

**HEREFORD ENTERPRISE ZONE  
EXECUTIVE BOARD  
20 OCTOBER 2015**

<b>Present:</b>	<b>In attendance:</b>
Bill Jackson (BJ) Chair	Nick Webster (NW)
Tracey Goodwin (JG)	Dorothy Coleman (DC)
Neil Kerr (NK)	Steve Burgess (SB)
Mark Pearce (MP)	
Councillor Graham Powell (GP)	

	<b>ACTION</b>
<b>1. APOLOGIES FOR ABSENCE</b>	
Glyn Morgan, Geoff Hughes	
<b>2. DECLARATIONS OF INTEREST</b>	
As per Register of Members' Interests.	
<b>3. MINUTES OF MEETING HELD ON 22 SEPTEMBER 2015</b>	
The minutes of the meeting held on 22 September were approved as a correct record subject to the addition of the following to Minute 3 Presentation on Holme Lacy Road Improvement Proposals by Balfour Beatty: "NK suggested a more prominent change of colour on the crossing rather than a change of road height, <b>and also tree planting along the route to enhance the environment.</b> "	
<b>4. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA</b>	
<p><u>Minute 5 - Skylon Sculpture</u> NK reported that he had spoken to an engineer from One Creative Environments Ltd who would be providing further advice on design options.</p> <p><u>Business Rate Valuations</u> MP advised that Peter Robinson had raised issues discussed at the previous meeting with the District Valuers Office was awaiting their advice.</p> <p><u>Opening of Skylon Court</u> It was noted that Jesse Norman MP would be opening Skylon Court at 2.00pm on Friday 6 November, accompanied by Liz Truss, Secretary of State for Environment, Food and Rural Affairs. Board members agreed to arrive at 1.30pm.</p> <p><u>Sustainable Energy project</u> TG reported that a new alternative site was now under consideration and the investor would be meeting with Geoff Hughes on 23 October.</p>	



<p>would be adopted by full Council in March 2016.</p> <p><b>b) Agenda for EZ members board</b> The EZ Members' Board meeting on 3 November would commence with lunch at 1.30pm, a tour of the site at 2.00pm, and meeting at 3.00pm. The Board would be provided with a progress update, and would discuss reporting mechanisms.</p> <p><b>c) Sales issues/plot disposals</b> The Board considered the eligibility of two potential investors and it was confirmed that one was eligible and one did not meet the placement criteria. Advice and support would be offered to the latter via the Economic Development Team.</p>	<b>NW</b>
<b>6. MANAGING DIRECTOR'S REPORT</b>	
<p><b>a) Sales Progress</b> MP updated the Board on progress with sales and issues being faced in relation to some of the sales. Negotiations were continuing with a number of projects with Heads of Terms and site preparations underway.</p> <p><b>b) Marketing</b> <u>Communications and PR</u> Recent PR had included press releases about the team's attendance at DSEI, a series of innovation seminars being organised by Qinetiq and BJ's third Talking Point article on focussing on the A49 in the Hereford Times. BJ's next article would focus on the southern link road.</p> <p><u>Opening of Skylon Court</u> As noted above the formal opening of Skylon Court would take place on 6 November. The Business Solutions Centre would have a soft launch on 12 November and the Hereford Growth Hub (within the Business Solutions Centre) on 17 November with a Business Support showcase event.</p> <p><u>Inward Investment Activity and Events &amp; Exhibitions</u> Mike Price was continuing to follow up contacts made at DSEI. MP would be attending MIPIM UK from 21-23 October.</p> <p><b>c) Infrastructure</b> <u>Broadband</u> MP reported that following a procurement process, he had met with the preferred JV partner. A business plan was being drafted with a view to having an agreed arrangement in place in the new Year subject to Council approval of the plan and the governance arrangements.</p>	

<p><u>Landscaping/site works</u> MP would bring design proposals for the Straight Mile to the December meeting.</p> <p><b>d) Direct Investment</b> <u>Skylon Court</u> It was noted that further interest was being pursued in Blocks A and C.</p> <p><u>Skylon Place (formerly S5)</u> Construction was proceeding with completion expected in December. Advanced negotiations were underway with one tenant for the larger unit, and draft Heads of Terms had been prepared for a potential single occupant of the smaller unit.</p> <p><u>Innovation Centre</u> It was expected that the outcome of the outline bid for ESIF funding would be announced mid-November.</p> <p><b>e) Business Support and Networking</b> <u>Engagement with Qinetiq</u> It was agreed that the first event had been a great success with over 70 in attendance, and very well organised. The second event, on Innovation in Defence Technologies, would take place on 19 November at the Business Solutions Centre, Skylon Court.</p>	<b>MP</b>
<b>7. RELATED PROJECTS</b>	
<p><b>Heritage Project</b> The application to HLF had been successful and the formal offer letter was awaited. The Board congratulated NK for his commitment to the heritage of the site over several years, and also thanked MP, Suzanne Wenczek and Hannah McSherry for their contributions. It was noted that NK would chair the project steering group to oversee the project moving forward, Suzanne would manage the project which would run for a period of 2 years.</p>	
<b>8. ANY OTHER BUSINESS</b>	
<p><b>Potential flooding issue</b> TG reported that he had spoken to Ian Higgs concerning the swale behind the Beck Group building which did not currently connect into any drainage network, and water at its southern end could collect in the field gate and potentially flood out onto Holme Lacy Road. IH had agreed to ascertain from Property Services what progress had been made in addressing this issue and the timescale for completing any outstanding works if required.</p> <p><b>Bloor Homes</b> Now the Core Strategy had been adopted it was expected that Bloor Homes would submit an outline planning application in early 2016 to develop a site to the south of</p>	<b>TG</b>

the Zone.  MP flagged up the start of groundworks at Skylon Central. TG will share experiences with MP.	
<b>9. DATE OF NEXT MEETING</b>	
2.00pm on Tuesday 8 December	