

Attendees	<p>Board: Amanda Burnside (AB) / Col James Coote DSO OBE (JC) / Shahina Johnson (SJ) / John Mortimer (JM) / Vic O'Brien (VO) / David Renard (DR) / Marc Richard (MR) / Adam Schallamach (AS) /</p> <p>Advisors: Dr Carlton Brand (CB) / John Gilbert (JG)</p> <p>Observers: Fleur de Rhé-Philippe (FdRP)</p> <p>Secretariat: Paddy Bradley (PB) / Andy Evans (AE) / Parvis Khansari (PK)</p> <p>Others: Ian Durston (ID) / Vanessa Joseph (VJ) / Colette Mallon (CM) / Debby Skellern (DS) / Leanne Sykes (LS)</p> <p>Guests : Yvonne Elsorougi, BEIS / Julian Head (JH)</p>
Apologies	Sally Burnett / Alistair Cunningham / George Gill / Simon Patten / Garry Perkins / Baroness Scott of Bybrook OBE / Peter Wragg
Chair	John Mortimer (JM)
Minutes	Deborah House (DKH)
Venue	Kennet Room, County Hall, Bythesea Road, Trowbridge, BA14 8JN
Start time	9.30am
Finish time	1200 noon

Item	Summary of Issues Discussed and Decisions – Part I	Deadline
25	Welcome and Introductions, Conflicts of Interest	
	<p>The Acting Chair welcomed all those present to the meeting and apologies were noted.</p> <p>Conflicts of Interest</p> <ul style="list-style-type: none"> • SJ declared an interest in her role with Create Studios to the skills inclusion strand within ESIF; • AB declared a general interest due to potential involvement in items where Wiltshire College might receive funding; • JM declared an interest in the EFARD funding; and • Local Authorities declared a general interest in skills provision. 	
26	Board Minutes, Action Log, Chairman Update	
	<p>The minutes of the meeting held on 13 July 2016 were presented for consideration and it was,</p> <p>Resolved:</p> <p>To APPROVE and sign the minutes as a true and correct record.</p> <p>Assurance Framework</p> <p>Approval of the Draft Assurance Framework was an agenda item for this Board Meeting. However, the Acting Chair proposed that consideration was deferred again as revised BEIS/DCLG guidelines were close to being issued. This was agreed by the Board on the understanding that the Assurance Framework will be an agenda item for Board Meeting in</p>	

	<p>November 2016.</p> <p>The Board considered the Action Log of Board activities up to 6 September 2016 and items were noted as follows :</p> <ul style="list-style-type: none"> • The presentation of the New Eastern Villages should not be held up and a full depth review would take place at next Board Meeting; • The reallocation of the J15 monies to Ultrafast Broadband, Swindon Museum and Art Gallery and the Salisbury Plain Heritage Centre was discussed. The reallocation of £3.7m was dependent on the agreement of Highways England to fund a larger scheme from another source. SBC, as the current scheme developer, with the reassurance from Highways England, would be able to declare that it did not then need the LGFI allocation of £3.7m, so enabling the funding to be freed up for the intended new use already identified by the Board in July 2016. The Board clarified that SBC would not be required to underwrite the monies if Highways England chose not to provide the alternative funding. If such were the case, the matter would be brought back to the Board for further discussion. SBC was satisfied with such an assurance. It was also further agreed that priority would be given to provide the match-funding for the Ultrafast Broadband project regardless of the outcome of the Highways England decision. The £1m match-funding could be provided from the Growing Places Infrastructure Fund or by managing the cash-flow in the existing local growth fund accounts. The process, which could be a short or long-term solution depending on the outcome and timing of the Highways England discussion, will be managed by the SWLEP Director in consultation with the Acting Chair. <p>The Acting Chair updated the Board on his activities carried out since the last meeting:</p> <ul style="list-style-type: none"> • Visit to Wiltshire College Salisbury Campus and discussion on the proposal for Lackham Campus; • Visit to sites in central Swindon and discussion on future plans; and • The Rural Economy Sector Group has responded to an EFRA Select Committee enquiry into Rural Tourism. <p>An update was also given on the current situation with regard to Chair recruitment. The first round had produced one potential candidate, but it had been decided to go out for a second round in order to field two possible candidates for selection. The deadline for applications is 30 September 2016.</p>	<p>Nov 2016</p> <p>Nov 2016</p> <p>Nov 2016</p>
27	Submitted questions	
	<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</p>	

	<p>minutes. In supplementary, Mrs Spickernell reiterated her plea for public transport to be considered at the beginning of the planning pipeline for projects particularly with regard to Junction 17 development.</p> <p>The Board resolved:</p> <p>To note the suggestion.</p>	
28	Papers for approval	
	<p>Finance report A Finance report to the Board had been tabled.</p> <p>The Finance Report was accepted by the Board with amendments to be made as follows:</p> <ul style="list-style-type: none"> • Within the Local Growth Fund Summary the reference to Royal Artillery to be changed to Salisbury Plain Heritage Centre; and • Within the General Accounts to demonstrate Budget spend is on track, in addition to recording variances in spend. <p>The Board resolved:</p> <p>To APPROVE the recommendation for the SWLEP Director to commence recruitment to the post of SWLEP Business Support Assistant with primary focus on SWLEP Subgroups' administration.</p> <p>The SWLEP Director also highlighted to Board Members that, depending on the outcome of the LGF Round 3, additional support would be sought for Programme Management.</p> <p>The Board noted the suggestion and awaited the outcome of LGF Round 3 announcement around the time of the Autumn Statement on 23 November 2016.</p> <p>Annual report proposal</p> <p>The Board discussed the production of an annual report, noting the following:</p> <ul style="list-style-type: none"> • different formats being available for different audiences; • that production should be linked to an event, such as the Annual General Meeting for stakeholders; and • that there should be more input from the business members of the Board. To this end, AS agreed to participate to the Subgroup. <p>The Board resolved:</p> <p>To APPROVE the recommendation for the setting up of a</p>	

	Subgroup to assist the production of a SWLEP Annual Report.	
29	Papers for discussion	
	<p>Early analysis of impact of EU Referendum Vote, including impact on ESIF funding</p> <p>In support of the report published with the agenda, JH presented to the Board a summary of the constituent parts of the funding from the European Union, which amounts may be considered at risk owing to the decision of the UK to leave the EU, and some options to prepare in case of a short-notice call to access the funds. The Board saw the breakdown as two distinct workstreams:</p> <ol style="list-style-type: none"> 1. Skills & Talent linked with Research & Development, and 2. Business Development <p>It was suggested that the Strategic Economic Plan (SEP) be interrogated with a Brexit view after the Autumn Statement and any gaps identified.</p> <p>The Board resolved:</p> <ul style="list-style-type: none"> • To amend the recommendation to indicate its preferences for use of the £19.32m currently identified as at risk by holding a joint initial meeting of the workstreams which would recommend preferences to JH for use of the £19.32m currently at risk; • To note that Government decisions on continuing funding may involve reductions based on a range of approaches, including across the board proportionate cuts and specific reductions within priorities with the result that the SWLEP's response needs to be flexible; and able to be made with short notice • To consider how it wishes to champion the SWLEP area in government to safeguard the maximum level of EU funding; (Secretariat) • To ensure businesses are able to access information about Brexit developments through clear communication from the SWLEP using a range of media; (VJ) • To review the projections included in the Local Economic Assessment and the existing two-year cycle of its production, taking actions to bring it forward if circumstances deem it necessary; • To note that the Business Development Subgroup oversees SWLEP inward investment performance, (Secretariat) and • PB to ensure that Board Members receive a regular briefing note on post EU Referendum developments. (PB) 	Nov 2016

30	Papers for information	
	<p>Commissioning Group – Project Highlight Reports</p> <p>The Board noted the receipt of the papers from the Commissioning Group and comments were made as follows:</p> <ul style="list-style-type: none"> • Corsham Mansion House was currently rated RED owing to change in timescales. A Change Control Notification will be produced which will remove RED rating. CB would be attending Corsham Town Council meeting on Friday to allay concerns; • Swindon Bus Exchange was rated AmberRed owing to the CPO challenge; • A350 Yarnbrook / West Ashton Relief Road was rated AmberRed owing to an ecology planning application underway for bats. Nearing completion; • New Eastern Villages' team has an updated procurement process and it is anticipated that the rating will improve from AmberRed for the next meeting; • Concern was expressed over Higher Futures Programme as numbers are well down on predicated levels. This has been raised by the Higher Futures programme board, which has instigated an urgent recovery action plan, focussing on staff training and conversion of business contacts into learner numbers. The initial signs are of improvement. The Higher Futures programme reports into the Skills & Talent Subgroup, which has scheduled a review of the programme's performance. A deep dive of the programme has been requested at the next Commissioning Group to bring back to the Board in November; and • Kimmerfields has also been affected by the CPO challenge which is going through judicial review and remains a High Court decision. It is anticipated that the issued will be resolved by December 2016. GPIF funding may need to be extended again, or funds will be reallocated. SBC to ascertain the date for the High Court decision and feed back to Secretariat. 	<p>Nov 2016</p> <p>Oct 2016</p>
31	Any Other Business and date of next Board Meeting	
	<p>The next Board Meeting is scheduled for 24 November 2016 in Committee Room 6, Swindon Civic Offices, Euclid Road, Swindon, SN1 2JH commencing at 9.30am.</p>	
	Close of Meeting at 12.00 noon	

PUBLIC PARTICIPATION

Questions from Charmian Spickernell of CPRE Wiltshire for SWLEP Board

Question One

Has it been ascertained whether the European Funding will continue for the next two years or more?

Response

The European Structural and Investment Funds are designed to support projects through to 2020, with possible extensions to 2023. The Chief Secretary to the Treasury has confirmed that all existing contracted schemes using European funding will be honoured by the UK government and so cover the life cycle of the project. The same status will be given to schemes for which contracts are signed by the date of the Autumn Statement (23 November 2016). European funding which is not part of a funding agreement after the 23 November 2016 is at risk.

The Government has also indicated that funds delivered through the Common Agricultural Policy are secured until 2020.

Question Two

Chippenham Transport Package

While CPRE understands at this stage it is not possible to give details until the bid results are known, we would nevertheless wish to put down a marker in the form of the following:

If the Chippenham Transport Package is successful will

- a) the improvements to the A350 Chippenham Bypass include consideration of provision for a Bus Transit System linking J 17 to Chippenham?

Response

The Chippenham Transport Strategy aims to propose a realistic and affordable package of multi-modal measures to support growth in Chippenham. A bus transit system is unrealistic given restricted road space and unaffordable given likely scheme costs and available funding.

- b) will pedestrian and cycle network improvements include links from strategic development sites to key corridors and locations?

Given there is at present, no valid Chippenham Transport Strategy available for

public comment, who will decide the key corridors and links?

Response

Yes, a key part of the Chippenham Transport Strategy is the identification of pedestrian and cycle improvements that aim to ensure there is sustainable access between the strategic development sites and other key areas within the town. The Chippenham Transport Strategy (draft 2016) should be available on Wiltshire Council's website within the next week. In the meantime, the 2015 draft provides an outline of the pedestrian/cycle schemes that were included previously which provides a flavour of the type of improvements being put forward. This will obviously change slightly in the new edition of the Strategy to reflect the pattern of growth now put forward as part of the Proposed Modifications to the Chippenham Site Allocations Plan.

- c) will the public transport network improvements be considered separately or jointly with b) ?

The Chippenham Transport Strategy also sets out a number of public transport schemes for Chippenham and again, these will aim to improve access from the new development sites to other key locations.