

AGENDA

Meeting: Joint Strategic Economic Committee (Inaugural Public Meeting)

Place: Committee Room B - Council Offices, Monkton Park, Chippenham SN15 1ER

Date: Wednesday 1 April 2015

Time: 9.30 am

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

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Press enquiries to Communications on direct lines (01225) 713114 / 713115

Membership:

Cllr Jane Scott OBE (Chairman)	Leader of Wiltshire Council
Cllr David Renard (Vice-Chairman)	Leader of Swindon Borough Council
Cllr John Thomson	Deputy Leader of Wiltshire Council and Cabinet Member for Communities, Campuses, Area Boards and Broadband
Cllr Brian Mattock	Deputy Leader of Swindon Borough Council and Cabinet Member for Health and Adult Social Care
Cllr Fleur de Rhé-Philippe	Wiltshire Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Garry Perkins	Swindon Cabinet Member for Economy, Regeneration and Skills

Non-Voting Membership:

Mr Barry Dennington	Chairman of the Swindon and Wiltshire Local Enterprise Partnership (SWLEP)
Mrs Nicky Alberry	Vice-Chairman of the Swindon and Wiltshire Local Enterprise Partnership (SWLEP)
Mr Neil Holt	Member of the Swindon and Wiltshire Local Enterprise Partnership (SWLEP)

Substitutes:

Cllr Dale Heenan	Swindon Cabinet Member for Highways, Strategic Planning, Sustainability and Transport
Cllr Russell Holland	Swindon Cabinet Member for Finance
Cllr Toby Sturgis	Wiltshire Cabinet Member for Strategic Planning (strategic and development management), Property, Waste and Strategic Housing
Cllr Dick Tonge	Wiltshire Cabinet Member for Finance, Performance, Risk, Systems Thinking, Procurement and Welfare Reform
Cllr Stuart Wheeler	Wiltshire Cabinet Member for Hubs, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services), Heritage & Arts and Customer Care

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Part I

Items to be considered when the meeting is open to the public.

1 Apologies

To receive any apologies or substitutions for the meeting.

2 Declarations of Interest

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

3 Terms of Reference (Pages 5 - 8)

To note the Terms of Reference as approved by the JSEC in shadow form and both Local Authorities.

4 Chairman's Announcements

To receive any announcements through the Chair.

5 Public Participation

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 Wiltshire Council 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 the agenda no later than **Noon on Monday 30 March 2015**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides 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 Local Enterprise Partnership (LEP) Commissioning Board (Pages 9 - 10)

To receive summaries and other updates from the LEP Commissioning Board.

Growth Deal Update attached.

- 7 **Planning Update - Commencement of Preparation of New Joint Strategic Housing Market Assessment for Wiltshire and Swindon**
- 8 **European Funding Update - Swindon and Wiltshire Local Enterprise Partnership (SWLEP) European Structural & Investment Funds (ESIF) - Progress report for Joint Strategic Economic Committee (JSEC)**
- 9 **Project Update - Porton Science Park**
- 10 **Forward Work Plan (Pages 23 - 28)**
To agree any standing or additional items for the Forward Work Plan.
- 11 **Date of Next Meeting**
To confirm the date of the next meeting as 18 June 2015 and agree dates for the last 2 meetings for the year.

Part II

Item(s) during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed.

None

JOINT STRATEGIC ECONOMIC COMMITTEE **Swindon and Wiltshire Joint Strategic Economic Committee - Terms of reference, membership and procedure rules.**

1. Purpose

To provide local democratic and financial accountability for the Swindon and Wiltshire Strategic Economic Plan (SEP), the use of the Local Growth Fund (LGF) and other related funding streams.

2. Governance

2.1 The Swindon and Wiltshire Joint Strategic Economic Committee (JSEC) is established as a joint committee under sections 101(5), 102 of the Local Government Act 1972, section 9EB of the Local Government Act 2000 and Regulation 11 of the Local Authorities (Arrangements for the Discharge of Functions (England) Regulations 2012.

2.2 The JSEC comprises Swindon Borough Council and Wiltshire Council as the two Unitary Authorities in the area covered by the Swindon and Wiltshire SEP.

2.3 Political proportionality rules do not apply to the JSEC as so constituted.

3. Functions

3.1 The functions delegated to the JSEC by the Unitary Authorities are as follows:

- To act as a single voice for local government in Swindon and Wiltshire in relation to the delivery of the SEP and local Growth Deals;
- To facilitate and enable collaboration between the two Authorities on economic development and related matters;
- Provide local democratic accountability for the delivery of the SEP and the use of public resources to fund the implementation of the Strategic Economic Plan and Local Growth Deals (including supporting Wiltshire's Council's role as the accountable body);
- Provide political oversight of the marshalling and co-ordination of Local Government's contribution to the delivery of the SEP and Local Growth Deals;
- Act as formal link between Local Government and the LEP.

4. **Membership**

4.1 Membership of the JSEC shall comprise:

Voting:

a. 3 Executive members of each council to include;

- i. The Leader
- ii. Deputy Leader
- iii. Cabinet Member holding the portfolio which includes Economic Development

Non-voting

b. Chairman of the SWLEP plus two other SWLEP Board Members who are from the Business community.

4.2 Each Unitary Authority shall appoint up to three named substitutes for their voting members. The substitute member shall be a Cabinet Member of the Authority and shall have the same rights of speaking and voting at meetings as the member for whom the substitution is made.

4.3 Each member of the JSEC shall remain in office until removed or replaced by their appointing local Authority, the Leader of their Council or the SWLEP Board, as the case may be.

5. **Voting**

5.1 One member one vote for each Unitary Authority member.

5.2 Except as otherwise provided, any matter shall be decided by a majority of the votes of the voting members present.

However, In the event of any circumstance where the JSEC cannot reach agreement on an issue pertaining to the SEP, the issue in hand will be referred back to the SWLEP Board for review.

6. **Quorum**

6.1 The quorum for a meeting shall be four voting members, including at least one member from each council. No business shall be transacted unless a quorum is present. If a quorum ceases to be present during a meeting the

meeting shall be adjourned to a date to be agreed or determined by the Chair.

7. Chair and Vice-Chair

- 7.1 The Chairmanship and Vice Chairmanship of the JSEC shall rotate annually between the Elected Leaders of each Council. If the Chair is not present at any meeting the Vice Chair will preside. If neither Leader is present the JSEC will elect a Chair for that meeting from those present.

8. Meetings

- 8.1 The JSEC shall meet quarterly and at such other times as may be agreed.
- 8.2 A meeting of the JSEC shall be convened by the Chair within twenty-eight days of the receipt of a written request of any two voting members addressed to the secretary to the JSEC. No business other than that specified in the request shall be transacted at that meeting.
- 8.3 The agenda and supporting papers shall be circulated electronically to the members of the JSEC at least 5 clear days before the meeting.
- 8.4 The agenda for any meeting shall be settled by the secretary in consultation with the Leaders of both Councils.
- 8.5 Where a member of the JSEC is unable to attend any meeting they shall arrange for their substitute to attend and inform the secretary of this as soon as possible before the meeting.
- 8.6 Except as otherwise provided, meetings shall be conducted in accordance with the rules of procedure in Part 4 of Wiltshire Council's Constitution.

9. Access to Meetings and Information

- 9.1 The Access to information rules in Part 5 of Wiltshire Council's Constitution shall apply to proceedings of the JSEC.
- 9.2 Any Freedom of Information requests received by the JSEC shall be directed to the relevant Council to deal with in accordance with the relevant legislation. Where the request relates to both Councils they shall liaise with each other before responding to the request.

10. Hosting and Administration

- 10.1 Hosting of the JSEC shall be rotated between Swindon Borough Council and Wiltshire Council. The secretary to the JSEC shall be from Wiltshire Council who will also provide support through the services of the Council's Director of Finance / Section 151 Officer and the monitoring officer/director of legal and governance.
- 10.2 The secretary shall keep a proper account of money received and expended on the administration of the JSEC and the costs incurred shall be shared equally between the two Councils.
- 10.2 Wiltshire Council shall be the Accountable Body for the purposes of the Growth Fund and other funding relating to the Swindon and Wiltshire SEP.

11. Code of Conduct and Declaration of Interests

- 11.1 Members of the JSEC shall be subject to their own Council's Code of Conduct, including the rules on declaration of interests.

12. Overview and Scrutiny Arrangements

- 12.1 The decisions and business of the JSEC shall be subject to the overview and scrutiny functions of each Council and any joint overview and scrutiny arrangements agreed between the Councils.

13. Variation and Dissolution

- 13.1 The constitution of the JSEC may be varied or dissolved by the unanimous agreement of the voting members.

Joint Strategic Economic Committee

Swindon and Wiltshire Local Enterprise Partnership

1 April 2015

Growth Deal Update

Introduction

1. On 29 January 2015 Government announced Local Growth Fund (LGF) 2 allocations to LEPs following a bidding process carried out in December 2014. Members will be aware of the tight deadline to submit Outline Business Cases and the prioritisation exercise carried out that resulted in SWLEP submitting three projects; Digital Corsham, Swindon Bus Exchange and A350 West Ashton/Yarnbrook (including junction 17.)

SWLEP Outturn

2. SWLEP successfully secured an additional £11.5m under LGF2 on top of the £129m announced in July 2014 under LGF1; bringing the total allocation of LGF 1+2 to £141m; 1.93% of the total £7.3bn allocated to date from the £12bn single growth fund pot. Planning estimates carried out in 2013 suggested that the notional SWLEP allocation, dependent on formulae used, could have been anywhere between 0.7% (EU methodology) to 1.4% (Growing Places methodology) therefore the current outturn of 1.93% is well ahead of those planning estimates.

Local Growth Fund 1

3. The projects scheduled to go-live during 2015/16 have commenced a period of mobilisation and Members are requested to note summary status below as reported to Commissioning Group / SWLEP Board.

15/16 Programme Summary					
Project Ref	Project Name	Lead Delivery Partner	Previous	Current	Notes
LGF/1516/001/ LTB350	LTB A350 Improvements	Wiltshire Council	AG	AR	Match funding bid to Cabinet
LGF/1516/002/ A429	A429 Malmesbury	Wiltshire Council	AG	AG	On track
LGF/1516/003/ EV	New Eastern Villages	Swindon Borough Council	AG	AR	Finance gap identified
LGF/1516/004/ PSP	Porton Science Park	Wiltshire Council	AR	AG	ESIF funding bid
LGF/1516/005/ LSTF	LSTF Swindon	Swindon Borough Council	AG	G	On track

4. The Grant Offer letter from BIS has been received but release of funding will be dependent on successful sign off by Unitary Authority S151 Officers of the SWLEP Assurance Framework and submission of such to BIS for comment only.
5. The SWLEP Assurance Framework will be the overarching approach by which the majority of schemes in search of the Government's Local Growth Fund will be assessed locally. The Swindon and Wiltshire Local Transport Body already has a successful Assurance Framework which has been used for prioritising and guiding robust decision making and Government now requires all Local Enterprise Partnerships to ensure that they have an Assurance Framework in place which covers all Local Growth Fund expenditure and evidences all local growth policy areas under which schemes and initiatives will fall.

Local Growth Fund 2

6. Government announced that SWLEP had secured an additional £11.5m from LGF2 to fund 3 projects; Digital Corsham, Swindon Bus Exchange and A350 Yarnbrook/West Ashton (inc junction 17.) These projects are scheduled to commence 2016/17 and beyond. The two Outline Business Cases (OBCs) submitted for Digital Corsham and Swindon Bus Exchange were positively received by BIS along with confirmation that no OBC is required for Yarnbrook/West Ashton for the foreseeable future as this project is scheduled for delivery in 2019.

SEP Refresh

7. While the general election means the future political climate is uncertain, we can be reasonably confident that Local Enterprise Partnerships will continue to be the main conduit for promoting local economic growth and that the Local Growth Fund, or equivalent, will continue into future rounds with the potential for LEPs to be allocated additional sources of funding. Regardless of the outcome of the election, SWLEP will need a robust and up-to-date Strategic Economic Plan (SEP) and a portfolio of projects with which to bid for funding.
8. As agreed by the Governance and Resourcing Committee, the SWLEP Director has been tasked with delivering a refreshed SEP by June 2015 and activity will commence during March 2015 in order to ensure that SWLEP is in the best position to take advantage of future LGF funding rounds post the general election. The aim is to bring a draft report, supported by an Investment Plan, to the May Board meeting. A Working Group, Chaired by Nicky Alberry has been formed.

Summary

9. JSEC Members are asked to note and comment on the content of this update paper; the contents of which have been discussed with the Commissioning Group and the SWLEP Board.

Isobel Brown, Director, Swindon and Local Enterprise Partnership

Joint Strategic Economic Committee

Swindon and Wiltshire Local Enterprise Partnership

1 April 2015

Commencement of preparation of New Joint Strategic Housing Market Assessment for Wiltshire and Swindon

1. Purpose

- 1.1 To request the endorsement of Committee to proceed with the preparation of a new joint Strategic Housing Market Assessment and to commission independent consultants to undertake the work.

2. Background

- 2.1 Swindon Borough Council and Wiltshire Council (including as Wiltshire County Council), have a long history of collaborative working in relation to strategic planning that includes the preparation of the now revoked joint Wiltshire and Swindon Structure Plan 2016 and evidence for the former emerging Regional Spatial Strategy for the South West. More recently the Councils have produced and adopted joint development plans for Minerals and Waste matters.
- 2.2 The Councils have continued to work jointly on cross boundary strategic planning matters through the preparation of their respective Borough and County wide Development Plans - the Swindon Borough Local Plan and Wiltshire Core Strategy - including the development of shared evidence base in relation to growth at the west of Swindon. Both plans have horizon dates of 2026. The Wiltshire Core Strategy was adopted as recently as 20 January 2015 and the Inspectors final report, concluding that the Swindon Borough Local Plan is sound, was received on 5 February 2015. However, both Plans will need early review to extend the plan period to at least 15 years in line with the recommendations of the National Planning Policy Framework (NPPF). Indeed both authorities have informed their Inspectors that they are committed to reviewing the existing evidence base in the short term to inform the roll forward of the plan period beyond 2026. This was a key consideration in determining the soundness of both the Wiltshire Core Strategy and Swindon Borough Local Plan.

3. The Project

- 3.1 The first step in the review process is the preparation of a Strategic Housing Market Assessment (SHMA). The SHMA forms a key part of the evidence base for strategic planning and is particularly important for determining the objectively assessed housing need for a defined Housing Market Area (HMA). HMAs are essentially geographical areas that reflect key functional relationships between places that people choose live and work. HMAs rarely match administrative boundaries and so national planning policy¹ requires Local Planning Authorities to work together under

¹ Paragraph 159 of the NPPF

a duty to cooperate². As has been borne out through the local plan examinations and recent appeal decisions on land within Wiltshire to the west of Swindon, there are clear and demonstrable links between the Wiltshire and Swindon HMAs. It is therefore essential that this piece of work provides consistent and joined up evidence to provide a sound context for strategic planning over the next plan period.

- 3.2 It is important to note that in a SHMA the assessment of need for housing must be objective and free from constraints and other factors taken into account through preparation of planning policy. The housing requirements contained within future Local Plans for Wiltshire and Swindon can therefore differ from the objectively assessed need, where justified.
- 3.3 There is significant crossover of data required for the identification and assessment of HMAs and Functional Economic Market Areas (FEMAs). FEMAs are the basis upon which local economic policy should be applied and will form a useful evidence base for the work of the LEP. FEMAs often follow the same boundaries as defined HMAs. The SHMA can incorporate the identification of FEMAs but this will require an additional source of funding. Ultimately the additional work should, however, prove cost effective given that there will be a need to identify FEMAs for Wiltshire and Swindon. Whether this additional component of the evidence base can be funded by the S&WLEP budget is worth consideration by the Joint Strategic Economic Committee.
- 3.4 Expertise from in-house resources is there to help support the consultants in the preparation of a SHMA. However, the Councils do not have sufficient capacity to provide the resource required to deliver this work. To ensure consistency of approach and in the interests of maintaining objectivity it is therefore recommended that independent consultants are commissioned to undertake a significant proportion of the work, with input from the Councils where necessary.
- 3.5 The HMAs may also have functional links with other adjacent local authority areas and this will need to be explored through the preparation of the SHMA by ensuring that close dialogue is maintained with adjacent authorities throughout the process. Some of these local authorities are currently preparing SHMAs either jointly with other local authorities or for their administrative areas. The current position for the surrounding areas is shown in table 1.

Table 1: Current position for adjacent local authorities

Local Authority	Current position
Bath & North East Somerset (B&NES)	Published a SHMA in July 2013. B&NES were recently involved with the preparation of the West of England SHMA but not as a full partner. The plan horizon of the current SHMA for B&NES is 2031.
South Gloucestershire	Preparing a joint SHMA with Bristol and North Somerset (covering the 'West of England' area). The Joint SHMA is at an advanced stage and is currently awaiting publication of the latest DCLG

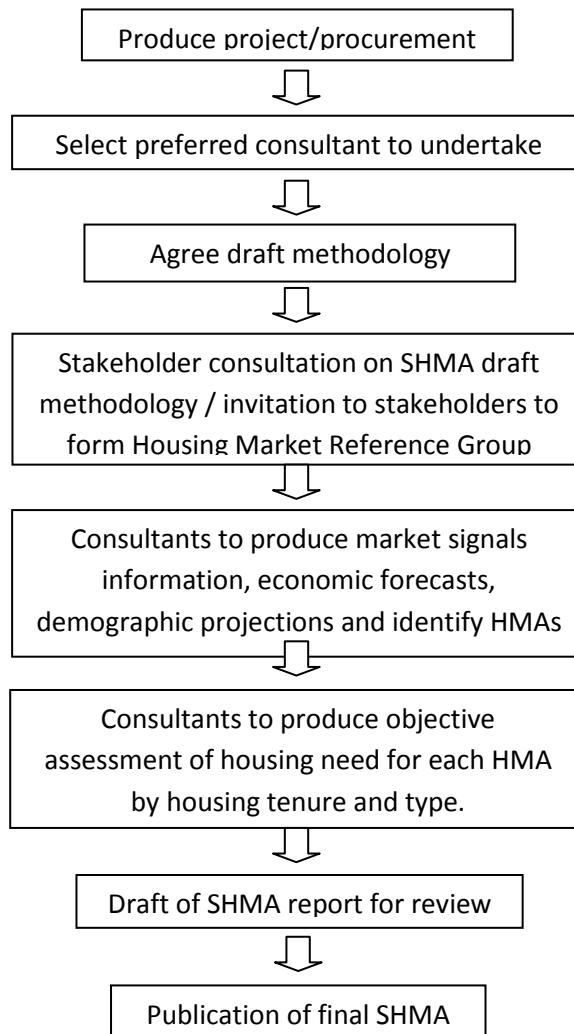
² Embodied in Section s20(5)(c) of the Planning and Compulsory Purchase Act 2004

	household projections. The joint SHMA is working to a plan horizon of 2036.
Mendip	Local Plan adopted in December 2014 with a plan horizon to 2029. Considered by the examining Inspector to be a relatively self-contained HMA.
South Somerset	Inspector's Report on soundness of Local Plan received 8 January 2015. The plan horizon for the Core Strategy is 2028. South Somerset Council is committed to bi-annual monitoring which could potentially lead to an early review of the Plan.
North Dorset	Commissioned a joint SHMA with Bournemouth, Christchurch, Poole, Purbeck, West Dorset and Weymouth & Portland. The North Dorset Local Plan is currently at Examination in Public (EiP) (with a plan horizon of 2026). East Dorset prepared a joint Core Strategy with Christchurch Borough Council (with a plan horizon of 2028). The Plan was adopted in April 2014.
East Dorset	
New Forest National Park	Core Strategy adopted December 2010 with a plan horizon of 2026. This pre-dates NPPF. Review of Core Strategy will not commence until the National Park Management Plan is updated. The work on the Management Plan is ongoing.
Test Valley	SHMA published Jan 2014. Highlighted potential relationship with Wiltshire in terms of military personnel based around the Salisbury Plain. Test Valley Core Strategy (plan period to 2029) currently at EiP.
West Berkshire	Core Strategy (plan period to 2026), adopted July 2012, pre-dating the introduction of the NPPF. No plans to prepare SHMA in the immediate future.
Vale of White horse	Consultation on Local Plan (plan period to 2031) concluded and plan will be submitted with an up to date SHMA, to SoS for EiP in due course.
West Oxfordshire	Oxfordshire updated SHMA (horizon of assessment to 2031) published April 2014. In light of the update West Oxfordshire are reviewing their Local Plan.
Cotswold District	SHMA published October 2014, identifies some commuter links with Wiltshire and Swindon. Local Plan review (plan horizon 2031) underway with submission to SoS for EiP timetabled for Winter 2015.

4. Timescales

- 4.1 The proposed target for completion of the joint SHMA is April 2016, which is considered achievable if the procurement of independent consultants can take place within the next 8 - 12 weeks. The indicative timeline for the project is shown in Figure 1.

Figure 1: Indicative timeline for preparation of Wiltshire and Swindon SHMA



5. Next steps

- 5.1 A clear benefit of jointly commissioning a SHMA is that the costs of the project are shared between the two authorities. How the costs are split between the authorities is yet to be agreed. This will be based on the breakdown of costs provided by the successful consultant in their submitted tender.
- 5.2 It is recommended that officers report back to JSEC once the initial evidence gathering and identification of the HMAs has been undertaken by the consultants. This stage will require detailed consideration of the extent that Wiltshire and Swindon will need to work with adjacent planning authorities under the duty to cooperate.

6. Conclusions and recommendations

- 6.1 Both Wiltshire Council and Swindon Borough Council have committed to undertake an early review of their respective Local Plans. The first step in this process is the preparation of a Strategic Housing Market Assessment. Due to the functional links between Wiltshire and Swindon it is logical to produce a SHMA covering both authority areas. There are also clear financial benefits resulting from the authorities undertaking the work jointly.
 - 6.2 The committee is asked to consider a formal request to the S&WLEP Board to fund the additional work leading to the identification of Functional Economic Market Areas as part of the SHMA project.
 - 6.3 The preparation of the joint SHMA will take approximately 12 months to complete and it is proposed that this work should commence immediately. It is therefore requested that this Committee endorse the proposal and delegate authority to officers of Wiltshire Council and Swindon Borough Council to commence preparation of a joint SHMA for Wiltshire and Swindon starting with the procurement of independent consultants.
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Report Authors:

Alistair Cunningham

Associate Director for Economic Development and Planning,
Wiltshire Council

Richard Bell

Head of Planning, Regulatory Services, Heritage and Libraries
Swindon Borough Council

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Joint Strategic Economic Committee

Swindon and Wiltshire Local Enterprise Partnership

1 April 2015

Swindon and Wiltshire Local Enterprise Partnership (SWLEP) European Structural & Investment Funds (ESIF) – Progress report for Joint Strategic Economic Committee (JSEC)

1. In summer 2013, Swindon and Wiltshire received a provisional allocation of £41m European structural funds by government. SWLEP's European Structural & Investment Funds (ESIF) strategy¹ sets out the rationale for investments for activity on four broad themes. It came about following over 20 policy building seminars and workshops attended by nearly 200 people in 2013-14.
2. The strategy sets out four investment themes with 12 discrete activity areas which are:
 - SME Growth – allocated £10.89m from a mix of structural funds.
 - Innovation for sustainable growth – allocated £12.975m from a mix of structural funds.
 - Skills for growth – allocated £6.725m from a European Social fund.
 - Skills for inclusion – allocated £10.5m from a European Social fund.
3. All ESIF monies will be matched by either public or private means, so that the £41m of ESIF will be amass to around £88m of total investments in the area between 2015 and 2023. Most investments will be for provision of services - revenue spend will probably account for about 90% of the allocation.
4. SWLEP aims to support up to 9,000 participants in workforce skills, employability and social inclusion schemes. Over £13.5m will be matched to Skills Funding Agency (SFA) funds, whilst another £2m will be matched with Big Lottery funds to promote social inclusion. Job Centre+ (JCP) / DWP will match the remaining £3m of European Social fund monies. Skills brokerage method will be encouraged to match employers' demands and employee supply. Support will be focused on:
 - Key sector businesses to improve their workforce skills, with help to younger aspirant workers get into careers using STEM (science, technology engineering and mathematics)
 - Lower waged workers to achieve level 3 and higher qualifications and career progression
 - Younger and older workers at risk and those needing most help to sustain their employment
5. Over 3,000 SMEs will be supported creating over 1,500 new jobs. A £3.9m allocation of rural development funds will support rural SMEs, focused on food & drink and tourism sectors.

¹ <http://www.swlep.biz/docs/1>

6. A shadow ESIF committee² has met on three occasions. Once all ESIF Operational Programmes have been agreed between government and European Commission - expected in 'late June' – it will become a full sub-committee of the national programme committee.
7. Officers drawn from both unitary authorities work together to commission, scope and specify calls for projects in agreement with government departments and Committee. An annual Implementation Plan³ sets out the calls to be made. All final decisions are to be made by the relevant government departments (acting as Managing Authorities). The Committee's role is to ensure ESIF investments are locally relevant. Committee members will make calls for projects and to advise and endorse decisions by reaching consensus with Managing Authorities.
8. The ESIF committee has begun to make calls for projects based on its provisional Implementation Plan. This is deemed necessary for two reasons. Firstly, prior to the forthcoming general election, government-funded opportunities such as for Growth Deal related investments need to be expedited. Secondly, the allocation must be invested efficiently so that projects can begin. The Committee must work to prevent poor financial performance. The spending profile will be reviewed in 2018.
9. A summary of current ESIF activity includes Officers working:
 - With Big Lottery, SFA and JCP to agree priorities before specified calls for projects can be issued in summer 2015.
 - With DCLG to agree priorities on calls for BIS national products (such as for exporting and manufacturing),
 - With DCLG and partners on a call related to Growth Deal funding and the life sciences sector.
 - To bring into scope calls for key sectors, SME growth, tourism and food & drink sectors.

Alistair Cunningham, Associate Director Economic Development and Planning, Wiltshire Council

Report Author: Julian Head, Strategic Economic Programme Manager

Joint Strategic Economic Committee

Swindon and Wiltshire Local Enterprise Partnership

1 April 2015

Porton Science Park – Project Update

Purpose of Report

1. To update the Committee on the progress of the Porton Science Park project since the Government announcement on 7 July 2014 of a £4 million commitment to the project through the Swindon and Wiltshire Local Enterprise Partnership Growth Deal. To include commentary on the overall funding package and pending ESIF application and an outline of the key milestones for the delivery of Phase 1.

Background

2. The delivery of a Science Park at the Porton campus to support and evolve the established science base and research activity at Porton and in the surrounding area has been a long-standing goal of Dstl, PHE and Wiltshire Council. This is enshrined in the [Porton Down Masterplan](#)¹ adopted in 2007.
3. The Science Park is also a key strategic priority of the Swindon and Wiltshire Local Enterprise Partnership² (SWLEP) and was included in the allocation of the national Local Growth Fund announced by government on 7 July 2014 as part of the SWLEP's Growth Deal.

Strategic Context

4. The Porton Campus is home to the Defence Science technology laboratory (Dstl) and Public Health England (PHE) and already provides a focus of nationally important government research facilities in defence and public health. A science incubator facility (Tetricus) is already located at Porton adjacent to Dstl, 'inside the wire' and will relocate to the Science Park as part of Phase 1.
5. Recent research undertaken for the LEP by Wessex Academic Health Science Network (WAHSN) has established the existence of an emergent

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<http://www.google.co.uk/url?sa=t&ret=j&q=&esrc=s&frm=1&source=web&cd=1&ved=0CCMQFjAA&url=http%3A%2F%2Fwww.wiltshire.gov.uk%2Fland-at-porton-down-masterplan-2007-february.pdf&ei=PO9yVJnYFJDaauC6gPAM&usq=AFQjCNEEUnHiY6ny96QfmJTmOtshdh0cRA&bvm=bv.80185997,d.eXY>

² The Swindon and Wiltshire Local Enterprise Partnership, *The Swindon and Wiltshire Local Enterprise Partnership Business Plan Jan 2012 – Mar 2015: The Pivotal Place for Growth in Southern England*, <http://www.swlep.biz/resources/document634891940048410000.pdf>, accessed 2013-10-21.

Life Sciences Cluster based around Porton encompassing over 130 private sector organisations and 30 public sector institutions. In addition to the Life Science sector, the proximity of the Porton campus to QinetiQ at Boscombe Down offers convergences between high value engineering and health and life sciences.

6. UK Trade and Investment (UKTI) has identified that the mix of expertise and facilities in specialist areas at Porton is unique within the UK and an asset of international importance.
7. The Tetricus science incubator already situated at Porton is home to around 20 small companies within an existing 22,500 sq. ft facility. This is operating at capacity. Tetricus provides laboratory facilities and specialist support to new and growing science SMEs many of which have links to other activities taking place within the Porton Campus.
8. The delivery of the first phase of the Porton Science Park project will safeguard the businesses and jobs at Tetricus, as these need to be re-sited to enable Dstl to deliver Project Helios - the relocation of its facility at Fort Halsted in Kent. This £115m project will entail the relocation of around 650 staff to the site and the Defence Minister (Philip Dunne) attended a 'turf cutting' ceremony on site in March 2015.
9. The consolidation of Dstl's activities at Porton is also expected to lead to many new opportunities for spin-off companies 'outside the wire', and whilst elements of PHE may relocate under the Project Chrysalis programme to Harlow, a PHE presence will remain under any scenario with clear synergies with the Science Park. When complete, the Science Park will create up to 2,000 new, high value jobs as well as providing a focal point and platform for innovation, research and development in the health and life sciences in Wiltshire and the wider area.

The Project

11. Porton Science Park comprises a 7.96 hectare site adjacent to the Defence Science & Technology Laboratory (Dstl) facility and the Public Health England (PHE) Porton site. Outline planning permission has been granted for 355,502 sq ft of research and development accommodation.
12. Reserved Matters (detailed planning permission) was has been secured for the first phase of development comprising a 45,000 sq ft (GIA) innovation building and 'grow-on' space with related infrastructure to enable the remainder of the site to be opened up for the delivery of subsequent phases.

Outline of Next Steps to Deliver the Science Park

Funding

13. Funding for the first phase of the Science Park will comprise a package of funding from three separate sources. These are the government 'Growth Deal' funding, Wiltshire Council Capital funding and European ESIF funding.
14. On 7 July 2014 of the government announced a £4 million commitment for grant funding to support delivery of Phase 1, via the Swindon and Wiltshire Local Enterprise Partnership. This money comes via the government's Growth Deal.
15. At a meeting on 20 January 2015 Wiltshire Council's Cabinet resolved to provide capital funding for the project of c. £2.5m as part of its match contribution. Over £0.5m of this has already been committed to design the Phase 1 building and secure the detailed planning permission which now exists.
16. The Council is supporting the SWLEP in the creation of its European Structural and Investment Funds (ESIF) strategy which will enable the deployment of a £41.5 million allocation of European funding for Swindon and Wiltshire. In the strategy, a portion of this funding is allocated for use under the 'Smart Specialisation' activity, which will include capital funding for the Porton Science Park as well as revenue funding for innovation targeted activity within the life sciences sector.
17. It is anticipated that a call will shortly be invited (in March 2015) for projects seeking European Capital Funding (via the European Structural and Investment Fund) this being the final component required of the overall funding package to deliver the first Phase project. The Council will be seeking between £2-3 million from this source.

Delivery Programme

18. In terms of the programme, it is anticipated the overall funding package will be confirmed by the Summer of 2015. Alongside this the Council is finalising its lease arrangements with Dstl and making any necessary refinements to the design to accommodate the requirements of its prospective occupiers and meet any additional design demands arising from the ESIF funding source.
 19. The detailed programme is not yet confirmed, however it is anticipated that a procurement process to appoint a contractor (via OJEU) will commence in the summer with the appointment of a contractor anticipated in the autumn. The first phase building will be ready for occupation towards the end of next year (2016).
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Report Authors:

Alistair Cunningham

Associate Director for Economic Development and Planning,

Wiltshire Council

Background Papers

HM Government: *Strategy for UK Life Sciences: One Year On* (2012) <
<http://www.bis.gov.uk/assets/biscore/innovation/docs/s/12-1346-strategy-for-uk-life-sciences-one-year-on>> Retrieved 16 April 2014

BIS: *Encouraging a British Invention Revolution* (2013)
<<https://www.gov.uk/government/consultations/universities-and-growth-the-witty-review-call-for-evidence>> Retrieved 16 April 2014

Outline permission for Porton Science Park:
<http://services.wiltshire.gov.uk/UniDoc/Document/Search/DSA,517453>

Reserved matters permission for Phase 1 of Porton Science Park:
<http://services.wiltshire.gov.uk/UniDoc/Document/Search/DSA,505850>

Swindon and Wiltshire Growth Deal:
<https://www.gov.uk/government/publications/swindon-and-wiltshire-growth-deal-2014>

JOINT STRATEGIC ECONOMIC COMMITTEE (JSEC)
FORWARD WORK PLAN
SWINDON AND WILTSHIRE LOCAL ENTERPRISE PARTNERSHIP (SWLEP)

1 APRIL 2015 TO 31 JULY 2015

Explanatory Note

This work plan consists of items to be considered by the JSEC in the next four months. It will be published at the beginning of each month.

This Plan includes matters which the Chairman has reason to believe will be the subject of a key decision to be taken by the JSEC during the period covered by this Plan. Key decisions are marked as (🔑)

The Plan shows the following details for Key Decisions: -

- Title of the matter for decision
- Date that the decision will be made
- A description of the purpose of the report to be considered
- Individuals/Parties consulted regarding decision
- Means of any Consultation carried out
- Any documents relied upon in carrying out the decision
- Officer contact name and telephone number
- Where the item or part of the item will be considered in private

Wiltshire Council and Swindon Council have adopted the following criteria to determine what item qualifies as a key decision:

Wiltshire

1. Any decision which would result in the closure of an amenity or total withdrawal of a service.
2. Any restriction of service greater than 5 per cent measured by reference to current expenditure or hours of availability to the public.
3. Any action incurring expenditure or producing savings greater than 20 per cent of budget service areas against which the budget is determined by Full Council.
4. Any decision in accordance with the Council's Financial Regulations (Part 9), involving financial expenditure of £500,000 or above, with the exception of operational expenditure by Corporate Directors identified within the approved budget and policy framework.
5. Any proposal to change the policy framework.
6. Any proposal which would have a significant effect on communities living or working in an area comprising two or more electoral divisions.

Swindon

1. Decisions that are likely to be significant in terms of spending or savings having had regard to the Council's budget for that particular service or function, and
2. Decisions that are likely to have a significant impact on two or more Council wards.

Voting Membership of JSEC:

Cllr Jane Scott OBE (Chairman)	<u>Leader of Wiltshire Council</u>
Cllr David Renard (Vice-Chairman)	<u>Leader of Swindon Borough Council</u>
Cllr John Thomson	<u>Deputy Leader of Wiltshire Council and Cabinet Member for Communities, Campuses, Area Boards and Broadband</u>
Cllr Brian Mattock	<u>Deputy Leader of Swindon Borough Council and Cabinet Member for Health and Adult Social Care</u>
Cllr Fleur de Rhé-Philippe	<u>Wiltshire Cabinet Member for Economic Development, Skills and Strategic Transport</u>
Cllr Gary Perkins	<u>Swindon Cabinet Member for Economy, Regeneration and Skills</u>

Non-Voting Membership of JSEC:

Mr Barry Dennington	Chairman of the Swindon and Wiltshire Local Enterprise Partnership (SWLEP)
Mrs Nicky Alberry	Vice-Chairman of the Swindon and Wiltshire Local Enterprise Partnership (SWLEP)
Mr Neil Holt	Member of the Swindon and Wiltshire Local Enterprise Partnership (SWLEP)

Representations/Public Participation

Supporting documents other than those listed in the schedule below may be submitted to the JSEC. If you would like to make representations on any of the items to be considered, please contact the officer named for the relevant item.

Additionally, the JSEC welcomes participation at its meetings from members of the public. Meetings are open to members of the public, unless the agenda states that an item or part of an item will be considered in private. Members of the public may ask a question or make a statement. Written notice of questions should be sent Yamina Rhouati, Democratic Governance Manager Yamina.Rhouati@wiltshire.gov.uk by 12.00 noon three working days before the meeting. Please contact Democratic Services on 01225 718024 for further information.

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Officer Contact	To be considered in Private (No, unless otherwise stated)
18 June 2015					
18 June 2015 LEP Commissioning Board Updates				Isobel Brown, Director (SWLEP) Isobel.brown@swlep.biz	
18 June 2015 Planning Updates				Alistair Cunningham, Associate Director Economic Development and Planning, Wiltshire Council, alistair.cunningham@witlshire.gov.uk Paddy Bradley, Head of Economy and Skills, Swindon Borough Council, pbradley@swindon.gov.uk	
18 June 2015 European Funding Updates				Alistair Cunningham, Associate Director Economic Development and Planning, Wiltshire Council, alistair.cunningham@witlshire.gov.uk Paddy Bradley, Head of Economy and Skills, Swindon Borough Council, pbradley@swindon.gov.uk	

<p>18 June 2015 Risk Management Updates</p>			<p>Alistair Cunningham, Associate Director Economic Development and Planning, Wiltshire Council, alistair.cunningham@witlshire.gov.uk</p> <p>Paddy Bradley, Head of Economy and Skills, Swindon Borough Council, pbradley@swindon.gov.uk</p>	
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