimated to be £14.8m (including VAT, contingency and an allowance for inflation). The College contribution is £1m capital. LEP contribution is £13.8m capital.

	20017/2018				2018/2019				2019/2020				
£Ms	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
<b>Profile (LGF)</b>													
<b>Actual (against LGF)</b>													

Cashflow forecast to be confirmed next reporting period, to align with the agreed programme.

**What have we done in the past 2 months?**

- Project start-up workshop meeting.
- Commence Stage 0 & 1 duties.
- Project team site visit.
- Receive 'user' brief
- Schedule of accommodation is being defined.
- Block plan mass & volume design appraisal
- Cost plan reviews on SOA and associated works.
- Assess overall programme and key dates.
- MEP site inspection.
- Establish existing site survey and record information (limited).

**What do we need to do in the next 2 months (Actions)**

- Agree the SOA/works within the capped funding
- Agree block plan mass/volume/location.
- Prepare cost plan.
- Prepare detailed programme
- Prepare design team fee enquiries
- Prepare Stage 1 report.
- Seek approval to proceed to Stage 2.
- Commence site survey

**Change Control Notification History**

None reported at this time.



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1718/002/WCL	Lackham Campus; Agri-Tech Centre & Associated Works	JOA Consulting Jeff Owen	Wiltshire College Adrian Ford	NA	G	

**Project Description**

New build agricultural technology centre, infrastructure and upgrade works.

**What does our path look like? (Milestones)**

Milestone	Baseline	Revised Baseline (if applicable)	Forecast/ Actual
RIBA Stage 1 Design Brief	March-May 17		
RIBA Stage 2 Concept Design	tbc		
RIBA Stage 3+ Developed Design	tbc		
Planning	tbc		
Tender (OJEU – main works)	tbc		
Stage 4 Contractor Technical Design	tbc		
Stage 5 Construction	tbc		
RIBA Stage 6 Handover	tbc		
RIBA Stage 7 In Use	tbc		

**Are we on track? (Issues/Risks)**

**Programme:** [G] A detailed programme is being defined as part of the Stage 1 Brief. Firm dates to be reported next period.

**Cost:** [G] A detailed cost plan and cashflow, capped within the OBC funding allowance, to be reported next period.

**Scope:** [G] A detailed brief for Stage 2 concept design is being prepared.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**What are we spending?**

Total project funding is £9.2m (including VAT, contingency and an allowance for inflation).  
Wiltshire College to provide a £1m capital. SW LEP to provide £8.2m capital contribution. The new facilities are located on College-owned land.

	20017/2018				2018/2019				2019/2020				Total
£Ms	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
<b>Profile (LGF)</b>													
<b>Actual (against LGF)</b>													

Cashflow forecast to be confirmed next reporting period, to align with the agreed programme.

**What have we done in the past 2 months?**

- Project start-up workshop meeting.
- Commence Stage 0 & 1 duties.
- Project team site visit.
- Receive 'user' brief
- Schedule of accommodation is being defined.
- Block plan mass & volume design appraisal
- Cost plan reviews on SOA and associated works.
- Assess overall programme and key dates.
- MEP site inspection.
- Establish existing site survey and record information (limited).

**What do we need to do in the next 2 months (Actions)**

- Agree the SOA/works within the capped funding
- Agree block plan mass/volume/location.
- Prepare cost plan.
- Prepare detailed programme
- Prepare design team fee enquiries
- Prepare Stage 1 report.
- Seek approval to proceed to Stage 2.
- Commence site survey

**Change Control Notification History**

None reported at this time.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1718/003/CCPM	The Maltings	Richard Walters	Wiltshire Council	N/A	G	

**Project Description**

The first and major transformational phase of the Maltings and Central Car Park Regeneration Scheme seeks to redevelop the Central Car Park and Coach Park site for a mix of commercial (retail and leisure) and residential uses.

**What does our path look like? (Milestones)**

Milestone	Baseline	Revised Baseline (if applicable)	Forecast/Actual
Pre planning design / technical work / consultation	Nov 2017		Nov 2017
Planning application submission	Dec 2017		Dec 2017
Planning consent	Apr 2018		Apr 2018
Contractor procurement and site mobilisation	Aug 2018		Aug 2018
Construction start on site	Sept 2018		Sept 2018
Practical completion and scheme opening	Oct 2020		Oct 2020

**Are we on track? (Issues/Risks)**

**G - Contractual Arrangements** Approval given by Wiltshire Council cabinet to enter into a delivery arrangement to secure the comprehensive development of the whole site on terms to be agreed with TH Real Estate , the owners of the Maltings shopping centre

**G - Design and Planning** The principles of development are well established in the council's Core Strategy. Wiltshire Council is working with TH Real Estate to bring forward proposals to go out to consultation later in the year.

**What are we spending?**

£Ms	2016/17	2017/2018				2018/19	2019/20	2020/21	Total
	0	Q1	Q2	Q3	Q4				
<b>LGF Profile</b>	0	£0.31m	£0.25m	£0.25m	£0.25m	£1.0m	£1.0m	£3m	<b>£6.06m</b>
<b>Actual</b>	0	£0.06m							<b>£0.06m</b>

Total Project spend to date: £0.06m  
Total project cost: £85.4 million

Wiltshire Council is developing a mechanism to enable remediation works to be completed ahead of drawdown of the total LGF grant allocation.

**What have we done in the past 2 months?**

- Approval given by Wiltshire Council cabinet to enter into a delivery arrangement to secure the comprehensive development of the whole site on terms to be agreed with TH Real Estate, the owners of the Maltings shopping centre

**What do we need to do in the next 2 months (Actions)**

- Agree commercial terms of a land deal with TH Real Estate
- Work with TH Real Estate towards development proposals for the site to go out to consultation with the community later in the year

**Change Control Notification History**

No change control notifications submitted to date

**Department for Transport – LGF (Growth Deal 1)**

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1516/003/EV(i)	New Eastern Villages Great Stall Bridge	Peter Morgan	Swindon Borough Council	AG	AG	

**Project Description**

New bridge across the A419 connecting the NEV site with East Swindon

**What does our path look like? (Milestones)**

Milestone	Baseline	Revised Baseline	Forecast/Actual
Viability Review	n/a	March 2016	March 2016
Preliminary design completed	July 2016	March 2017	March 2017
Planning application granted	August 2017	October 2017	October 2017
(SoS call in/Public Inquiry)	August 2018	October 2018	October 2018
D&B Tender Process	n/a	December 2017	December 2017
Detailed Design	August 2019	December 2018	December 2018
Construction commence	January 2021	January 2021	January 2021
Construction complete	May 2022	May 2022	May 2022

**Are we on track? (Issues/Risks)**

**AG – Cost**

- Atkins are currently reviewing the cost estimates and concept design for the scheme.

**AG – Project scope**

- The outcome of the modelling review for NEV may result in a change of scope from the original scheme.
- Options to be considered for the specification include the bridge being open to all traffic rather than the original scope of public transport, pedestrian and cycle use only. This will be considered as part of the comprehensive access strategy.

**G – Programme**

- On programme

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**What are we spending?**

	15-16	16-17				Total	17/18	18/19	19/20	20/21	TOTAL
		Q1	Q2	Q3	Q4						
Approved LGF Profile	0	0	0	0	0	0.5	1.761	4.696	0.643	<b>7.6</b>	
Actual Spend Incurred	0	0	0	0	0						

Total project budget= £17.922m made up of £7.6m LGF and £10.322m SBC/developer contribution

**What have we done in the last 2 months**

- Worked with Atkins to develop design scopes.

**What do we need to do in the next 2 months (Actions)**

- Confirm how the scheme design integrates as part of the comprehensive access strategy and, in particular, with the proposed improvements to White Hart Junction, as the two schemes intersect at Merlin Way.

**Change control Notification History**

Change Control 1 (CR013)

Agreed in October 2016

Change of schedule to accommodate design and build programme. End dates are unchanged but interim milestones have moved. Change control request for spend profile to follow.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1516/003/EV(iib)	New Eastern Villages Mitigation West of A419 Package 2	Peter Morgan	Swindon Borough Council	G	G	

**Project Description**

Traffic management measures and junction improvements within East Swindon

**What does our path look like? (Milestones)**

Milestone	Baseline	Forecast / Actual
Initial site surveys	November 2015	November 2015
Preliminary design	December 2018	December 2018
Detailed Design/tender documents	November 2019	November 2019
Complete on site	March 2021	March 2021

**Are we on track? (Issues / Risks)**

**G – Cost** – Project still within original predicted budget. Scheme spend estimated to start in 2019/20. Anticipated LEP grant of £0.5m in 19/20 and £1.5m in 20/21.  
**G - Quality** – Currently no issues with quality.  
**G – Time** – Programme still on original path.

**What are we spending?**

	15-16	16-17				Total	17/18	18/19	19/20	20/21	21/22	TOTAL
		Q1	Q2	Q3	Q4							
Approved LGF Profile	0	0	0	0	0	0	0	0.500	1.500	0	<b>2.000</b>	
Actual Spend Incurred	0	0	0	0	0							

Total project budget = £2.613m made up of £2m LGF and £0.613m SBC funding/developer contributions

**What have we done in the last 2 months**

SBC have commissioned the business case for WHJ & SCR, this will in turn lead to the development of the necessary 2014 base strategic model and 2026 forecast model which is essential to inform the package 2 works.

**What do we need to do in the next 2 months (Actions)**

N/A



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1516/003/EV(iii)	New Eastern Villages A420 Gablecross & Police Station	Robert Sweetnam	Swindon Borough Council	AR	AG	

**What does our path look like? (Milestones)**

Milestone	Baseline	Forecast/Actual
Feasibility modelling	October 2016	October 2016
Preliminary design	March 2017	March 2017
D&B Tender Process	December 2017	December 2017
Detailed design	August 2018	August 2018
Construction commence	September 2018	September 2018
Construction complete	August 2019	August 2019

**Are we on track? (Issues/Risks)**

- AG – Costs**
- Feasibility modelling identified additional junction capacity required, resulting in a need to review and refine the design options for the scheme which may in turn impact upon scheme costs.
  - Atkins cost estimate is under review.
- AR – Quality**
- Modelling identifies that additional junction capacity is required, resulting in a need to review and refine the design options for the scheme.
- AG – Time**
- Delays have occurred with strategic modelling. Once results are received, Atkins will progress preliminary design and programme. Change control submitted.

**What are we spending?**

	15-16	16-17				17/18	18/19	19/20	20/21	21/22	TOTAL
		Q1	Q2	Q3	Q4						
Approved LGF Profile	0.041	0.022	-0.022	0.000	0.021	0.509	1.5	0.429			2.500
Actual Spend Incurred (LGF)	0.041	0.022	-0.022	0.000	0.021						0.062

Total project spend to date = £0.062m out of a total project budget of £5.37m

What have we done in the last 2 months	What do we need to do in the next 2 months (Actions)
<ul style="list-style-type: none"> <li>• Reviewed the modelling report from CH2M</li> <li>• Atkins reviewing CH2M cost estimate for JMP design</li> </ul>	<ul style="list-style-type: none"> <li>• Progress options for Gablecross junction design based on the output from the modelling work</li> <li>• Recommend a preferred solution for preliminary design</li> <li>• Commence Utility Investigations</li> <li>• Commence Environmental Impact Assessment (EIA) screening</li> <li>• Pre-application consultation with the Local Planning Authority.</li> </ul>
Change control Notification History	
<p><u>Change Control 1 (CR012)</u> Agreed in October 2016 Change of schedule to accommodate design and build programme. End dates are unchanged but interim milestones have moved. Change control request for spend profile to follow.</p> <p><u>Change Control 2 (CR021)</u> Submitted in March 2017 Change of financial profiling in accordance with above change control regarding milestones as above.</p>	

**Department for Transport - Retained**

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
DFT/1516/003/EV(iv)	New Eastern Villages Southern Connector Road	Tom Campbell	Swindon Borough Council	G	AG	↑

**Project Description**

New link road connecting the NEV with the A419 at Commonhead Interchange

**What does our path look like? (Milestones)**

	Baseline	Revised Baseline	Forecast/Actual
Preliminary survey work	n/a	January 2016	February 2016
Preliminary design (Stage 2)	February 2016	May 2017	May 2017
Planning Consent	April 2017	November 2017	November 2017
Land acquisition (CPO) complete	August 2017	February 2019	February 2019
(SoS call in/Public Inquiry)	May 2018	November 2018	November 2018
D&B Tender Process	n/a	June 2018	June 2018
Detailed Design	April 2019	June 2019	June 2019
Construction Commence	October 2019	October 2019	October 2019
Construction Complete	March 2021	March 2021	March 2021

**Are we on track? (Issues/Risks)**

- AG – Cost** – Estimate currently being reviewed as changes in the planned road alignment may impact on cost.
- AG – Quality** – Archaeological remains have been found on the indicative alignment. Liaison is underway with Historic England and the County Archaeologist on options to mitigate the impact of the scheme.
- G – Time**
- The project is on track to achieve overall construction milestone
- G – Programme**
- No Programme issues

**What are we spending?**

	15-16	16-17				Total	17/18	18/19	19/20	20/21	TOTAL
		Q1	Q2	Q3	Q4						
Profile (LGF)	0	0	0	0	0	0	0	5.800	5.800	<b>11.600</b>	
Actual (LGF)	0	0	0	0	0						

Total project budget = £20.95m made up of £11.6m LGF and £9.35m SBC/developer contributions

**• What have we done in the last 2 months**

- Produced Constraints Plan and identified alternative alignment options
- Hydrogeological investigations, arboriculture, ecological and geophysical surveys
- Commissioned additional geophysical surveys
- Commenced review of construction cost estimates
- Meeting has been held with appointed land agent
- Commenced pre-application discussions with the Local Planning Authority
- Met with SBC's Highways Asset Managers to agree design standards
- Commenced Flood Risk Assessment

**What do we need to do in the next 2 months (Actions)**

- Continue surveys programme and commission additional surveys as necessary
- Refine Constraints Plan based on information obtained from surveys
- Complete arboriculture report
- Examine highway layout options at Commonhead Interchange and at the Wanborough Road junction
- Continue Flood Risk Assessment
- Agree Planning Strategy with the Local Planning Authority
- Confirm land assembly programme
- Confirm preferred alignment for the SCR
- Complete cost estimate update
- Liaise with Canal Trust and lead consultant regarding design issues related to the Canal route.

Change control notification history

Change Control 1 (CR005)

Agreed in April 2016

Slip of planning application date by 6 months

Change Control 2 (CR014)

Agreed in October 2016

Change of schedule to accommodate design and build programme. End dates are unchanged but interim milestones have moved. Change control request for spend profile to follow.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
DFT/1516/003/EV(v)	New Eastern Villages White Hart Junction	Peter Morgan	Swindon Borough Council	G	G	

**Project Description**

Improvement of A419/A420 Interchange

What does our path look like? (Milestones)				Are we on track? (Issues/Risks)
Milestone	Baseline	Revised Baseline	Forecast/Actual	<p><b>G – Cost</b></p> <ul style="list-style-type: none"> <li>Estimates are currently being reviewed following the refinement of the design scope</li> <li>Awaiting update on land requirements and costs</li> </ul> <p><b>G – Quality</b> – There are currently no issues with scheme quality</p> <p><b>G – Time</b></p> <ul style="list-style-type: none"> <li>No programme issues</li> </ul>
Preliminary design stage 1	February 2015	February 2015	February 2015	
Preliminary design stage 2	December 2015	March 2017	March 2017	
Planning application granted	February 2017	October 2017	October 2017	
Land acquisition (CPO)	June 2017	October 2017	October 2017	
(SoS call in/Public Inquiry)	February 2018	October 2018	October 2018	
D&B Tender Process	n/a	December 2017	December 2017	
Detailed design	June 2018	December 2018	December 2018	
Construction commence	January 2019	March 2019	March 2019	
Construction complete	February 2021	February 2021	February 2021	

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**What are we spending?**

	15-16	16-17				Total	17/18	18/19	19/20	20/21	TOTAL
		Q1	Q2	Q3	Q4						
Approved LGF Profile	0	0	0	0	0.600	<b>0.600</b>	0.400	0	11.000	10.500	<b>22.500</b>
Actual Spend Incurred (LGF)	0	0	0	0	0.028	0.028					

Total project budget = £32.8m made up of £22.5m LGF and £10.3m SBC/developer contributions

**What have we done in the past two months?**

- Worked with Atkins to refine design scope and costs.
- Appointed topographical survey contractor for all junction areas.

**What do we need to do in the next 2 months (Actions)**

- Complete topographical surveys
- Produce revised design options to address specific issues including the management of local traffic movements, which will potentially change as a result of the new junction layout.

**Change control notification history**

Change Control 1 (CR006)

Agreed in April 2016

Slip of design milestone 2 by 6 months

Change Control 2 (CR015)

Agreed in October 2016

Change of schedule to accommodate design and build programme – end date unchanged but significant change within the programme. Spend profile change control request to follow



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1516/003/EV (vi)	New Eastern Villages Business Case	John Seddon	Swindon Borough Council	G	AG	

**Project Description**

Preparing and presenting the Outline Business Case to DfT to secure full scheme funding approval

**What does our path look like? (Milestones)**

Milestone	Baseline	Revised Baseline	Forecast/Actual
Management and Commercial Case workshops completed	September 2015	September 2015	Completed
Options Appraisal Report completed	December 2015	December 2015	Completed
Appraisal Specification Report completed	December 2015	May 2016	Completed
Submission of OAR and ASR to DfT for review	December 2015	June 2016	Completed
Receipt of comments from DfT and agreement of next stage	January 2016	December 2016	Completed
Re-submission of OAR and ASR to the DfT			May 2017
Completion of modelling work for forecasting scenarios			July 2017
Submission of Strategic Outline Business Case to SWLEP and DfT			September 2017
Completion of Outline Business Case	April 2016	May 2017	June 2018

**Are we on track? (Issues/Risks)**

**A – Programme:** Meeting has been held with the DfT to discuss the programme for delivering the key Business Case milestones for the two retained schemes. Atkins have commenced work on the forecast modelling and the related Business Case documentation. The outcome of these discussions is reflected in the updated milestones, which link with the scheme delivery programmes for the White Hart Junction and the Southern Connector Road.

**G – Cost:** This work is currently on budget.

**What are we spending?**

£Ms	2015/2016	2016/2017				2017/18	Total
		Q1	Q2	Q3	Q4		
<b>Profile (LGF)</b>	0.382	0.057	0.018	0.043			<b>0.500</b>
<b>Actual (against LGF)</b>	0.382	0.057	-0.094	0.066	0.089		<b>0.500</b>

Total project budget = £0.5m made up of £0.5m LGF

**What have we done in the past 2 months?**

- Meeting has been held with the DfT on 21st March including a site visit to the retained scheme locations. Included discussion of DfT requirements regarding the Business Case, and the modelling work.
- Atkins has commenced work on the Future Model scenarios to allow scheme testing as part of the Business Case development – inception meeting was held on 29<sup>th</sup> March and project meetings are being held regularly to discuss progress.

**What do we need to do in the next 2 months (Actions)**

- Progress work on the forecasting model and the development of the scenarios for testing of the retained schemes.
- Submit the revised OAR and ASR reports to the SWLEP and DfT.

**Change Control Notification History**


Change Control 1 (CR016)

Agreed in October 2016

Changes requested to align with the re-baselining of other NEV schemes to accommodate design and build option

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1617/002/WI	Wichelstowe Western Access	Tim Mann	Swindon Borough Council	G	AG	

**Project Description**

A tunnel or bridge across the M4 to provide the fourth access to the Wichelstowe development

**What does our path look like? (Milestones)**

Milestone	Forecast	Actual
Complete Outline Business Case	Summer 17	
Complete EIA (if required)	Mid 18	
Issue tender (ITT)	Autumn 18	
Appoint contractor	Spring 19	
Mobilise and start construction	Spring 19	
Complete construction	March 21	

Note: Detailed milestone dates to be added in next report when preferred option and associated timescales are known.

**Are we on track? (Issues/Risks)**

**AG** – Early project planning and business case work is being carried out, including engagement with DfT.

**What are we spending?**

	2016/2017	2017/18	2018/19	2019/20	2020/21	Total
<b>£Ms</b>						
<b>Profile (LGF)</b>	<b>0</b>	<b>0.20</b>	<b>2.69</b>	<b>10.00</b>	<b>10.00</b>	<b>22.89</b>
<b>Actual / predicted</b>						

Total project budget = £28.19m made up of £22.89m LGF and £5.3m SBC/developer contributions

What have we done this month?	What do we need to do in the next 2 months (Actions)
<ul style="list-style-type: none"> <li>• Overall approach to next stage of scheme delivery agreed.</li> <li>• First meeting with DfT held.</li> <li>• Business Case development has commenced.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue Business Case development</li> <li>• Complete first detailed programme</li> <li>• Engage with key stakeholders including Highways England</li> </ul>
Change Control Notification History	
None to date	

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
DFT/1617/004/CSH	Chippenham Station Hub	Rory Bowen	Wiltshire Council	AG	AG	

**Project Description**

Enhancement of station facilities including increased car parking, railway crossing provision, retail facilities and public realm improvements.

What does our path look like? (Milestones)				Are we on track? (Issues/Risks)
Activity	Baseline Date	Revised Baseline	Forecast / Actual	<p><b>Programme</b></p> <p><b>AG</b> – GWR Phase 1 delivery via business case to the LEP will now be presented to the LEP Board in July rather than the May deadline as originally envisaged. Council officers continue to work closely with GWR on business case development.</p> <p><b>AG</b> – April 2017 sees commencement of the OBC for Phase 2, following some soft market testing and further technical work completed by WSP Parsons Brinckerhoff. There has been a delay in procurement of the OBC as the Council is seeking clarification on a number of points contained in the quotes received from suppliers to ensure best value and quality.</p>
Viability assessment	Dec 2016	n/a	Dec 2016	
Procurement and commence GRIP 4/OBC	Sep 2016	n/a	Apr 2017	
GWR Phase 1 Business case	Mar 2017	n/a	Jun 2017	
GWR Phase 1 Delivery approval from LEP	May 2017	n/a	Jul 2017	
Delivery of Phase 2 Outline Business Case	Jan 2017	Jul 2017	Jul 2017	
Phase 2 Planning application submitted	Dec 2016	Aug 2017	Aug 2017	
Start of works	Jul 2017	Mar 2018	Sept 2017	
Full approval application submitted to DfT	May 2017	Nov 2017	Nov 2017	
Completion of works	Jan 2019	Oct 2019	Oct 2019	

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**What are we spending?**

Total project budget of £34m is made up of £16m of LGF (DFT Retained) funding, £2m of Wiltshire Council funding (not secured), and £16m private sector funding (not secured).

£Ms	2015/2016	2016/2017	2017/2018	2018/2019	2019/20	Total
<b>LGF Profile</b>	£0.028m	£0.32m	£3m	£12.65m		£16m
<b>Actual</b>	£0.028m	£0.114m				£0.142m

Total project spend to date: £0.142m

**What have we done in the last month?**

- Project steering group updated on GWR business case proposal
- WSP Parsons Brinckerhoff working on technical note/updated ASR and feedback from DfT in relation to underlying economic assumptions
- WSP-PB going through soft market testing and re masterplanning exercise
- Continued partnership working with GWR to develop Phase 1 Delivery business case
- Scheme presented to Chippenham Area Board on the 13<sup>th</sup> March
- Award contract for delivery of OBC and outline planning application

**What do we need to do in the next 2 months (Actions)**

- Initiate and drive OBC phase with technical input from Network rail via BAPA
- Complete GWR Phase 1 outline business case and present to LEP (July)

**Change Control Notification History**

Change Control 1 (CR004)

Agreed in March 2016

Changes to phase 1 schedule. Revised schedule to take into account the development and delivery of the SOBC, OAR, and AST.

Change Control 2 (CR011)

Submitted in October 2016

Changes to overall schedule with completion in October 2019.

**City Deal**

## LEP Programmes Highlight Report to Commissioning Group (10 May 2017)



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LGF/1516/006/CD	Swindon & Wiltshire Higher Futures	Mandy Timbrell	LEP Partnership – SBC/WC	AR	AR	

What does our path look like? (Milestones)			Are we on track? (Issues)					
Milestone	Baseline	Current Forecast Date						
<b>Marketing/Communications</b>			<p><b>G – Cost:</b> Spend is within profile</p> <p><b>G – Time:</b> Time scales for the revised plan are back to green with the team having made significant progress over the last month.</p> <p><b>AR – Delivery:</b> Progress being made towards implementation. The programme is behind in relation to the achievement of learner outputs this financial year, but ahead with business engagement.</p>					
Develop menu for businesses and updated collateral for all audiences, testing with employers and HEI partners	October 2016	Complete						
HF website goes live	Feb 2016	Complete Jan 17						
<b>Business Engagement</b>								
Re-purpose Learner Client Engagement adviser role to focus on business engagement	February 2017	Complete						
Use new databases to create meaningful engagements with businesses	March 2017	Complete March 17						
Develop pipeline of learners to engage 17/18 through levy opportunity	March 2017	Complete March 17						
Develop relationships with key intermediaries to reach micro and SMEs	Dec 2016	Complete						
<b>Military Engagement</b>								
Meet Army HQ education branch	January 2017	On Hold						
Review Learner Engagement Strategy	January 2017	ON HOLD						
Develop marketing collateral for military community	December 2016	Complete						
Identify first cohort of military leavers/ spouses / veterans	March 2017	Complete						
Deliver first courses for military community	April 2017	April 2017						
<b>Learning Providers</b>								

	No. of Contacts (Cumulative)	Stage of engagement				Learners linked to tender	Actual learner starts	Predicted pipeline learners	
		1	2	3	4				
November 2016	893	26	5	2	1	1	45	11	154
April 2017	4178	43	13	4	5	5	65	26	260

**Further issues/risks**

- Funding will only cover another 2 years at current cost, model to become self-sustaining by 2020 needs to be revised.
- FE Colleges view current model as competition further work to be done to ensure new model enables a truly collaborative approach.



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Convene strategic group to develop degree apprenticeships	June 2016	Complete
Engage new providers to ensure demand can be met for Serco referrals	March 2017	Complete March 2017

**What are we spending? (Total Project)**

£Ms	2015/2016	2016/2017				2017/18	2018/19	2019/20	Total
		Q1	Q2	Q3	Q4				
<b>Profile (LGF)</b>	£0.374m	£0.77m	£0.075	£0.100m	£0.100m	£0.337m	£0.347m	£0.358m	£1.768m
<b>Actual</b>	£0.320m	£0.078m	£0.072m	£0.111m	£0.046				£0.581m

**What have we done this month (Progress)**

- Developed bespoke provision for H4H which will be an ongoing programme for military 40 learners delivered by USW at Tedworth House over several years. First cohort to start imminently
- Brokered UWE as the provider for the SBC new Leadership academy and secured on-going work with Swindon Borough Council supporting the development of a plan to maximise the impact of the apprenticeship levy.
- Populated new CRM with data and beginning to embed use of the system into day to day activities. The reporting functionality is far more sophisticated.
- Wrote report for SWLEP board based on Subgroup, Commissioning Group and BEIS input with proposal for new model and outputs.
- Met with colleges and GWP to present the proposal and agree strategy for working in collaboration rather than competition.

**What do we need to do in the next 2 months (Actions)**

- Identify other sources of income – e.g. bidding for funding to ensure Higher Futures can continue to provide a service when the grant runs out.
- Develop new project plan with clearly identified key drivers for 2017 based on agreed new programme (End of March 2017) and finalise budget for 17/18
- Follow up meeting with colleges to agree future collaborative approach
- New project outputs and deliverables to be set for Higher Futures following Board approval of proposal
- Finalise team KPIs and targets for the new programme.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



- Meeting with Col James Coote to agree military support for Higher Futures, resulting in renewed engagement from military
- Delivery of Higher Futures Insight session with ILM in March 2017 which had 39 attendees and resulted in Higher Futures being asked to input to an ILM white paper on “transitioning leadership and team working skills for service leavers”.
- Attended meetings to understand skills requirements for Boscombe Down with action plan to be developed.
- Developed proposal for a newly defined Higher Futures programme, to be presented to SWLEP Board and DFE in May.

**Careers and Enterprise Company (CEC)**

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LEP/GEN/001/CEC	Swindon & Wiltshire Enterprise Adviser Network	Kirstie Barter (Wiltshire Council)	Wiltshire Council & Swindon Borough Council	G	G	

**Project Description**

The Enterprise Adviser Network is coordinating and building lasting connections between business, schools and colleges across the LEP area. Volunteer Enterprise Advisers from business work directly with school and college Senior Leadership Team to develop effective employer engagement plans ensuring young people have the skills they need to excel in education and life.

**What does our path look like? (Milestones)**

Milestone	Baseline	Revised Baseline (if applicable)	Forecast/Actual
Yr 2 Q2 (Jan-March 17) claim and financials to be submitted	April 2017		28 <sup>th</sup> April 2017
EAN incentive payment received	April 2017		April 2017
C&EC Mentoring Campaign has commenced April 17- June 18	April 2017		April 2017
EAN profile targets achieved	July 2017		July 2017
New Wiltshire ECs in post and induction/training underway	April 2017		April 2017
SEN schools Fairfield and	July 2017		July 2017

**Are we on track? (Issues/Risks)**

**G – Programme:** The SWEAN continues to grow its network with a 12% rise in the number of EAs recruited this academic year alone. Wiltshire Council has successfully restructured and has recently appointed two Employment & Skills Officers to act as Enterprise Co-ordinators. A carefully planned EC induction as been initiated with full support from the CEC. This will ensure that despite the imminent departure in May of our most experienced Wiltshire EC their knowledge and experience will be shared and opportunities for shadowing maximised. Martin Casey is the Acting Enterprise Coordinator for Swindon, pending decisions on future funding for the project and consequent recruitment of a new Coordinator.

**G – Cost:** Year 2 Quarter 2 - £19,988.53 Grant Claim & £1,716 from Kick Start. 2<sup>nd</sup> claim submitted end of April, awaiting approval from C&EC. Received £25,000 Incentive payment Mar 2017, to be split £15,000 WC & £10,000 SBC.

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Rowdeford to join the SWEAN				<b>AG – Scope:</b>
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**What are we spending?**

£Ms	2015/2016	2016/2017				2017/18	Total
		Q1	Q2	Q3	Q4		
<b>Profile</b>	180000	25000	20000		-		<b>225000</b>
<b>Actual</b>	175500	23088	19988				<b>218576</b>

Overall spend for project is now £218,576 (Including Year 2 Quarter 2- £19,988 Grant Claim & £1,716 from Kick Start fund)

**What have we done in the past 2 months?      What do we need to do in the next 2 months (Actions)**

<ul style="list-style-type: none"> <li>• New Wiltshire ECs started on 03/04/17</li> <li>• National Awareness sessions completed with 850 Wiltshire and 1000 Swindon students</li> <li>• CSW Mentoring programme underway with three schools identified to work with in the first quarter</li> <li>• New EAs being referred through CIPD</li> <li>• CEC/SWEAN sponsoring What Next? Careers Fair in Salisbury to increase engagement and growth of the network in the south</li> <li>• Ongoing 1:1 work with EAs, schools and ECs - completing needs analysis/ developing effective employer engagement strategy/increased business engagement and activities to complement the EAN</li> <li>• Sheldon Associates Networking Meeting (01/03/17)</li> <li>• Employer Engagement Networking Meeting (28/02/17)</li> </ul>	<ul style="list-style-type: none"> <li>• Grant offer Sep 2017- Aug 2020 received, offer to be accepted by 31/05/17</li> <li>• New ECs to build relationships within their allocated network with the division of Wiltshire area as South/West and North/East</li> <li>• ECs to establish EA networking/training sessions in their areas</li> <li>• SWEAN EC meeting 26/04/17</li> <li>• ECs to visit the Solent LEP to share best practice 28/04/17</li> <li>• Joining the Dots Conference 04/05/17</li> <li>• New EC training in London 31/05/17</li> <li>• Grow the network to include SEN schools in Wiltshire to include Fairfield and Rowdeford</li> <li>• Build relationships with our Virtual School to explore extending the network for the benefit of Wiltshire LAC</li> </ul>
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- Mock Interviews at Wiltshire College Chippenham Campus (07/03/17)
- Apprenticeship Workshop at Kingdown School (21/03/17)
- Apprenticeship Workshop at Devizes School (22/03/17)

- young people
- Targeted EA recruitment drive for priority schools/those who have joined the EAN in Year 2
- Audit of EA declarations and DBS clearances to be undertaken and gaps addressed
- Launch of Work Wiltshire website with a dedicated section for the EAN
- Evaluation and re-launch of the Employability Charter to support the work of schools and the network
- New CEC audit and development tool to be used with schools to evidence and evaluate impact
- LEP briefing paper on the direction of travel for the SWEAN 2017-2020

**Change Control Notification History**

N/A

**Department of Business Energy and Industrial Strategy (BEIS)**

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LEP/GEN/002/GH	Growth Hub	Ian Durston	LEP	AR	AG	

**Project Description**

Provision of an online portal to sign post businesses to relevant business support provision in the area, both from the private and public sector. Supplemented by number of business support services from Unitary Authorities with Growth Hub portal acting as ‘umbrella’.

**What does our path look like? (Milestones)**

Milestone	Baseline	Forecast/Actual
LEP Marketing Manager in place	Sept 2016	Sept 2016
ESIF SME Growth project starts	1 Nov 2016	1 Nov 2016
Complete Portal Project Manager Commissioning	Oct 2016	Dec 2016
Complete Spec for portal development	Nov 2016	Feb 2016
Complete procurement process to appoint portal development contractor	Dec 2016	Mar 2016
Submit portal development proposal to Commissioning Group	Mar 2017	Mar 2017
Begin portal development work	Mar 2017	May 2017
Go Live of first stage of new portal	Jun 2017	Jul 2017
Formal public launch of new portal	Sept 2017	Sept 2017

**Are we on track? (Issues/Risks)**

**G – Delivery to date:** Delivery during 15/16 was in partnership with Inspire who managed portal and marketing plus face to face service (through Wiltshire Business Support Service Contract). Face to face now with ESIF SME Growth project and interim portal management to be carried out by LEP/RIKA Digital.

**AG – Delivery Going Forward:** Focus on development of more interactive portal using BEIS funding. RIKA Digital proposal agreed at March LEP board meeting. Project resource now being engaged and work beginning. First beta go-live at end of July to limited group of companies. Full launch end of September. Timing is quite tight. Jo Minaar has been seconded from Higher Futures team to manage the project going forward.

**G – Successful Growth Hub event held of 23 March**

**G – Cost – 2016/17 budget all defrayed.** Financial audit and service evaluation work currently underway. £205k budget for 17/18, but no funding confirmed by BEIS post end of March 2018.



**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



**What are we spending?**

£Ms	2015/16	2016/17	2017/2018				2018/19	Total
			Q1	Q2	Q3	Q4		
<b>Profile (BEIS)</b>	0.25	0.205	0.05	0.05	0.05	0.055	0	<b>0.66</b>
<b>Actual (against BEIS)</b>	0.25	0.205	0					<b>0.455</b>

**What have we done in the past 2 months?**

- RIKA Digital proposal agreed by LEP Board
- 23 March event run successfully
- Jo Minaar seconded to manage portal development project.
- Software for portal development purchased
- Developer interviews held
- Creative piece RFQ discussed with Procurement team

**What do we need to do in the next 2 months (Actions)**

- Complete Creative piece RFQ and engage agency
- Appoint developers
- Run data and content pieces
- Run second event to inform businesses of progress

## **Growing Places Infrastructure Fund (GPIF)**

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LEP/GPIF/001/CAS	GPIF – Castledown Business Park	Scott Anderson	Wiltshire Council	G	G	

**Project Description**

Development of latest phases of 33 acre Castledown Business Park in Ludgershall (office, industrial and warehouse uses).

**What does our path look like? (Milestones)**

Milestone	Baseline	Forecast/Actual
Repayment of loan to LEP	TBA	

**Are we on track? (Issues/Risks)**

**G – Status:** £2.54m loan paid to project in 2014/15. Payment back to LEP originally scheduled for 2015/16 but LEP Board agreed at March 2016 Board Meeting that loan will be repaid when funding is required to satisfy the drawdown requirements of other projects as they come forward. The funding could potentially also be used in the open call process currently being instigated.

**What are we spending?**

£Ms	2014/15	2015/16	2016/17	2017/18
<b>Outgoing Loan</b>	2.54			
<b>Repayment</b>	TBD			

Outgoing loan has been issued

**What have we done in the past 2 months?**

- None

**What do we need to do in the next 2 months (Actions)**

- None

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LEP/GPIF/002/KIM	GPIF – Kimmerfields	Deborah Heenan	Forward Swindon	AR	AR	

**Project Description**

Regrading of Fleming Way in order to extend the Central Business District in Swindon town centre as part of the Kimmerfields development.

What does our path look like? (Milestones)			Are we on track? (Issues/Risks)							
Milestone	Baseline	Forecast/Actual	<b>AR – Status:</b> £4.5m funding agreement has been signed, but release of monies is dependent on recipient entering into their own funding agreement with a developer by the end of 2016. A request from Swindon Borough Council has been granted to defer this requirement to March 2018.							
Enter Developer Agreement	Dec 2016	TBA								
Issue Loan to FSL	Jan 2017	TBA								
What are we spending?										
	<b>£Ms</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
	<b>Outgoing Loan</b>	0.15	0.384	1.866	2.1					
	<b>Repayment</b>						1.0	1.0	1.0	1.5
Outgoing loan has not been issued – profile requires revision										
What have we done in the past 2 months?					What do we need to do in the next 2 months (Actions)					
<ul style="list-style-type: none"> <li>None</li> </ul>					<ul style="list-style-type: none"> <li>Determine if loan still required, and if so, what profiling looks like</li> </ul>					

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LEP/GPIF/003/PL	GPIF – Park Lane Corsham	Scott Anderson	Bath ASU	AR	AG	

**Project Description**

Development of facilities at Bath ASU - a pharmaceutical company based in Corsham.

**What does our path look like? (Milestones)** **Are we on track? (Issues/Risks)**

Milestone	Baseline	Forecast/Actual
Complete Funding Agreement	Aug 2016	TBA
Issue Loan to Bath ASU	Sept 2016	TBA

**AG – Status:** £1.85m loan requested. Delays have been experienced in signing the funding agreement due to issues with the security provided by the recipient. Funding agreement documents have now been agreed by Wiltshire Council and are awaiting review and signature by Bath ASU legal team.

**What are we spending?**

£Ms	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<b>Outgoing Loan</b>	1.85								
<b>Repayment</b>			0.65	0.6	0.6				

Outgoing loan has not been issued

**What have we done in the past 2 months?** **What do we need to do in the next 2 months (Actions)**

- Ongoing discussions with Bath ASU

- Sign funding agreement
- Issue loan to Bath ASU

**LEP Programmes  
Highlight Report to Commissioning Group (10 May 2017)**



Project Ref	Project Name	Project Manager	Lead Delivery Partner	Previous	Current	Direction
LEP/GPIF/004/WCH	GPIF – Wichelstowe (Jnc 16)	Tim Mann	Swindon Borough Council	AR	AR	

**Project Description**

Major improvements to M4 junction 16 slip roads and approaches in order to support delivery of Wichelstowe housing development..

What does our path look like? (Milestones)	Are we on track? (Issues/Risks)									
<table border="1"> <thead> <tr> <th>Milestone</th> <th>Baseline</th> <th>Forecast/Actual</th> </tr> </thead> <tbody> <tr> <td>Complete Funding Agreement</td> <td>Aug 2016</td> <td>TBA</td> </tr> <tr> <td>Issue Loan to Swindon Borough Council</td> <td>Sept 2016</td> <td>TBA</td> </tr> </tbody> </table>	Milestone	Baseline	Forecast/Actual	Complete Funding Agreement	Aug 2016	TBA	Issue Loan to Swindon Borough Council	Sept 2016	TBA	<p><b>AG – Status:</b> £2.5m loan requested. There have been issues with the recipient over the complexity of the required funding agreement. A more simplified version is being looked at with discussions taking place between recipient and Ashfords. Swindon Borough Council may have other competitive sources of funding open to them.</p>
Milestone	Baseline	Forecast/Actual								
Complete Funding Agreement	Aug 2016	TBA								
Issue Loan to Swindon Borough Council	Sept 2016	TBA								


**What are we spending?**

£Ms	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<b>Outgoing Loan</b>	1.17	1.33							
<b>Repayment</b>					2.5				

Outgoing loan has not been issued – profile requires revision

What have we done in the past 2 months?	What do we need to do in the next 2 months (Actions)
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Determine if loan still required, and if so, what profiling looks like</li> </ul>

# Agenda Item 7

	<b>Joint Strategic Economic Committee</b> <b>28 June 2017</b>
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<b>Security Level:</b>	Confidential <input type="checkbox"/>	Restricted <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>
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<b>Meeting &amp; Date:</b>	Joint Strategic Economic Committee – Wednesday, 28 June 2017		
<b>Subject:</b>	Higher Futures proposal		
<b>Attachments:</b>			
<b>Author:</b>	Simon Patten / Amanda Burnside	<b>Total no of sheets:</b>	14

<b>Papers are provided for:</b>	Approval <input checked="" type="checkbox"/>	Discussion <input type="checkbox"/>	Information <input type="checkbox"/>
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## 1. Purpose

- 1.1. To set out the delivery model for Higher Futures and the associated revised outputs. Once agreed with the LEP Board, these will be taken to the funder the Department for Education (DFE) for approval.

## 2. Summary

- 2.1. Higher Futures was set up following a £1.4m grant from government in 2014 to help SWLEP address its higher level skills gap. The approach is ground-breaking in providing completely impartial advice and brokerage to employers, together with organisational development support and expert sector knowledge of skills requirements. The service has been well received by employers.
- 2.2. The proposed outputs and operating model have been reviewed in light of numerous changes since the grant was received. This paper proposes incorporating Higher Futures into the new Growth Hub and extending the service to a broader skills advisory service, working in partnership with local colleges and training providers to address lower level skills. Revised outputs are also proposed.

## 3. Recommendations

- 3.1 The Swindon and Wiltshire Local Enterprise Board is recommended to agree:
  - 3.1.1 That Higher Futures provides employers with access to a range of impartial skills advice, support and brokerage, the priority being higher level skills following the model set out at section 4 below.
  - 3.1.2 That Higher Futures is to become part of the Growth Hub so that it is integrated into the wider framework of support for business.
  - 3.1.3 That the Board seeks approval from Government for a new delivery model and revised outputs, namely 2000 learners embarking on level 4+

programmes through Higher Futures by 2020, including doubling the number of learners embarking on higher or degree apprenticeships across the LEP area between 2015/16 and 2019/20 academic years.

### 3.2 Reasons for recommendations

- 3.2.1 As set out in this paper, many employers have not taken stock of their skills needs and what level those needs are at. A comprehensive skills advice service would therefore better meet the needs of employers and make it easier for them to access existing and new provision. By incorporating the service into the new Growth Hub, this further integrates Higher Futures into the business support landscape for Swindon and Wiltshire.
- 3.2.2 The original proposed outputs have been shown to be unrealistic, and original unit costs completely out of line with similar programmes, such as the Supporting Skills for the Workforce programme currently delivered by Serco. The proposed revised outputs are aligned to benchmarks and should be achievable over the next four years.
- 3.2.3 This proposal sits within the context of the emerging Higher Education strategy for Swindon and Wiltshire which is the subject of a separate Direction of Travel paper.

### 3.3 Implications of not agreeing the recommendations

- 3.3.1 If the recommendations above are not approved and a new delivery model not agreed with Government, Higher Futures would need to continue in its original form as per the original City Deal bid from 2014. However this would not deliver what employers require for the SWLEP area and not make best use of the remaining City Deal funding. Furthermore, the original outputs have been shown to be unachievable and these therefore need to be revised with agreement by the SWLEP Board and Government.

## 4. Detail

### 4.1. Background

- 4.1.1 In 2014 £1.4m was received by SWLEP to deliver the City Deal (Higher Futures) programme. The programme aimed to address the higher level skills gaps experienced by local employers, to reverse the decline in part-time participation in Higher Education and to provide Service Leavers and civilian employees with the opportunity to extend their skills towards gaining full higher level qualifications. The original programme outputs anticipated 18,000 learners to be starting on level 4+ programmes by 2020. The model was to deliver impartial advice and brokerage for higher level training as well as upskilling service leavers to meet employer demand.
- 4.1.2 The Higher Futures programme was officially launched during 2016 through a variety of activities. Early findings indicated that the military part of the programme was proving difficult to achieve due to the re-contracting of Career Transition Partnership as the MOD sole supplier of resettlement services,



which includes upskilling and employment support. This support now extends to spouses and veterans.

- 4.1.3 With the Armed Forces being one of the largest employers in Wiltshire, it is widely acknowledged that there is scope to offer a service to the military community. Higher Futures continues to actively promote the benefits of employing service leavers to the business community and works in partnership with CTP to advertise vacancies.
- 4.1.4 Implementation of the project has shown that the original outputs were over ambitious. The needs of businesses are now better understood. A paper was developed for the Department of Business, Energy and Industrial Strategy (BEIS) in June 2016, highlighting the findings and recommending a review of the original outputs. BEIS has made it clear that they want to see an increase in higher level skills in Swindon and Wiltshire, however they are open to our recommendation about the best way to achieve this and revised outputs for the programme. This paper sets out revised outputs and a different delivery model for approval by the SWLEP Board.

#### **4.2. Strategic fit**

- 4.2.1 Higher Futures will support the Strategic Economic Plan (SEP) objective to increase the proportion of the workforce with a level 4 qualification from 39.5% to 52% by 2026. Higher Futures cannot affect this level of change alone, therefore SWLEP has committed to developing a Higher Education strategy to tackle this issue on several fronts. A Direction of Travel document for HE is due to be considered by the SWLEP Board at the same time as this proposal. Higher Futures will provide a clear interface with employers, ensuring that an offer is developed which reflects emerging needs. Additionally Higher Futures will begin to make a positive impact on the numbers by providing an additional progression route for level 3 qualified learners and enhancing the current offer of degree and higher apprenticeships available to employed residents, meeting demand through a range of providers.
- 4.2.2 The SWLEP Strategic Economic Plan (SEP) highlights key high value sectors that need support in meeting skill gaps. Higher Futures is engaged with each of these sectors and is beginning to provide the support required.
- 4.2.3 There is no university within the SWLEP area, with very limited opportunities to do an honours degree in a Science, Technology, Engineering or Maths (STEM) subject at a university locally.
- 4.2.4 Higher Futures is working closely with a network of universities to ensure that employers have influence over the training that they invest in. These universities can all deliver courses in Wiltshire and Swindon. The introduction of degree apprenticeships and the apprenticeship levy offer an opportunity for provision to be delivered flexibly and meet business needs.
- 4.2.5 The Government's Industrial Strategy which was released in January 2017 highlights skills as a key pillar of the country's prosperity. In particular, it

stresses that addressing sector-specific skills gaps is a key issue to be tackled, which is something Higher Futures can help with.

#### 4.3. Findings and performance in the first year of operation

- 4.3.1 The table below sets out a summary of performance since the SWLEP Commissioning Group deep dive took place in November 2016.
- 4.3.2 The figure for number of contacts represents businesses contacted by phone, email or face to face and includes presentations delivered by the Higher Futures team.
- 4.3.3 The stages of engagement are: 1. Initial meeting, 2. Consultation with a Higher futures Broker, 3. Tendering, 4. Selection of provider, and 5. Delivery.
- 4.3.4 During the consultation stage, businesses identify a potential number of learners who will be supported by the consultancy. This figure is reflected in the predicted pipeline column and is a very rough estimate. In order to produce a tender document, the business estimates a number of learners for the course. This is a more accurate figure but does not always translate to actual learner starts.

	No. of business contacts	Businesses actively engaged	Stage of engagement					Learners linked to tender	Actual learner starts	Predicted pipeline learners
			1	2	3	4	5			
<b>Cumulative to Nov 2016</b>	893	35	26	5	2	1	1	45	11	154
<b>Cumulative to April 2017</b>	4178	74	46	14	4	5	5	65	26	260

- 4.3.5 Swindon and Wiltshire employers report feeling confused about what skills support is available and often struggle to know which option is the best for their business. Organisations such as the Federation of Small Businesses (FSB), Chambers of Commerce and The Enterprise Network (TEN) offer signposting to programmes and providers but they do not have the time to fully explore needs and recommend the best solution. There are many providers and intermediaries working with the same businesses, and the market is saturated with providers offering apprenticeship levy support. Businesses indicate that providers are only promoting their own offer.
- 4.3.6 The MOD has not been in a position to engage with the programme as originally envisaged, therefore it has been agreed that Higher Futures will now support the MOD as it would any other employer.
- 4.3.7 It is apparent that businesses need a variety of support to enable growth and that there are a number of barriers preventing them upskilling their workforce. The key barriers and potential solutions to overcome them are set out in

Appendix I.

**4.4. What are other LEPs doing?**

- 4.4.1 A number of LEPs have specialist skills support including brokerage as part of the Growth Hub offer. Some have used ESIF funding to provide skills support including brokerage for businesses. This is either delivered by the LEP/LAs or commissioned. The commissioned organisations are in most cases providers.
- 4.4.2 Further work is taking place to gain a clear understanding of models and approaches in other LEPs, but it would appear that Higher Futures is unique in currently focusing solely on higher level skills and in its ambition to be fully self-financing.

**4.5. Providing a skills service**

- 4.5.1 Once the Growth Hub is established it is proposed that Higher Futures would be incorporated into the offer to create an impartial skills service for the SWLEP. Greater collaboration with partners will ensure that the skills landscape is less confusing and easier to navigate for businesses. Strategically placing Higher Futures within the Growth Hub will provide increased referrals and a clear point of entry to the programme. The one-stop-shop would provide:
- Organisational development, including sector intelligence, workforce and succession planning and sourcing training provision at all levels;
  - Information, advice and guidance on all aspects of apprenticeships and higher level learning;
  - A triage service for all businesses on anything skills related, passing referrals to the best fit provider;
  - Brokering university level courses to meet bespoke needs of businesses; and
  - Other skills support such as applying for grant funding to invest in skills development; provision of excellence academies; support with accessing graduates and university placement students; developing cohorts of learners to make course provision viable locally.

**4.6. The Growth Hub**

- 4.6.1 The SWLEP Board noted at its meeting in March 2017 that the local and national policy framework since the City Deal was set up has moved on.
- 4.6.2 The framework for business support in most LEPs including SWLEP is now through the Growth Hub and it is proposed that Higher Futures is delivered under this umbrella. This has the following benefits:
- a. It is part of one clear offer of business support under the Growth hub banner providing a clear point of entry
  - b. It is easier to navigate the range of support

- 4.6.3 The wider Growth Hub services will add value to Higher Futures providing the website and face to face business support elements will act as a point of referral.
- 4.6.4 The recently agreed proposal for the new Growth Hub involves a highly interactive web platform which will enable business customers to access a range of advice and support 24/7. The website will include a customer data platform which will enable the system to understand the needs of the customer better and outline recommendations which will be tailored to individual users.
- 4.6.5 The Growth Hub website will have information on the range of skills programmes available to businesses. There is an opportunity to promote the educational offer of our local colleges and providers and to promote apprenticeships.
- 4.6.6 The Growth Hub face to face skills service will be a triage, identifying initial needs and signposting without brokerage to the relevant provision (mostly funded and local). The brokerage will come into play for level 4+ only where needed and this may be through a referral from a partner organisation, initial discussion with the business indicating this is the preference or as a progression. The delivery model would include a higher level skills brokerage service, offering local businesses the opportunity to collaborate with colleges and universities to develop bespoke higher level upskilling opportunities. These courses would be funded by the employers, with commission received from the universities for each programme.
- 4.6.7 Apprenticeship support is expected to be the area with the most demand for the first few years. With the introduction of the apprenticeship levy, we are already starting to see a huge increase in the number of businesses requiring support. An increase in demand for higher and degree apprenticeships is anticipated which will provide long term support for businesses experiencing potential skills shortages. Information, advice and guidance on all aspects of apprenticeships is provided by all apprenticeship providers, however the Higher Futures team can support by increasing awareness of local opportunities for apprenticeships and can facilitate the development of minimum cohorts required by some of the training providers. Higher Futures can also offer support to coordinate trailblazer groups where there is a need for a standard which has not yet been developed.
- 4.6.7 Micro and small to medium sized businesses are frequently requesting support with workforce planning and organisational design which will be provided by the skills hub.

#### **4.7. Partnership with local colleges**

- 4.7.1 It is important that we avoid duplication in approaching the same pool of businesses. Higher Futures adds value by offering choice of provision to businesses. The new model would see the Higher Futures team responding to referrals from provider partners, intermediaries and Growth Hub. FE colleges and training providers have substantial employer engagement teams who

provide initial training needs analysis and information on apprenticeships. These employer engagement teams will be expected to refer businesses to Higher Futures for specialist support at levels 4+.

- 4.7.2 We propose a model of “local first” when it comes to meeting the lower level skills needs of our businesses. When approached by employers with needs that can be met locally, Higher Futures will first check whether the local college is able and willing to respond to the request before putting the work out to tender with our university and national providers. This will support local colleges to increase their learner numbers, collaborate with university partners and develop an employer responsive curriculum.
- 4.7.3 There is currently no clear higher education offer for Swindon and Wiltshire. Each of the FE colleges and training providers have their own offer but these are not widely communicated, resulting in employers and potential learners not realising what is available locally. It is recommended that the FE colleges, universities and Higher Futures develop a Higher Education offer for the SWLEP area. The offer would be promoted through the Higher Futures (then Growth Hub) website and a prospectus developed. Further discussions need to be had with HE providers in the area to map the current provision and consolidate the offer.
- 4.7.4 Higher Futures will provide intelligence to the FE sector on emerging trends and business needs, ensuring that the offer remains fit for purpose. A collaborative approach with FE partners would ensure that future HE curriculum development reflects the needs of local industry.
- 4.7.5 Key points from a workshop with the FE colleges and training providers held on 7 April 2017 are included at Appendix 2.

#### **4.8. Financial position**

- 4.8.1 The remaining City Deal grant for Higher Futures on 31 March 2017 is £660,000. Measures to ensure cost effective delivery are on-going and it is anticipated that working within the Growth Hub will result in more cost effective approaches. Income will be built annually through a range of sources leading to the programme becoming self-sustaining. A range of options are currently being explored through income modelling.
- 4.8.2 The annual operating costs for the current Higher Futures service totalled £310,000 in 2016-17. It is anticipated that by excluding one-off costs from the first year of operation (for example, developing the website), as well as taking into account income and efficiencies, the annual operating budget can be reduced to £220,000 per annum from now on.
- 4.8.3 With £660,000 remaining of the original £1.4m, the programme can therefore continue for 36 months, even without drawing down further funding or generating income.
- 4.8.9 Efficiencies by working with the Growth Hub include:
- Sharing the marketing executive who could utilise her skills and expertise in developing the brand for the growth hub and managing website content;

- A shared website; and
- Shared customer relationship management software.

4.8.10 To-date there have been three bespoke projects where commission is payable, earning £2,845 in total. Another £2,500 commission is likely to be earned through current tenders, with more in the pipeline. Commission cannot be met from the apprenticeship levy therefore will not be achieved for apprenticeship brokerage. Given that apprenticeship advice, guidance and levy support (for higher and degree apprenticeships) is the most popular request currently for the Higher Futures team, this will limit further income from commission.

4.8.11 Expansion to a Skills Hub will require additional funds. Potential sources of funding include ESIF and Growth Hub funding. The Higher Futures brand is now better established and there is an opportunity to charge for some aspects of the service. Other sources of funding could include match funding from SWLEP and match funding from the Local Authorities and FE sector (each local authority provides £100k pa in kind match).

#### 4.9. Revised outputs

4.9.1 Benchmarking against other LEP skills support services shows that there are few with tangible learner outputs. A new University centre set up in Shropshire has a target of only 2,000 learners over four years and has managed to recruit 40 in year 1 and only 80 in year 2. The current SWLEP Supporting Skills for the Workforce programme delivered by Serco is aiming to support 2,000 learners at level 3, with access to funding for training. Level 3 learners are much easier to attract. These benchmarks show that the original output of 18,000 learners over five years was over ambitious.

4.9.2 The awarding of Local Growth Fund capital at Wiltshire College in Salisbury and Lackham will result in the following outputs:

LGF Outputs: Growth as a result of new facilities			
Starts by 2021/22	Higher Apprenticeships	Degree Apprenticeships	HE (Level 4 Plus) non apprenticeships
Salisbury	10	10	196
Lackham	15	0	166
Total	25	10	362

4.9.3 Our aspiration for the skills hub is to support the SEP target to increase the number of people with higher level skills in the Swindon and Wiltshire workforce. This will be achieved through the collaboration with providers in developing a fit for purpose HE offer for the future.

4.9.4 Revised outputs would be:

- 2,000 learners embarking on level 4+ programmes through Higher Futures by 2020, including:
  - Doubling the number of learners embarking on higher or degree apprenticeships across the SWLEP area between 2015/16 and 2019/20 academic years.

4.9.5 It is proposed that the measures for the success of the Higher Futures programme focus on the following KPIs:

- Learners embarking on level 4+ programmes through Higher Futures;
- Number of employers offering higher and degree apprenticeships following contact with Higher Futures;
- Growth in learners embarking on higher or degree apprenticeships;
- Number of new recruits with level 4+ skills entering the workforce of Swindon and Wiltshire through Higher Futures;
- Number of businesses supported with a skills related issue; and
- Number of university level courses brokered through Higher Futures.

4.9.6 These KPIs can also be measured for the SWLEP area as a whole, to include the contribution of partners including local colleges.

#### 4.10 Conclusion

4.10.1 Higher Futures has had meaningful engagement with 74 businesses since February 2016 resulting in positive feedback. It is apparent that businesses need a variety of support to enable growth, and not just access to a level 4+ brokerage service which is all the original HF offer could provide. Early findings have indicated that skills support available locally for businesses is currently uncoordinated, which results in a confusing landscape. A single point of contact is required where skills needs can be initially assessed and then referred to the relevant support route.

4.10.2 As a SWLEP programme, Higher Futures is valued by businesses as a truly impartial service, tailored to meet their individual needs. Higher Futures will work in partnership with the local colleges and the new skills hub will be seen as a gateway to new learners and businesses rather than a competitor.

4.10.3 There remains a need to improve the number of residents with level 4+ qualifications and Higher Futures is well placed to work with partners across the SWLEP to achieve this ambition.

#### 5. Appendices

5.1 Appendix 1- Key Barriers and solutions for businesses accessing the skills offer

5.2 Appendix 2 – Key points from Higher Futures workshop with colleges on 7 April 2017

**6. Other relevant documents**

**6.1. Strategic Economic plan**

<http://www.swlep.co.uk/resources/document635997701081146000.pdf>

**6.2. Industrial strategy**

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/586626/building-our-industrial-strategy-green-paper.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/586626/building-our-industrial-strategy-green-paper.pdf)



**Appendix I - Key Barriers and solutions for businesses accessing the skills offer**

Barrier	Potential solution
<ol style="list-style-type: none"> <li>1. Knowledge of the future skills needs for the sector.</li> <li>2. The internal resource or skills to undertake workforce planning, that is getting the right number of people with the right skills employed in the right place at the right time to deliver business objectives</li> <li>3. Navigating the complex skills provider arrangements and securing the most appropriate provider.</li> </ol>	<p>Impartial advice and brokerage addresses the first three barriers, by injecting some workforce planning capacity into businesses to help them clarify their future skills needs and acting as an impartial broker to obtain the best training solution for them. Higher Futures also brings expert sector knowledge to the table, helping businesses understand their skills challenges and how to address them.</p> <p>Businesses would benefit even more from this impartial advice if it was provided holistically for all skills needs and not just for higher level skills. This would address barrier number 4.</p>
<ol style="list-style-type: none"> <li>4. Readiness / current skill levels – many employees are not yet ready for level 4 training, requiring intervention at level 3 in the first instance</li> </ol>	<p>This could be resolved by signposting them to the right level of training in the first instance and having training providers referring level 3 completed learners back through to Higher Futures so that courses could be brokered to meet their progression needs.</p>
<ol style="list-style-type: none"> <li>5. Capacity to release staff for training. (This is a particular issue for smaller businesses and management training in all businesses.)</li> <li>6. Cost – funding to do the training can also be an issue for businesses. Large employers will have access to their apprenticeship levy pot from 1 May 2017 and this is a significant opportunity for</li> </ol>	<p>Capacity and costs are barriers which are difficult to address. Several large organisations have stated they would be willing to pay for bespoke short leadership and management courses as an alternative to the Chartered Managers Degree Apprenticeship, citing the requirement for 20% off job training as a key barrier. In response to this and as a progression from the SSW (Serco) programme, Higher Futures has put out a tender for a leadership programme and has two university partners</p>

<b>Barrier</b>	<b>Potential solution</b>
funding higher level apprenticeships.	<p>interested in delivery. Higher Futures can therefore continue to offer the option to create bespoke packages which are employer led.</p> <p>The £660,000 remaining in the Higher Futures budget would have minimal impact if it was used to fund training for individuals. As a benchmark, Serco is currently delivering an ESF funded programme to upskill the workforce (mainly level 3) at a cost of £4m for 2,222 learners, equating to £1,800 per head to cover both training and administration. Assuming a similar cost per head for level 4+ courses (which usually cost more), the remaining Higher Futures budget would stretch to funding 366 learners at most. This does not seem to be the best use of this one-off funding, which can more effectively be used as a lever to release employer funds for higher level training. Therefore Higher Futures can maximise its impact by targeting businesses which have funds available for upskilling their staff and are able to release their staff for this purpose.</p>
7. Uncertainty has been cited by many businesses which are not sure about the future direction of their business in light of Brexit and other uncertainties.	The uncertainty faced by businesses is not something that can be addressed, but it will mean that Higher Futures needs to work in the short term with those businesses that are confident about their future direction.
8. With 98% of businesses employing less than 49 people, it is difficult to develop the cohorts required by FE colleges and Universities to make delivery possible. Cohorts depend on a minimum number of people with the same requirement at	Higher Futures is well placed to develop the minimum cohort numbers required by the providers. For example, there is currently a project underway to develop a cohort for degree apprenticeships in the cyber security sector, which will see collaboration between a local FE college and a partner university. Higher Futures will further support by engaging

<b>Barrier</b>	<b>Potential solution</b>
the same time in the same area.	with businesses and intermediaries to secure sufficient learner numbers.
<p>9. Due to the first two points above, businesses with skills shortages have an immediate need for skilled employees and therefore do not wish to wait for existing staff to be upskilled, preferring to recruit graduates instead.</p>	<p>Addressing the immediate need for skilled employees is something the Higher Futures Team has been assisting with. Having links to a network of universities enables businesses to access graduates. Higher Futures can also advertise vacancies on the website and support businesses with accessing the military leaver's talent pool. This has been very successful with 26 businesses accessing recruitment support to date and a further 24 businesses accessing the military talent pool. The skills and expertise of the team in providing tailored information, advice and guidance to service leavers has been of benefit to the charity sector in their work with veterans and one of the businesses utilised this support to reach out to recruit their target group of digitally skilled ex-military personnel with great success.</p>



**swindonwiltshire**

Local Enterprise Partnership

**Joint Strategic**

## **Appendix 2 – Key points from Higher Futures workshop with colleges on 7 April 2017**


### **Key points agreed with FE Colleges about Higher Futures operating model**

A workshop with the FE colleges (Swindon College, New College and Wiltshire College) and training providers held on 7 April 2017 identified the following key points:

- When an employer coming through the Skills Hub requires lower level skills provision/Apprenticeships, referrals/signposting will be made direct to the colleges/training providers;
- We will agree with local providers and colleges the criteria for which referrals are made to existing courses;
- The priority for HF is higher level skills;
- That there is a local first approach where provision is already available and of an agreed quality standard;
- That Higher Futures adds value to employers through its expertise in areas such as workforce planning and organisational development and is well placed to provide intelligence on trends, to articulate the higher level skills needs and where there are the gaps in provision;
- In line with the emerging SWLEP HE strategy, Higher Futures should have a key role in developing pathways and creating the local higher level provision offer including Higher and Degree Apprenticeships and enabling sufficient numbers to create viable cohorts.
- That a cluster/sector approach is advantageous, for example supporting skills shortages in health and social care sector.

That we should set partnership targets for learner numbers which all providers and Higher Futures will contribute to achieving. We will identify the direct contribution of HF as part of this.

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	<b>Joint Strategic Economic Committee</b> <b>28 June 2017</b>
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<b>Security Level:</b>	Confidential <input type="checkbox"/>	Restricted <input type="checkbox"/>	Unclassified <input checked="" type="checkbox"/>	Commercially Sensitive <input type="checkbox"/>
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<b>Meeting &amp; Date:</b>	Joint Strategic Economic Committee Meeting – 28 June 2017		
<b>Subject:</b>	European Structural and Investment Funds Programme 2014-2020		
<b>Attachments:</b>	None		
<b>Author:</b>	Julian Head	<b>Total no of sheets:</b>	5

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<b>Summary &amp; Recommendation:</b>
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## Programme Update

### Highlights

1. Full applications to the three ERDF low carbon calls are due by 30 June 2017. The Managing Authority will appraise the proposals over the summer with contracting expected to begin shortly after the next ESIF sub-committee meeting due on 13 September 2017.
2. The first Rural Assessment Sub-Group will meet on 26 June 2017 to consider the strategic fit of two applications to the RDPE Growth Programme.
3. Subject to government ratification, two calls for proposals under the ERDF programme will be published by the Managing Authority towards the end of June 2017. There will be one call for SME Workspace and another for a Strategic and Inward Investment Service across the LEP area.

### ESIF Sub-Committee

4. Two vacancies exist for Higher Education and Equalities representatives.

### ERDF Technical Assistance project

5. The project is now fully operational with activities including support to set up an ERDF Delivery Group that will track service delivery and operational issues related to Growth Hub.
6. The project is also supporting the ESIF Annual Event (in conjunction with the wider SWLEP annual event), running call information sessions for aforementioned ERDF calls, and actively supporting the promotion of other ERDF programmes, such as co-producing the 2 Seas programme workshop with Swindon Borough Council.

## Programme performance

### European Social Fund (ESF)

7. Almost 75% of the ESF allocation has been contracted to providers to support people and businesses, through workforce skills, employability training and for social inclusion support. Both Local Authorities are actively working with the SWLEP and directly with providers to ensure that targeted groups and particular places receive services.
8. Co-funding organisations and providers are meeting quarterly with the SWLEP, including Building Better Opportunities which had its first quarterly meeting in mid-May 2017.
9. Also in May, the SWLEP considered project change requests from the Skills Funding Agency and its providers to align delivery closer to demand. Whilst most of the requests were agreed, some conceptual issues remain for the Serco Skills for Workforce project which is struggling to target SMEs with meaningful skills provision that supports business growth.
10. Local authority officers began work in June to develop ESF programme calls later this year.

*ESF Programme summary (full project summary appears at end of paper)*

ESF – Committed funds		Allocation	Contracted amount	% of allocation contracted	Remaining allocation <sup>1</sup>
<b>Priority 1</b>	Inclusive Labour Markets	£9.07m	£7.75m	85%	£1.32m
<b>Priority 2</b>	Skills for Growth	£7.85m	£4.89m	62%	£2.96m
<b>Total</b>		<b>£16.92</b>	<b>£12.64m</b>	<b>74%</b>	<b>£4.28m</b>

### European Regional Development Fund (ERDF)

11. The ERDF Delivery Group will bring the six Growth Hub related ERDF projects into a forum to plan, develop and implement collaborative effort, cooperation between providers, co-branding of offers, targeting and to provide closer evaluation of performance of EU-funded projects supporting SMEs. In due course the relevant ESF skills projects will be invited join this group, so that the group becomes a mainstay that underpins Growth Hub delivery into the future.
12. Development work on future calls for Research Infrastructure and Digital Industries is being supported by the Technical Assistance project in conjunction with Local authority partners and SWLEP Secretariat.

<sup>1</sup> Subject to future £:€ exchange rate and change request by Skills Funding Agency.



*ERDF programme summary (full project summary appears at end of paper)*

<b>ERDF – Committed funds</b>		Allocation	Committed to contracts	% of allocation contracted	Remaining allocation <sup>2</sup>
<b>Priority 1</b>	Research & development	£6.72m	£4m	59%	£2.72m
<b>Priority 3</b>	SME Competitiveness	£4.78m	£2.21m	71%	£2.57m
<b>Priority 4</b>	Low Carbon	£5.43m	£5m	92%	£0.43m
<b>Total</b>		<b>£16.95m</b>	<b>£11.21m</b>	<b>66%</b>	<b>£5.72m</b>

#### **RDPE Growth Programme (EAFRD)**

13. Following the launch of RDPE Growth Programme, the SWLEP has set-up a Rural Assessment Sub-Group of the ESIF sub-Committee to provide regular advice to the RPA on the strategic fit of proposals.
14. Applications to the Programme to date have been few – with only three received to date. Reportedly this is typical of the national picture and not particular to the SWLEP. However, SWLEP officers are working on a new publicity drive to ensure that opportunities are not missed by local businesses.
15. Joint work with the LEADER programmes in the area to help all potential applicants find the right funding support has led to a positive uplift in LEADER applications, and it is believed that as LEADER becomes fully committed, others will turn to RDPE Growth Programme. The SWLEP must also be prepared to return to government to discuss alternative methods of funding.

<sup>2</sup> Subject to future £:€ exchange rate

**Full information on current funded and contracted ESIF projects**

Full ERDF implementation		Provider	ERDF Commitment	2016	2017	2018	2019
<b>ERDF Priority 1 - Promoting Research and Innovation</b>							
1	<b>Porton Science Incubator -</b>	Wiltshire Council	£3,000,000	01-Feb	December		
2	<b>Innovate 2 Succeed</b>	EEN/ BusinessWest	£500,000	01- June			01-Jun
3	<b>Health &amp; Life science Hub</b>	Wiltshire Council/ AHSNs	£500,000	21-Nov			November
<b>ERDF Priority 3 - Enhancing the Competitiveness of SMEs</b>							
4	<b>SME Growth</b>	Wiltshire Council/ Swindon Borough	£1,200,000	17 -Nov			November
5	<b>Export for Growth</b>	DIT (UKTI) / BusinessWest	£599,883	01-Aug			01-Aug
6	<b>Manufacturing Programme (LMAP)</b>	SWMAS	£414,665	01-Apr			30-Jun
<b>ERDF Priority 4 - Supporting the shift towards a low carbon economy in all sectors</b>							
7	<b>Energy efficiency for businesses</b>	<i>Confidential information</i>	£500,000		Calls have closed and projects are likely to begin in late summer 2017 and continue for 1 - 3 years – potentially into 2020		
8	<b>Enabling Renewables Markets</b>	<i>Confidential information</i>	£2.250,000				
9	<b>Low Carbon built environment</b>	<i>Confidential information</i>	£2.250,000				
Full ESF implementation		CFO / Provider	ESF	2016	2017	2018	2019

			Commitment				
<b>ESF Priority 1.1 - Access to employment for job seekers and inactive people</b>							
1	<b>Links to Work</b>	DWP / Working Links	£3,000,000	Start 09 Jan 2017			Sept 2019
2	<b>Older50s support</b>	SFA / LearnDirect	£950,000	Start due November		31 July	
<b>ESF Priority 1.2 - Labour market integration of young people</b>							
3	<b>Your Time</b> <i>NEET young people skills coaching</i>	SFA / LearnDirect	£999,389	Start 01-Apr		31 July	
4	<b>Raising Aspiration (NEET &amp; IAG)</b>	SFA / CSW	£800,000	November		31 July	
<b>ESF Priority 1.4 - Active inclusion &amp; participation</b>							
5	<b>Building Bridges – promoting Social inclusion</b>	Big Lottery / Community First	£2,000,000	Start 01-July			July 2019
<b>ESF Priority 2.1 - Lifelong learning for all age groups</b>							
6	<b>Skills support for the Workforce</b>	SFA / Serco	£4,445,229	November		31 July	
7	<b>Raising Aspiration (EET &amp; Employment)</b>	SFA / CSW	£444,444	November		31 July	

- Projects 4 and 7 are the same project – but joining two investment priorities into a single 'hybrid' project
- SFA contracts are to be extended to July 2018 subject to agreement of projects

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