

**HEREFORD ENTERPRISE ZONE
EXECUTIVE BOARD
4 FEBRUARY 2014**

Present:	In attendance:
Bill Jackson (BJ) – Chair	Nick Webster (NW)
Neil Kerr (NK)	Dorothy Coleman (DC)
Tracey Goodwin (JG)	Steve Burgess (SB) – for item 5d
Geoff Hughes (GH)	
Roger Phillips (RP)	
Mark Pearce (MP)	

	ACTION
1. APOLOGIES FOR ABSENCE	
None	
2. DECLARATIONS OF INTEREST	
As per Register of Members' Interests.	
3. MINUTES OF MEETING HELD ON 17 DECEMBER 2013	
Approved as a correct record.	
4. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA	
<p>a) Access Road Referring to comments made at the previous meeting about maintenance along the access road and the Straight Mile, MP confirmed that Integral was now being used for estate management works. Tidying work had already started on the Straight Mile – Board members confirmed that they had noticed the improvements.</p> <p>MP confirmed that he would discuss with the Council's Property Services team and Integral and agree who would take the appropriate action to address and remove private signage along the Straight Mile.</p>	MP
<p>b) Full Board Meeting MP confirmed that a meeting of the Full Board would be arranged for early March, and a letter would be sent to Graham Wynn and the two local authorities seeking confirmation of their nominees.</p>	MP
5. ISSUES FOR DISCUSSION/DECISION	
<p>a) Heritage project NK reported that he and MP had presented the heritage project proposals to the Leader</p>	

<p>and Finance Director of the Council with a view to obtaining support for the project and to the principle of the Council gifting the land value. It had been explained that the costs of basic restoration of the building and low level interpretation were being kept to a minimum and landscaping undertaken as part of an overall programme for the Zone. The response had been supportive provided that it could be shown and tested that there would be no ongoing financial risk to the Council. The next stage would be for the proposal to be presented to Cabinet for approval, and then for a Heritage Lottery Fund bid to be submitted in June.</p>	NW
<p>GH had agreed to identify a Project Manager from within Council resources to work with the Zone in coordinating Council input to the project.</p>	GH
<p>b) Draft EZ Delivery Plan 2014-15 MP presented the first draft of the EZ Delivery Plan 2014-15, and asked for comments to be sent to him. Sections of the document would need to be re-worked with a view to being signed off by the Board at its next meeting, and then presented to the Full Board in March.</p>	MP
<p>Once signed off, this and the Annual Review 2013-14 would be placed on the Zone website.</p>	DC
<p>c) Government's Capital Grant Scheme It was noted that following the disappointing news of the unsuccessful bid for £2.5m to build Fuse House, Graham Wynn had offered to write to request a full explanation as to why the bid had not been supported. It was agreed to accept this offer and to request that the project be placed as first reserve should there be any underspends, letter to be copied in to Jesse Norman MP.</p>	MP
<p>It was agreed that depending on the response to the letter above, to proceed to obtain planning consent so that should there be underspends on the Capital Grant pot, the project would be ready to go. Other ways to take the scheme forward were considered and included partnering with a developer and a bid to the Growing Places Fund.</p>	MP
<p>d) Transport issues SB provided the Board with an update on road infrastructure priorities and costings. A clear technical preference on the A49-A465 road was emerging and it was expected that a preferred route would be determined for the A49-A465 connecting road within the next 8 weeks. A wider business case consultation would then take place. Budget was available to take this project forward to planning permission. SB outlined available funding routes for road infrastructure and it was agreed that if the EZ was able to access or unlock funding for road infrastructure as an economic</p>	

<p>development project then this should be pursued.</p> <p>e) European Funding and LEP Growth Plan</p> <p>NW reported that a lot of work would be done over the next couple of months to finalise the draft LEP Growth Plan, and this would be followed by 9 months of negotiations with Government. Key priorities include</p> <ol style="list-style-type: none"> 1. Investment fund for businesses to borrow against 2. Retention/recycling of HCA land asset values around Telford town centre 3. Resources to tackle youth unemployment <p>The Plan was currently out to consultation until 28 February, and a business conference to discuss it would be held on 28 February.</p> <p>In response to a question by NK about funding for an Innovation Centre, NW confirmed that funding for innovation type projects would be ring-fenced and that each local authority would have its own allocation. It was agreed to submit the proposals for an Innovation Centre and Food Technology Centre to the Business Board for support. This to be done in April.</p>	<p>NK MP/NW</p>
<p>6. MANAGING DIRECTOR'S REPORT</p>	
<p>a) Sales</p> <p>MP reported on progress with each client and recent enquiries. 3 sales had been completed, 2 were in advanced stages of negotiation with exchange of contracts expected within the next few months, and Heads of Terms being discussed on 2 further sales. An updated disposals map was tabled. Recent enquiries were being followed up.</p> <p>With interest in plots on Skylon South on the increase, configuration and installation of services was being progressed with a view to being on site by April.</p> <p>b) Marketing</p> <p><u>Communications and PR</u></p> <p>The Zone's double page spread in the Hereford Times Business Times supplement had received positive feedback and had generated some additional interest.</p> <p>Amy Bould was planning more publicity around the Skylon Court project, the construction of the access road to open up the North Magazine, the Marches Group and Western Power investment. This would be followed through with further publicity at key points as each client progressed.</p>	

that the work would be done in the autumn. The detailed designs and implementation needed to be procured and undertaken by local firms.	MP
7. RELATED PROJECTS	
<u>Skylon Court – Small Unit Development Scheme: Use of ERDF</u> MP advised that Kier Construction, as the next contractor on the Council’s Framework Agreement, would be appointed to do this work. This would need to be completed by December. Indicative rental cost was between £6.50 and £7.50 per sq ft.	
8. ANY OTHER BUSINESS	
<u>Dinedor Heritage Group</u> TG reported that Mairead Lane and Mark Edwards would be attending a meeting on 25 March meeting which would also be attended by representatives of Fownhope and Eaton Bishop Civic Societies. It was agreed that this would provide a good opportunity for an update on the heritage project. MP to attend.	MP
<u>Hereford in Bloom</u> Members discussed options for the location of trees offered by Hereford in Bloom and it was agreed that the best location would be on the land between the south eastern edge of the South Magazine and the access road. MP to advise their contact to work with Geof Tarring, Parks Manager.	MP
<u>Flooding, Clearview Court</u> It was agreed that the EZ would pay for the necessary bund work which would alleviate the flooding issues. TG to provide contractor contact details to MP.	TG
<u>It’s Our County Group Meeting</u> MP, GH and NW had attended an It’s Our County Group meeting on 3 February to provide an update on Council economic development activity and EZ progress. RP confirmed that he provided all Council Members with a monthly update which included work on the Zone.	
9. DATE OF NEXT MEETING	
2.00pm on 4 March	