

**HEREFORD ENTERPRISE ZONE
EXECUTIVE BOARD
16 May 2017**

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

	ACTION
1. APOLOGIES FOR ABSENCE	
None	
2. DECLARATIONS OF INTEREST	
As per Register of Members' Interests.	
3. RESIGNATION	
It was noted that Glyn Morgan had submitted his resignation from the Board. The Chair agreed to thank Glyn on behalf of the Board for his contribution.	
4. MINUTES OF MEETING HELD ON 7 MARCH 2017	
The minutes of the meeting held on 7 March were approved as a correct record.	
5. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA	
<p><u>Chair & Board Recruitment</u> Arrangements for advertising the position of Chair to the Board were confirmed. Members also made a number of suggestions of people with relevant background and experience who should be alerted to that recruitment process. MP/BJ to make contact.</p> <p>Suggestions were also considered for Board membership and would be followed up.</p> <p><u>Treatment of business rates post 2017/18</u> A report has been put together for the Council decision making process proposing an extension to that period of rates relief until March 2020. The LEP network had also been considering making a case to Government to extend the relief period for all the first round EZs. However, the General Election and Purdah had put a halt to that consideration. The report would be progressed for a decision after the Election.</p>	MP/BJ
6. ITEMS FOR DISCUSSION/DECISION	
<p>a) Objectives up to September 2017 Draft objectives for Board Members and Executive Team for the 6 months ending 30</p>	

<p>September 2017 were tabled. This would be further refined for the next meeting. It was noted that further information was being requested by the LEP, and MP would be meeting with the Council's rep on the LEP PRMC to discuss.</p> <p>b) Sales issues/plot disposals</p> <p>MP reported receipt of 6 enquiries since the last meeting. They were jointly seeking over 10 acres. Some of these could potentially be accommodated on Skylon South if and when that land became available for development.</p> <p>MP reported on potential interest for part of Skylon North Magazine, and it was agreed that the majority of Skylon North Magazine continue to be held for a large investor.</p>	MP
7. MANAGING DIRECTOR'S REPORT	
<p>a) Sales Progress</p> <p>MP reported on progress with sales.</p> <p>It was noted that two exchanges of land sale contracts were expected before the end of May and that another could follow in June. These sales all related to the remaining plots on Skylon Central. Ground stripping work was underway prior to raising the ground on plot N20.</p> <p>Erebus was now operational from their new premises and GB Electrical & Building Services and LDP Engineering expected to move in by the end of June.</p> <p>Negotiations on the sales of several other sites were progressing.</p> <p>The importance of keeping all Councillors informed about progress on site was agreed, and it was suggested that they be invited to visit the Zone to see and hear about progress to date. A date in September would be arranged.</p> <p>b) Marketing</p> <p><u>Communications and PR</u></p> <p>BeBold PR had been working on the first of 2 double page spreads to appear in Hereford Times on 25 May as part of their 'We're Backing Herefordshire' campaign.</p> <p>The second spread would appear in the 13 July issue and would focus on the tenants in Skylon Court and Skylon Place, Shell Store Incubation Centre and the Kate Adie event at the Courtyard in September.</p> <p><u>Inward Investment Activity and Events & Exhibitions</u></p> <ul style="list-style-type: none"> • MIPIM 2017 <p>MP had attended MIPIM 2017 from 14-16 March representing the Marches LEP as part of the Midlands Engine exhibition team, and had made some useful contacts which were being followed up.</p>	

BJ would be attending MIPIM UK in October in a private capacity and would be promoting the EZ as part of that.

The EZ would continue to be involved in arrangements for MIPIM 2018.

GH, NW and MP had met Colin Clinton from DiT and shown him around Hereford explaining the Economic Vision and opportunities for investment in and around the city centre. An understanding of the county's aspirations in relation to education, housing, employment and transport would show that the county had a credible coherent offer which would lead to prioritisation by DiT.

- Return Maryland visit to the UK

The return Maryland visit to the UK would be taking place from 6-9 June 2017, and would include attendance at Infosec 2017 and a Cyber Security event at Qinetiq. The HEZ was playing a full role in that.

- DSEI 2017

A stand had been booked for this event from 12-15 September at ExCel London.

- Economic Vision

DH informed the Board of an event being planned for 23 June at Eastnor Castle to launch the Economic Vision for the county.

c) Infrastructure

Broadband

The first of the regular meetings with ITS to review the implementation of ultrafast broadband services on the estate took place on 21 March. A further meeting with the Chief Executive of ITS was due to take place the following week.

Greenway Cycleway Lighting

Work on this project had been completed.

It was agreed that further work was required in identifying, promoting and signposting a cycle route from the city centre/railway station to Rotherwas. This would be particularly important when the University was up and running. Although work had been done on the Rotherwas side of the bridge, there was clearly a need to improve the route on the city side.

It was noted that Ben Boswell, the Council's Energy & Environmental Management Team Leader would be attending the next meeting of the EZ Stakeholder Group in June and that this issue would be raised.

Straight Mile Cycleway/Walkway

Design details were expected to be finalised in June. It was hoped that work could start

<p>on this project later this year.</p> <p>d) Business Support and Networking The next innovation and networking event was being put together by Qinetiq.</p> <p>A future networking event would be on the subject of agri-tech, involving the University of Aberystwyth explaining the scope of their new £40m facilities coming on stream in 2019.</p> <p>Ongoing issues with car parking for events put on at the Business Solutions Centre were noted. The BSC team were encouraging attendees to park at the overflow car park.</p> <p>e) Direct developments <u>Shell Store: Incubation and Development Application Centre</u> Discussions were continuing with the LEP as to how this project could access LEP resources to complete the funding package be funded in order to progress. Once funding decisions were known, the procurement process for the contractor would begin. It was hoped that this process would be completed by October 2017 for a start on site soon after.</p> <p><u>Centre for Cyber Security</u> It was reported that a project team had been assembled by the University of Wolverhampton, and monthly meetings arranged, the first of which took place on 3 May. The next on 1 June, would take place in Hereford and would include a site visit.</p> <p>The University was considering the best means of completing the funding package.</p>	
<p>8. RELATED PROJECTS</p>	
<p><u>Skylon Tower</u> The Board was delighted to note that the planning application for the Skylon Tower had been approved unanimously and a 3-year permission granted.</p>	
<p>9. ANY OTHER BUSINESS</p>	
<p><u>Rotherwas ROF event</u> NK reported on the showcase event planned for 5 September at the Courtyard theatre with guest speaker Kate Adie. The event would include a reception for guests.</p> <p>It was hoped that the Shell Store would be able to accommodate a mini museum including touch table to provide information on the findings of the project.</p>	
<p>10. DATE OF NEXT MEETING</p>	
<p>2.00pm on 4 July at the Rural Enterprise Centre</p>	