



Catalogue of the papers and correspondence of the

**University for Swindon and Wiltshire
Project**
(1997-2001)

by Lizzie Richmond
University of Bath Archives

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GENERAL INTRODUCTION

PROVENANCE

The papers were received in June 2001 from Dr Malcolm Frazer, Chief Executive of the University for Swindon and Wiltshire Project.

OUTLINE OF THE HISTORY OF THE UNIVERSITY FOR SWINDON AND WILTSHIRE PROJECT

During the 1990s businesses and organisations based in Swindon and Wiltshire became increasingly concerned that students forced to leave the area in order to study were not returning after graduation, causing a serious decline in the highly skilled and educated work force on which they depended. The University for Swindon and Wiltshire Project (USWP), a company limited by guarantee, was formed in 1997 to promote higher education and develop a university presence within the region. Through co-operation with existing providers of education facilities, businesses and the library and careers guidance services, and by contracting with existing universities, USWP aimed to ensure that accessible, flexible and responsive higher education opportunities were made available throughout Swindon and Wiltshire.

Local organisations and business enterprises were invited to become members of USWP. Corporate members were able to appoint a representative to attend and vote at general meetings, participate in the election of the Board of Directors and share in the benefits of USWP projects such as the Centre for Excellence for IT and High Technology Training and the Forum for Research and Development. Members were also encouraged to share their experience of and ideas about higher education provision in Swindon and Wiltshire. By 2000 USWP had nearly 150 corporate members including many leading companies, local authorities, small businesses, colleges and schools.

In April 1998 J. D'Avila, Chairman of USWP and D. VandeLinde, Vice-Chancellor of the University of Bath signed a partnership agreement which formalised and consolidated collaboration between the two organisations and confirmed their joint commitment to develop higher education provision in Swindon and Wiltshire. The following year the University of Bath, in partnership with USWP, applied to the Higher Education Funding Council for England (HEFCE) for 300 additional places at Higher National Diploma (HND) level for the six further education colleges in Swindon and Wiltshire. Students enrolling on these courses studied at their local college but received full University of Bath student status.

In 1999 an agreement, mediated by USWP, between the University of Bath and Swindon Borough Council ratified plans for a major teaching and research campus to be established on two sites in Swindon. From September 2000 the University of Bath in Swindon, operating from Oakfield Campus, based in the buildings of a former school, began offering an increasing number of programmes, ranging from Masters to community courses, designed to meet the needs of local residents and employers. It was anticipated that within five years there would be approximately 80 researchers and 900 undergraduate and postgraduate students attending courses on the new Swindon campus. At the same time construction started on a landmark site for the University in Swindon town centre.

On its creation USWP was based at Wiltshire and Swindon Training and Enterprise Council, Swindon, Wiltshire. In July 1997 USWP moved into its own offices in Alexander House, Swindon. The Project moved to the University of Bath in Swindon, Oakfield Campus, Swindon at the end of 2000.

Having achieved its aims, with the establishment of a University of Bath presence in Swindon and in other parts of Wiltshire, the Board of Directors decided to wind up the USWP company. They met for the last time in May 2001.

DESCRIPTION OF THE COLLECTION

The material is presented in the order given in the contents list. It covers the period from 1996 to 2001.

Section A, Committees and working groups, forms the largest section of the catalogue. Covering the period 1995-2001, it comprises correspondence, papers and minutes of meetings relating to the main committees, working parties and steering groups established to instigate the Project, formulate its policies and oversee their implementation. It also includes material relating to committees set up to regulate relations between USWP and the University of Bath.

Section B, Correspondence and papers, contains a wide range of material dating from 1996 to 2001 relating to the formation, funding, policy and administration of USWP. Documentation of USWP membership comprising nearly 150 corporate members including businesses, local authorities, other public sector employers, further education colleges and schools is presented in this section. The section also contains material relating to the Forum for Research and Development in Swindon and Wiltshire which became the Wessex Innovation Network (WIN) in 2000.

Section C, Seminars and training events, contains material covering the period 1997-2001 relating to several seminars and other training events organised or hosted by USWP. These include a series of seminars intended to promote awareness of the Project and invite input from local businesses and higher education providers and the USWP Winter School which offered courses designed specifically to meet local business needs. The section also includes correspondence and papers relating to the USWP annual directors' dinners held in December 1999 and January 2001.

Section D, Publications and reports, contains a number of official documents and reports published by USWP between 1998 and 2001. These include a full set of the USWP newsletter and the USWP Annual Report and Accounts.

Section E, Photographs, contains photographs relating to USWP events, personnel and supporters. They cover the period 1998-2001.

Section F, Press cuttings, contains a small collection of newspaper extracts relating to USWP activities between 1996 and 2000.

ACKNOWLEDGEMENTS

We are very grateful to Dr M. Frazer and Ms J. Margerum, USWP Office Manager for their assistance in making this material available.

L. Richmond
Bath 2002

SECTION A COMMITTEES AND WORKING GROUPS A.1-A.197

This section contains material relating to the various committees, working parties and steering groups involved in the establishment and business operations of the University for Swindon and Wiltshire Project (USWP). These include USWP committees, such as the Executive Committee and the Finance and General Purposes Committee, which formulated USWP policies and oversaw their implementation, and the University of Bath/USWP Working Party and the Partnership Council which regulated relations between USWP and the University of Bath.

A.1-A.8	THAMESDOWN BOROUGH COUNCIL HIGHER EDUCATION STEERING GROUP
A.9-A.18	WILTSHIRE COUNTY COUNCIL HIGHER EDUCATION STEERING GROUP
A.19-A.41	SHADOW BOARD
A.42-A.57	UNIVERSITY OF BATH/USWP WORKING PARTY
A.58-A.105	BOARD OF DIRECTORS
A.106-A.124	EXECUTIVE COMMITTEE
A.125-A.142	PARTNERSHIP COUNCIL
A.143-A.164	FINANCE AND GENERAL PURPOSES COMMITTEE
A.165-A.177	ACADEMIC COMMITTEE
A.178-A.188	STRATEGIC PLANNING GROUP
A.189-A.196	ANNUAL GENERAL MEETING
A.197	INNER CABINET

**A.1-A.8 THAMESDOWN BOROUGH COUNCIL
HIGHER EDUCATION STEERING GROUP 1995-1997**

The Borough of Thamesdown became a unitary authority in 1995. Its name was changed to the Borough of Swindon with effect from 1 April 1997.

This sub-section contains correspondence, papers and notes of meetings relating to the Thamesdown Borough Council Higher Education Steering Group which was set up to enhance higher education provision in Swindon. It concentrated particularly on the development of a Swindon-based university.

Collaboration between the Thamesdown Borough Council Higher Education Steering Group and the Wiltshire County Council Higher Education Steering Group finally led to the establishment of the Shadow Board of the University for Swindon and Wiltshire Project in February 1997.

The presentation is chronological.

See A.9-A.41.

- A.1 1995.
- A.2 February-April 1996.
- A.3 May 1996.
- A.4 June-July 1996.
- A.5 October-November 1996.
- A.6 December 1996.
- A.7 January-April 1997.
- A.8 May-August 1997.

**A.9-A.18 WILTSHIRE COUNTY COUNCIL HIGHER
EDUCATION STEERING GROUP 1996-1997**

This sub-section contains correspondence, papers and notes of meetings relating to the Wiltshire County Council Higher Education Steering Group which was set up in August 1996. The Group aimed to find ways to promote the development of higher education provision in Wiltshire and to oversee research into the scale and type of the development required.

Collaboration between the Wiltshire County Council Higher Education Steering Group and Thamesdown Borough Council Higher Education Steering Group finally led to the establishment of the Shadow Board of the University for Swindon and Wiltshire Project in February 1997.

The presentation is chronological.

See also A.1-A.8, A.19-A.41.

- A.9 February-August 1996.
- A.10 September 1996.
- A.11 October 1996.
- A.12 November-December 1996.
- A.13 January-February 1997.
- A.14 March 1997.
- A.15 April 1997.
- A.16 May 1997.
- A.17 June 1997.

A.18 July-September 1997.

A.19-A.41 SHADOW BOARD 1997

This sub-section contains correspondence, papers and minutes of meetings relating to the Shadow Board of the University for Swindon and Wiltshire Project. It was set up to explore and develop possible options for enhancing higher education facilities in Swindon and Wiltshire, and to secure local and national support for the Project. The Board was chaired by J. D'Avila and met approximately monthly from its inauguration in February 1997 to its dissolution in November 1997.

The presentation is chronological.

A.19 January 1997.

A.20-A.22 February 1997.
Three folders.

A23-A.26 March 1997.
Four folders.

A.27 April 1997.

A.28-A.31 May 1997.
Four folders.

A.32, A.33 June 1997.
Two folders.

A.34 July 1997.

A.35, A.36 August 1997.
Two folders.

A.37, A.38 September, 1997.
Two folders.

A.39 October 1997.

A.40, A.41 November 1997.
Two folders.

A.42-A.57 UNIVERSITY OF BATH/USWP JOINT WORKING PARTY 1996-1998

This sub-section contains correspondence, papers and notes of meetings relating to the formation and activities of the University of Bath/USWP Joint Working Party. The Working Party first met at the University of Bath on 20 October 1997. It was established to examine the feasibility and implications of the University of Bath forming a partnership with USWP in order to provide a range of higher education courses in Swindon and Wiltshire.

The University of Bath/USWP Joint Working Party was superseded by the University for Swindon and Wiltshire Project Partnership Council. Its eighth and final meeting took place on 2 April 1998.

The presentation is chronological.

See also A.125-A.142.

A.42 December 1996-October 1997.

A.43, A.44 November 1997.
Two folders.

A.45-A.48	December 1997. Four folders.	
A.49-A.51	January 1998. Three folders.	
A.52	February 1998.	
A.53, A.54	March 1998. Two folders.	
A.55-A.57	April 1998. Three folders.	
A.58-A.105	BOARD OF DIRECTORS	1997-2001
	Meetings of the University of Swindon and Wiltshire Project Board of Directors were held at various locations in Swindon and Wiltshire.	
A.58, A.59	Wiltshire Training and Enterprise Council, Swindon, Wiltshire, 12 November 1997.	
A.58	Agenda and papers.	
A.59	Minutes (signed).	
A.60, A.61	Nationwide House, Swindon, Wiltshire, 17 December 1997.	
A.60	Agenda and papers.	

A.61	Minutes (signed).
A.62, A.63	County Hall, Trowbridge, Wiltshire, 11 February 1998.
A.62	Agenda and papers.
A.63	Minutes (signed).
A.64-A.66	Chippenham College, Chippenham, Wiltshire, 15 April 1998.
A.64, A.65	Agenda and papers. Two folders.
A.66	Minutes (signed).
A.67, A.68	Lackham College, Chippenham, Wiltshire, 17 June 1998.
A.67	Agenda and papers.
A.68	Minutes (signed).
A.69, A.70	Swindon College, Swindon, Wiltshire, 12 August 1998.
A.69	Agenda and papers.
A.70	Minutes (signed).
A.71, A.72	Salisbury College, Salisbury, Wiltshire, 14 October 1998.
A.71	Agenda and papers.

A.72 Minutes (signed).

A.73, A.74 New College, Swindon, Wiltshire, 16 December 1998.

A.73 Agenda and papers.

A.74 Minutes (signed).

A.75, A.76 Trowbridge College, Trowbridge, Wiltshire, 10 February 1999.

A.75 Agenda and papers.

A.76 Minutes (signed).

A.77, A.78 Civic Offices, Swindon Borough Council, Swindon, Wiltshire, 14 April 1999.

A.77 Papers.

A.78 Minutes (signed).

A.79, A.80 Erskin Barracks, Wilton, Salisbury, Wiltshire, 9 June 1999.

A.79 Papers.

A.80 Minutes (signed).

A.81, A.82 Swindon College, Swindon, Wiltshire, 22 September 1999.

A.81 Papers.

A.82 Minutes (signed).

A.83-A.85 De Vere Hotel, Swindon, Wiltshire, 8 December 1999.

A.83, A.84 Papers.
Two folders.

A.85 Minutes (signed).

A.86, A.87 County Hall, Trowbridge, Wiltshire, 16 February 2000.

A.86 Papers.

A.87 Minutes (signed).

A.88, A.89 Oakfield School, Swindon, Wiltshire, 5 April 2000.

A.88 Papers.

A.89 Minutes (signed)

A.90-A.92 Royal British Legion Conference Centre, Tidworth, Wiltshire, 7 June 2000.

A.90, A.91 Papers.
Two folders.

A.92 Minutes (signed).

A.93-A.95 Civic Offices, Swindon Borough Council, Swindon, Wiltshire, 6 September 2000.

A.93, A.94 Papers.
Two folders.

A.95 Minutes (signed)

A.96, A.97 Sarsen Housing Association, Devizes, Wiltshire, 8 November 2000.

A.96 Papers.

A.97 Minutes (signed).

A.98, A.99 Oakfield Campus, Swindon, Wiltshire, 17 January 2001.

A.98 Papers.

A.99 Minutes (signed).

A.100-A.103 Oakfield Campus, Swindon, Wiltshire, 14 March 2001.

A.100-A.102 Papers.
Three folders.

A.103 Minutes (signed).

A.104, A.105 Oakfield Campus, Swindon, Wiltshire, 16 May 2001.

A.104 Agenda and papers.

A.105 Minutes.

A.106-A.124 EXECUTIVE COMMITTEE 1997-1998

The University for Swindon and Wiltshire Project Executive Committee was established by the Board of Directors in November 1997 to oversee and manage progress with the Project. It generally met at least once a month. It was replaced in August 1998 by the Finance and General Purposes Committee and the Academic Committee.

All meetings of the Executive Committee were held at the Wiltshire Training and Enterprise Council, Swindon, Wiltshire, except for the final meeting, in July 1998, which took place at Alexander House, Swindon.

See also A.58, A.59, A.143-A.177.

A.106, A.107 24 November 1997.

A.106 Papers.

A.107 Minutes (signed).

A.108-A.110 5 January 1998.

A.108, A.109 Papers.
Two folders.

A.110 Minutes (signed).

A.111, A.112 2 February 1998.

A.111 Papers.

A.112 Minutes (signed).

A.113, A.114 4 March 1998.
A.113 Papers.
A.114 Minutes (signed).
A.115, A.116 1 April 1998.
A.115 Papers.
A.116 Minutes (signed).
A.117, A.118 6 May 1998.
A.117 Papers.
A.118 Minutes (signed).
A.119, A.120 3 June 1998.
A.119 Agenda and papers.
A.120 Minutes (signed).
A.121, A.122 1 July 1998.
A.121 Agenda and papers.
A.122 Minutes (signed).

A.123, A.124 29 July 1998.
A.123 Agenda and papers.
A.124 Minutes (signed).
A.125-A.142 PARTNERSHIP COUNCIL 1998-2001
The University of Bath/University for Swindon and Wiltshire Project Higher Education Partnership Council was established in June 1998 to consider the higher education needs of Swindon and Wiltshire and to suggest ways of addressing those needs. The Council was also responsible for ensuring that a register of all higher education provision in Swindon and Wiltshire was maintained.
Meetings were held at various locations in Swindon and Wiltshire and at the University of Bath.
A.125-A.127 Chippenham College, Chippenham, Wiltshire, 19 June 1998.
A.125, A.126 Agenda and papers.
Two folders.
A.127 Minutes.
A.128, A.129 University of Bath, Claverton Down, Bath, 19 November 1998.
A.128 Agenda and papers.
A.129 Minutes.

A.130, A.131 Civic Offices, Swindon Borough Council, Swindon, Wiltshire, 11 March 1999.

A.130 Agenda and papers.

A.131 Minutes.

A.132, A.133 Lackham College, Chippenham, Wiltshire, 16 June 1999.

A.132 Agenda and papers.

A.133 Minutes (signed).

A.134, A.135 University of Bath, Claverton Down, Bath, 10 November 1999.

A.134 Agenda and papers.

A.135 Minutes.

A.136, A.137 Oakfield School, Swindon, Wiltshire, 8 March 2000.

A.136 Agenda and papers.

A.137 Minutes.

A.138, A.139 Lackham College, Chippenham, Wiltshire, 14 June 2000.

A.138 Papers.

A.139 Minutes.

A.140, A.141 University of Bath, Claverton Down, Bath, 24 November 2000.

A.140 Papers.

A.141 Minutes.

A.142 Oakfield Campus, Swindon, Wiltshire, 23 March 2001.
Minutes.

A.143-A.164 FINANCE AND GENERAL PURPOSES COMMITTEE 1998-2001

At a meeting of the University for Swindon and Wiltshire Project Board of Directors on 12 August 1998 a revised committee structure comprising a Finance and General Purposes Committee and an Academic Committee was approved. The terms of reference of the Finance and General Purposes Committee were those of the Executive Committee which it replaced.

Between September 1998 and December 2000 meetings of the Finance and General Purposes Committee were held at Alexander House, Swindon, Wiltshire. From 2001 meetings took place at Oakfield Campus, Swindon, Wiltshire.

See also A.69, A.70, A.106-A.124, A.165-A.177.

A.143, A.144 2 September 1998.

A.143 Agenda and papers.

A.144 Minutes (signed).

A.145, A.146 4 November 1998.

A.145 Agenda and papers.

A.146 Minutes (signed).

A.147, A.148 20 January 1999.

A.147 Agenda and papers.

A.148 Minutes (signed).

A.149, A.150 17 March 1999.

A.149 Agenda and papers.

A.150 Minutes (signed).

A.151, A.152 19 May 1999.

A.151 Papers.

A.152 Minutes (signed).

A.153, A.154 14 July 1999.

A.153 Papers.

A.154 Minutes (signed).

A.155 19 January 2000.
Papers.

A.156, A.157 15 March 2000.

A.156 Papers.

A.157 Minutes (signed).

A.158, A.159 4 October 2000.

A.158 Agenda and papers.

A.159 Minutes (signed).

A.160, A.161 6 December 2000.

A.160 Agenda and papers.

A.161 Minutes (signed).

A.162 14 February 2001.
Minutes (signed).

A.163, A.164 13 June 2001.

A.163 Papers.

A.164 Minutes.

A.165-A.177	ACADEMIC COMMITTEE	1998-2001
	<p>At a meeting of the University for Swindon and Wiltshire Project Board of Directors on 12 August 1998 a revised committee structure comprising an Academic Committee and a Finance and General Purposes Committee was approved. The Academic Committee, which replaced the Academic Planning Sub-Committee, was responsible for all academic matters and made recommendations on major academic policy issues to the Board of Directors.</p> <p>Meetings of the Academic Committee took place at Alexander House, Swindon, Wiltshire.</p> <p>See also A.69, A.70, A.143-A.164.</p>	
A.165	21 September 1998.	
	Minutes.	
A.166, A.167	15 January 1999.	
A.166	Agenda and papers.	
A.167	Minutes.	
A.168, A.169	19 February 1999.	
A.168	Agenda.	
A.169	Minutes.	
A.170, A.171	28 May 1999.	
A.170	Agenda and papers.	
A.171	Minutes.	

A.172, A.173	24 September 1999.	
A.172	Agenda and papers.	
A.173	Minutes.	
A.174, A.175	31 January 2000.	
A.174	Agenda and papers.	
A.175	Minutes.	
A.176, A.177	11 April 2000.	
A.176	Agenda and paper	
A.177	Minutes.	
A.178-A.188	STRATEGIC PLANNING GROUP	1999
	<p>The University for Swindon and Wiltshire Project Strategic Planning Group was established by the Board of Directors in February 1999 to review the current USWP mission and vision, to define the long term aims of the company and to consider options for achieving them.</p> <p>The first meeting of the Strategic Planning Group was held at 'The Pear Tree', Purton, Wiltshire. All subsequent meetings took place at Alexander House, Swindon, Wiltshire.</p> <p>See also A.75, A.76.</p>	
A.178	22 March 1999.	
	Minutes.	

A.179 29 March 1999.
Minutes.

A.180 12 April 1999.
Minutes.

A.181 19 April 1999.
Minutes.

A.182, A.183 17 May 1999.

A.182 Agenda.

A.183 Minutes.

A.184, A.185 7 June 1999.

A.184 Agenda.

A.185 Minutes.

A.186, A.187 6 July 1999.

A.186 Agenda and papers.

A.187 Minutes.

A.188 6 December 1999.
Agenda and papers.

A.189-A.196 ANNUAL GENERAL MEETING 1999-2001

A.189, A.190 Extraordinary General Meeting, Civic Offices, Swindon, Wiltshire, 16 September 1999.

A.189 Notice and papers.

A.190 Minutes (signed).

A.191, A.192 Annual General Meeting, Bowood Country Club, Calne, Wiltshire, 30 November 1998.

A.191 Notice and papers.

A.192 Minutes (signed).

A.193, A.194 Annual General Meeting, Marsh Farm Hotel, Wootton Bassett, Wiltshire, 22 October 1999.

A.193 Notice and papers.

A.194 Minutes (signed).

A.195 Annual General Meeting, Oakfield Campus, Swindon, Wiltshire, 11 December 2000.
Minutes (signed).

A.196 Extraordinary General Meeting, Oakfield Campus, Swindon, Wiltshire, 18 April 2001.
See also E.8.
Minutes (signed).

A.197

INNER CABINET

2000

In July 2000 M. Frazer, Chief Executive of the University for Swindon and Wiltshire Project convened a meeting of senior members of USWP staff, sometimes referred to as the 'Inner Cabinet', to review informally, but confidentially, progress towards achieving the USWP mission.

Agenda and papers *re* meeting, Alexander House, Swindon, Wiltshire, 18 July 2000.

SECTION B

CORRESPONDENCE AND PAPERS

B.1-B.81

This section contains various correspondence and papers relating to the structure, policies and business operations of the University for Swindon and Wiltshire Project (USWP). It includes documentation of the establishment of USWP, a company limited by guarantee, in 1997 and its funding, partly through the Wiltshire Training and Enterprise Council. Material relating to USWP membership which comprised nearly 150 businesses, local authorities and educational institutions is presented here.

The section also includes material relating to the day to day administration of the Project and its involvement with the setting up and work of the Forum for Research and Development in Swindon and Wiltshire which became the Wessex Innovation Network in 2000.

B.1-B.7	'FORMATION OF THE COMPANY'
B.8-B.34	MEMBERSHIP AND SUPPORT
B.35-B.38	WESSEX INNOVATION NETWORK (WIN)
B.39-B.42	PARTNER UNIVERSITIES
B.43-B.68	FUNDING
B.69-B.80	GENERAL CORRESPONDENCE
B.81	PROSPECTUS OF ACADEMIC DEVELOPMENTS

B.1-B.7 'FORMATION OF THE COMPANY' 1996-1997

This sub-section comprises the contents of a folder inscribed 'Formation of the Company' divided into seven for ease of reference.

It contains correspondence and papers relating to the establishment, organisation and membership of the University for Swindon and Wiltshire Project.

The presentation is chronological.

See also A.1-A.18.

B.1 October-December 1996.

B.2 January-March 1997.

B.3, B.4 April 1997.
Two folders.

B.5 July 1997.

B.6 August-September 1997.

B.7 October-December 1997.

B.8-B.34 MEMBERSHIP AND SUPPORT 1997-2001

This sub-section contains correspondence with University for Swindon and Wiltshire Project patrons and supporters. On its establishment and throughout its existence USWP received the endorsement and support of many local businesses, educational institutions and MPs.

The sub-section also contains papers and correspondence relating to applications for individual and corporate USWP membership.

B.8-B.32 Application forms and correspondence *re* USWP membership, 1997-2000.

All members of USWP were represented at USWP general meetings. They participated in the election of the Board of Directors and were given the opportunity to influence how higher education was provided in their area.

Sorted alphabetically by name of correspondent or organisation.

B.8 A.

B.9 B.

B.10 C.

B.11 D.

B.12 E.

B.13 F.

B.14 G.

B.15 H, I.

B.16	J, K.
B.17	L.
B.18	M.
B.19, B.20	N. Two folders.
B.21	O.
B.22	P, Q.
B.23	R.
B.24-B.26	S. Three folders.
B.27, B.28	T. Two folders.
B.29	U, V.
B.30, B.31	W. Two folders.
B.32	Z.

B.33	Correspondence and application forms <i>re</i> schools' and colleges' associate membership of USWP, May 1998-October 2001.
B.34	Correspondence with USWP patrons and local MPs <i>re</i> support for the Project, September 1998-December 2000.
B.35-B.38	WESSEX INNOVATION NETWORK (WIN) 1999-2001
	This sub-section contains correspondence, papers and notes of meetings relating to the Wessex Innovation Network (WIN). WIN was a development of the Forum for Research and Development in Swindon and Wiltshire which was conceived in 1998 to facilitate contact and communication between various private and public sector research and development organisations in Swindon and Wiltshire. USWP arranged the first meeting of the Forum in February 1999 and informal quarterly meetings followed.
	In 2000 USWP made a successful bid to the Wiltshire and Swindon Training and Enterprise Council for funding to create WIN which subsequently replaced the Forum.
	The presentation is chronological.
B.35	March 1999-April 2000.
B.36	June- December 2000.
B.37	January-February 2001.
B.38	March-May 2001.

B.39-B.42	PARTNER UNIVERSITIES	1997-1998
	<p>This sub-section contains correspondence and papers relating to possible partnership arrangements between the University for Swindon and Wiltshire Project and various UK universities.</p> <p>On 23 April 1998 J. D'Avila, Chairman of USWP and D. Vandelinde, Vice-Chancellor of the University of Bath signed a partnership agreement which formalised collaboration between the two organisations and set out their joint commitment to develop the provision of higher education in Swindon and Wiltshire.</p>	
B.39	University of the West of England, Bristol, July-December 1997.	
B.40	Cranfield University, Shrivenham, Swindon, Wiltshire, July-October 1997.	
B.41	Oxford Brookes University, Oxford, October-November 1997.	
B.42	<p>USWP/University of Bath Higher Education Partnership Agreement, 23 April 1998.</p> <p>See also E.1.</p>	
B.43-B.68	FUNDING	1996-2001
	<p>This sub-section contains material relating to University for Swindon and Wiltshire Project funding.</p>	
B.43-B.50	Papers, invoices and correspondence re USWP funding, financial support, donations received and payments made, December 1997-February 2001.	
B.43	December 1997.	
B.44	February-July 1998.	

B.45	August-September 1998.
B.46	October-November 1998.
B.47	December 1998.
B.48	January-April 1999.
B.49	May-December 1999.
B.50	February 2001.
B.51-B.54	<p>'USWP TEC Discretionary Funding.' Contents of folder so inscribed divided into four for ease of reference.</p> <p>The University for Swindon and Wiltshire Project was partly funded by Wiltshire Training and Enterprise Council using money secured through the Training and Enterprise Council Discretionary Fund (TDF) process.</p> <p>Correspondence and papers re USWP funding bids and financial support, 1996-1998.</p> <p>See also B.55-B.63.</p>
B.51	November-December 1996.
B.52	February 1997.
B.53	April-December 1997.
B.54	January-March 1998.

- B.55-B.65 'TEC Contract.' Contents of folder so inscribed divided into nine for ease of reference.
See also B.51-B.54.
- B.55-B.61 Correspondence and papers *re* Wiltshire and Swindon Training and Enterprise Council and USWP funding arrangements, July 1998-December 2000.
- B.55 July-August 1998.
- B.56 September-October 1998.
- B.57 February-March 1999.
- B.58 September-November 1999.
- B.59 January-March 2000.
- B.60 April-May 2000.
- B.61 October-December 2000.
- B.62, B.63 Correspondence and papers *re* Wiltshire and Swindon Training and Enterprise Council/USWP funding contracts, August 1998-March 2000.
Two folders.
- B.64, B.65 Correspondence and papers *re* Wiltshire and Swindon Training and Enterprise Council/USWP contract reviews and invoices, July 1998-October 2000.
Two folders.

- B.66-B.68 'Donations in Kind.' Contents of folder so inscribed.
Correspondence and papers *re* secondments to USWP and the provision of business services and consultancy work by local organisations as 'donations' in support of USWP, October 1996-November 1999.
Three folders.
- B.69-B.80 GENERAL CORRESPONDENCE 1998-2000**
- This sub-section contains general correspondence relating to University for Swindon and Wiltshire Project policy, meetings, support and administration, April 1998-November 2000.
The presentation is chronological.
- B.69 April-May 1998.
- B.70 January-March 1999.
- B.71 June-July 1999.
- B.72 August-October 1999.
- B.73 November 1999.
- B.74 December 1999.
- B.75 January 2000.
- B.76 February-March 2000.
- B.77 April 2000.

B.78 May-June 2000.

B.79 July-August 2000.

B.80 September-November 2000.

B.81 PROSPECTUS OF ACADEMIC DEVELOPMENTS 2000

9pp typescript entitled 'University of Bath - Swindon Campus: A Provisional Prospectus of Academic Development', May 2000.

SECTION C SEMINARS AND TRAINING EVENTS C.1-C.24

This section contains material relating to seminars and other training events organised or hosted by the University for Swindon and Wiltshire Project. It includes documentation of the USWP Winter School which offered a range of short courses for local businesses and a series of seminars designed to generate support for the Project and to encourage input from local employers and higher education providers.

The section also contains material relating to the USWP Annual Conference, 1999 and to USWP annual directors' dinners held in December 1999 and January 2001.

C.1-C.8	WINTER SCHOOL
C.9-C.14	SEMINARS
C.15-C.17	ANNUAL CONFERENCE
C.18, C.19	DIRECTORS' DINNER
C.20	CELEBRATION OF INNOVATION
C.21-C.23	TECHNOLOGY EXCHANGE
C.24	'OTHER EVENTS'

C.1-C.8

WINTER SCHOOL

1997-1998

This sub-section contains material relating to the University for Swindon and Wiltshire Project 'Focus on Learning' Winter School which took place in Wanborough, Wiltshire, 16-20 February 1998. It aimed to deliver learning for business applications, offering a range of programmes covering both specialist and general subjects. Course topics included stress management, interviewing skills, industrial and commercial development and media business.

C.1 Correspondence, papers and notes of meetings *re* the USWP Winter School Sub-Group, July 1997-February 1998.

C.2-C.4 Correspondence and papers *re* venue and room-booking arrangements, June 1997-April 1998.

Three folders.

C.5, C.6 Correspondence and papers *re* the contents and scheduling of programme courses, August 1997-January 1998.

Two folders.

C.7 Completed booking forms, January-February 1998.

C.8 Programme.

C.9-C.14

SEMINARS

1998

This sub-section contains material relating to a series of seminars organised by University for Swindon and Wiltshire Project intended to broaden awareness of the Project and its work and to facilitate discussion about the higher education needs of Swindon and Wiltshire with locally-based businesses and educational institutions.

C.9 Employers' Seminar, Swindon College, Swindon, Wiltshire, 13 March 1998.

The seminar aimed to identify employers' needs and expectations from an enhanced university presence in Swindon and Wiltshire and to examine the opportunities that partnership with the University of Bath might bring.

Correspondence and papers *re* arrangements.

C.10, C.11 Partnership Opportunities and Boundaries Seminar, Lackham College, Chippenham, Wiltshire, 18 March 1998 and Swindon College, Swindon, Wiltshire, 27 March 1998.

The seminar provided an opportunity to discuss the development of an academic plan for the partnership between USWP and the University of Bath.

Correspondence and papers *re* arrangements.

Two folders.

C.12 Community and Continuing Education Seminar, Chippenham College, Chippenham, Wiltshire, 20 March 1998.

The seminar aimed to assess existing provision of non-vocational community and continuing education within Wiltshire and to consider a proposal by the University of Bath for the joint promotion of courses.

Correspondence and papers *re* arrangements.

C.13, C.14 Higher Education in Rural Areas Seminar, Wanborough, Wiltshire, 22 May 1998.

The seminar encouraged attendees to share their experiences and to identify common features, barriers and opportunities and to consider possible scope for progress.

Correspondence and papers *re* arrangements.

Two folders.

C.15-C.17 ANNUAL CONFERENCE 1999

This sub-section contains material relating to the University for Swindon and Wiltshire Project Annual Conference: Entrepreneurship - The Role of Higher Education, Marsh Farm Hotel, Wootton Bassett, Wiltshire, 22 October 1999.

See also E.3.

C.15 Correspondence and papers *re* arrangements.

C.16 Programme and publicity brochures.

C.17 Presentation papers.

C.18, C.19 DIRECTORS' DINNER 1999, 2001

C.18 Annual Directors' Dinner, De Vere Hotel, Swindon, Wiltshire, 8 December 1999.

Correspondence and papers *re* arrangements.

C.19 Annual Directors' Dinner, Oakfield Campus, Swindon, Wiltshire, 17 January 2001.

Correspondence and papers *re* arrangements.

C.20 CELEBRATION OF INNOVATION 2000

DTI Annual Innovation Lecture delivered by Lord (David) Puttnam entitled 'Creating the Unlimited Company' was followed by a session during which speakers from the University of Bath outlined plans for the Oakfield Campus, Swindon. The event was held at Tyco Electronics (UK) Ltd, Swindon, Wiltshire, 9 May 2000.

Correspondence and papers *re* arrangements.

C.21-C.23 TECHNOLOGY EXCHANGE 2001

The Technology Exchange was organised by the University for Swindon and Wiltshire Project, Swindon Borough Council and the University of Bath in Swindon. After an opening address by Professor D. VandeLinde, Vice-Chancellor of the University of Bath, attendees were invited to listen to a number of presentations and meet representatives of exhibiting companies and businesses in order to share ideas and strengthen contacts.

The Technology Exchange was held at Oakfield Campus, Swindon, Wiltshire, 18 April 2001.

See also E.4-E.7.

C.21 Programme and list of exhibitors.

C.22 Catalogue.

C.23 Supplement to catalogue.

D.5	Issue 4, Summer 1999.
D.6	Issue 5 (Special Edition), October 1999. 1p press release <i>re</i> the establishment of a new campus at Oakfield School, Swindon, Wiltshire with covering letter. See also E.12.
D.7	Issue 6, Winter 1999/2000.
D.8	Interim Update, 28 March 2000.
D.9	Issue 7 (Final), Spring 2001.
D.10-D.12	ANNUAL REPORT AND ACCOUNTS 1999-2001
D.10	31 March 1999.
D.11	31 March 2000.
D.12	31 March 2001.

D.13, D.14	MISCELLANEOUS 1998-2001
D.13	<i>USWP Centre for Excellence for IT and High Technology Training Final Report</i> , March 2001. In June 1998 the University for Swindon and Wiltshire Project was awarded £800 000 by the Department of Education and Employment to establish a Swindon and Wiltshire Centre for Excellence for IT and High Technology Training. The project was completed in two stages; through the construction of the USWP-Net, a high-speed communications network, and the provision of IT training, particularly for small and medium business enterprises in the region.
D.14	Various USWP publicity brochures and leaflets, 1998-2001.

SECTION E PHOTOGRAPHS E.1-E.14

This section contains photographs relating to various aspects of the University for Swindon and Wiltshire Project (USWP). Those taken at various USWP seminars and meetings provide a pictorial record to supplement documentation presented in other sections of the catalogue. Cross references are provided where appropriate.

Most of the photographs have been labelled by members of USWP staff to indicate when they were taken and what/who they depict. Many of the portrait photographs of members of USWP staff and prominent USWP supporters and patrons appear to have been acquired and retained for use in USWP publications and publicity material.

- E.1-E.8 EVENTS
- E.9-E.13 STAFF AND SITES
- E.14 SUPPORTERS

E.1-E.8 EVENTS 1998-2001

- E.1 Two black and white photographs showing J. D'Avila, USWP Chairman and Professor D. VandeLinde, Vice-Chancellor, University of Bath, signing the USWP/University of Bath Partnership Agreement, 23 April 1998.

See also B.42.
- E.2 Two colour photographs endorsed 'USWP's 100th member'.

In June 1999 membership of USWP reached 120. To mark the occasion a small ceremony was held. USWP Patron, General Sir Maurice Johnston, the Lord Lieutenant of Wiltshire, presented a certificate to H. Procter, Post Office Purchasing Services, the 100th member of the Project.

See D.5.

- E.3 'Entrepreneurship - The Role of Higher Education', USWP Annual Conference, Marsh Farm Hotel, Wootton Bassett, Swindon, Wiltshire, 22 October 1999.

Seven colour photographs of speakers and organisers.

See also C.15-C.17.
- E.4-E.7 Technology Exchange, University of Bath in Swindon, Oakfield Campus, Swindon, Wiltshire, 18 April 2001.

See also C.21-C.23.
- E.4 Six colour photographs of speakers.
- E.5, E.6 Nineteen colour photographs of exhibitors.

Two folders.
- E.7 Fourteen colour photographs of audience members and participants.
- E.8 USWP Extraordinary general meeting, Oakfield Campus, Swindon, Wiltshire, 18 April 2001.

Four colour photographs of speakers and audience.

See also A.196.
- E.9-E.13 STAFF AND SITES 1998, nd**
- E.9 Colour photograph of members of USWP staff, May 1998.
- E.10 Fifteen colour photographs of members of USWP staff, nd.
- E.11 Colour photograph of Alexander House, 19 Fleming Way, Swindon, Wiltshire, endorsed 'Site of USWP Office July 1997-December 2000', nd.

- E.12 Two colour photographs of Oakfield School, Swindon, nd.
See also D.6.
- E.13 Colour photograph of the white horse carved into the hill-side at Westbury, Wiltshire used as the USWP logo, nd.
- E.14 SUPPORTERS nd**
- Nine colour publicity portrait photographs of prominent supporters and patrons of USWP, nd.

SECTION F PRESS CUTTINGS F.1-F.7

This section contains a small collection of press cuttings relating to the University for Swindon and Wiltshire Project (USWP). Assembled between 1996 and 2000 the collection includes extracts from both regional and national newspapers documenting the formation of USWP, its activities and achievements and its interaction with communities, businesses and organisations based in Swindon and Wiltshire.

The presentation is chronological, 1996-2000.

- F.1 1996-1997.
- F.2 January-March 1998.
- F.3 April-May 1998.
- F.4 June-July 1998.
- F.5 August-December 1998.
- F.6 1999.
- F.7 2000.