HEREFORD ENTERPRISE ZONE EXECUTIVE BOARD 17 MARCH 2015

Present:	In attendance:
Bill Jackson (BJ) Chair	Nick Webster (NW)
Tracey Goodwin (JG)	Dorothy Coleman (DC)
Geoff Hughes (GH)	
Neil Kerr (NK)	
Glyn Morgan (GM)	
Mark Pearce (MP)	

	ACTION
1. APOLOGIES FOR ABSENCE	
Cllr Roger Phillips	
2. DECLARATIONS OF INTEREST	
NK declared an interest in item 5b	
3. MINUTES OF MEETING HELD ON 27 JANUARY 2014	
The minutes of the meeting held on 27 January were approved as a correct record.	
4. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA	
a) Minutes 5a Transport issues - Rotherwas Rail	
NK referred to discussions at previous meetings about the potential for a passenger rail	
line to Rotherwas. Whilst the Zone Board would welcome an operational passenger	
line, this would need to be in addition to, not instead of, new road provision. The Board	
confirmed its position to support and make land available should the case be made and	
the Council determines to progress this.	
b) Minute 5a Transport issues – Southern Link Road planning application	
GH reported that the South Wye package planning application was due to be submitted	
by the end of March, and would be determined under the new Council administration.	
It was noted that the Core Strategy enquiry had concluded, and that the inspector	
required further consultation around some aspects of the strategy. No changes had	
been made to the proposals for the Western Relief Road. The consultation should be	
concluded by the end of April, after which it was anticipated that approval would be	
granted.	
c) Minute 5a Transport issues - Holme Lacy Road improvements	
Draft proposals for traffic calming measures and improvements for pedestrians and	
cyclists along the Holme Lacy Road were brought by Balfour Beatty to a recent meeting	DC
of the EZ Stakeholder Group. The draft plans would be circulated to Board members.	

Further work to link existing cycle routes through Belmont through to the Zone was being discussed by MP with the Council and Balfour Beatty, and to hence add value to the original proposals.	MP
c) Minute 5f) - Office accommodation It was noted that the office lease had been extended for 3 months. GH reported that the Council was happy to support the team's relocation to the HARC building but that it was unlikely to be able to meet the team's requirements, particularly in relation to confidentiality. GH to ask Tony Featherstone to speak to MP.	GН
5. ISSUES FOR DISCUSSION/DECISION	
a) EZ Delivery Plan 2015/16	
The draft Delivery Plan 2015/16 had been discussed at the EZ Members Board meeting. The plan would be amended in line with comments and suggestions made. MP agreed to consider producing a 3-year plan but it was noted that the DCLG requirement was for an annual plan as was the EZ company's constitution. A 6 monthly progress report would be presented to the Members Board in September/October.	MP
NW informed the Board about the development of Growth Hubs across the country which would provide virtual business support services. For this area, the Marches LEP executive would act as the first point of contact for business enquiries in the area, and would signpost to other agencies as appropriate. Each of the 3 counties would also have a hub facility where meetings, seminars etc. could be held. Options for Hereford were being considered, one being Skylon Court. MP emphasised, and the Board supported, the strong synergy and benefit of having the Hereford Hub based on the Zone. NW to keep the Board informed of progress.	NW
b) Sales issues/plot disposals MP reported on 2 new interests for land on the EZ. The Board agreed to progress one and seek additional information on the second.	
6. MANAGING DIRECTOR'S REPORT	
a) Sales The client timelines table and disposals map were considered and MP outlined progress on each potential investment.	
It was noted that work was nearing completion on the Marches Global site and work was progressing well on the HR Smith site. The Western Power facility was now occupied and the workforce was moving in.	
b) Marketing Communications and PR	

MP reported that there had been positive feedback following the briefing held in	
February for Councillors, with some of the information then reported positively in the	
Hereford Times.	
A meeting had been held with the editor of Hereford Times resulting in an agreement	ВЈ
for a 6 weekly EZ 'Talking Point' slot in the paper.	MP
Tot a 6 weekly L2 Talking Fourt Slot in the paper.	IVIP
Malaita	
Website	
Work on the new website had been completed. NK congratulated DC on the work done	
– considered it a marked improvement.	
Inward investment activity	
Mike Price of CM International continued to work on following up contacts. A review of	
the outcomes of the contract would be undertaken and a report presented to the April	
Board meeting, together with options for a future approach.	MP
Events and Exhibitions	
It was noted that the team would be attending Regen 2015 in Liverpool on 24-25	
March. This event was aimed at professionals involved in the regeneration industry and	
business leaders from around the UK. Attendance at others events during the year,	
some sector specific, was being considered. Some events could be attended as part of a	
Marches LEP presence. MP was going to follow up this point with the new LEP MD in	MP
	IVIP
April.	
a) Infrastructure	
c) Infrastructure	
Broadband The control of the theoretical Characteristics from the Characteristics	
The second phase of the ultrafast fibre ducting network (connecting from the Straight	
Mile up Vincent Carey Road to the North Magazine) was being installed.	
Positive feedback had been received from local businesses and members of the EZ	
Stakeholder Group on hugely improved broadband quality following the enablement of	
the BT cabinets on the Estate for superfast broadband through Fastershire.	
Landscaping/site works	
HEC had been asked to plan the next phase of the landscaping works along the Straight	
Mile.	
7. RELATED PROJECTS	
Skylon Court – Small Unit Development Scheme: Use of ERDF	
NW had continued to work with construction consultants in securing approval for a	
number of individual works packages. Work was progressing to timetable and the	
steelwork was being erected.	

S5

Approval had been obtained from the Council for the construction of new business units in a courtyard development on Plot S5 on the South Magazine. HCT Construction Consultants Ltd had been appointed and would commence a procurement process to select a preferred contractor to deliver the proposed design and build construction scheme in April 2015. Discussions were at an advanced stage with one company which would occupy the larger unit (600sqm).

Heritage Project

A consultation workshop event would be taking place on 18 March for interested parties to share their ideas and feedback on the proposals. The HLF bid would be submitted in April.

Fuse House

Following advice received by DCLG, ERDF funding for Fuse House would be explored.

8. ANY OTHER BUSINESS

Finance

The team continued to make business cases to draw down capital investment agreed by the Council under the LEP financial framework.

MP Visit

It was noted that Jesse Norman MP had visited the Zone on 13 February.

Litter pick

TG thanked the Council for arranging the recent litter pick.

Annual accounts 2013/14

It was noted that although Hereford Enterprise Zone Ltd did not trade, there was still a requirement to file (nil) accounts. The Board approved the accounts for the year ended 31 March 2014.

9. DATE OF NEXT MEETING

2.00pm on Tuesday 28 April (subsequently changed to 3.30pm on Tuesday 21 April)