

**HEREFORD ENTERPRISE ZONE
EXECUTIVE BOARD
4 July 2017**

Present:	In attendance:
Bill Jackson (BJ) Chair	Dorothy Coleman (DC)
Tracey Goodwin (TG)	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. MINUTES OF MEETING HELD ON 16 MAY 2017	
The minutes of the meeting held on 16 May were approved as a correct record.	
4. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA	
None.	
5. ITEMS FOR DISCUSSION/DECISION	
<p>a) Chair and Board recruitment</p> <p>MP reported that he had had initial informal discussions with some potential Chair candidates, with interest having been raised via networking and through the advert in the Hereford Times.</p> <p>The selection process was discussed and agreed, and there was an expectation that an appointment could be made in August.</p> <p>It was suggested that it may also be possible to recruit a new Vice-Chair from interested candidates.</p> <p>Suggestions for Board members were also considered.</p> <p>b) Treatment of business rates post 2017/18</p> <p>MP reminded the Board that the business rates relief period for investors occupying new premises on the Zone expired on 31 March 2018. Uncertainty about future relief was resulting in some investors' reluctance to commit until further clarity was achieved.</p>	MP/BJ

<p>It was agreed that the issue be raised again through the LEP network, and that BJ writes to Jesse Norman MP to outline the impact of this issue to potential investors and to seek his support to the extension of the relief period nationally.</p>	<p>BJ</p>
<p>Also as previously agreed, a business case would be made and report progressed through the Council's decision making process for local business rate relief until 2020.</p>	<p>MP</p>
<p>c) Objectives up to September 2017 MP reported that no further comments had been received on the previously circulated objectives for the Executive Board members and team, and that the final version would be circulated.</p>	<p>MP</p>
<p>MP thanked NK for his suggested format for the 'progress against target table'. A few minor amendments were to be made and the revised version would be brought back to the next meeting.</p>	<p>MP</p>
<p>d) Invest Herefordshire DH reported on the successful Invest Herefordshire event held on 23 June at Eastnor Castle. The Economic Vision for the county had been launched, with major projects highlighted such as the Enterprise Zone and University, and other economic aspirations highlighted, in a bid to drive them forward. 7 potential Board Members had been identified, with Doug Barratt as Chair, and the aim was to base it on the EZ model. The next step was to bring the Group together to agree methods of working and early priorities.</p>	
<p>A number of people attending the event had offered to serve as ambassadors of the county and to host potential investors visiting the county.</p>	
<p>The advantage of having a Local Development Order to streamline and expedite the planning process, and at no cost to investors, was noted. It was suggested that this could be replicated for other major projects, and that the Council and IH Board consider this, as appropriate.</p>	
<p>e) Stakeholder Group MP provided the Board with an update on discussions held with the Stakeholder Group.</p>	
<p>f) Sales issues/plot disposals MP reported that a number of enquirers were awaiting the outcome of discussions on the extension of business rate relief, and others the release of further land on the EZ.</p>	
<p>7. MANAGING DIRECTOR'S REPORT</p>	
<p>a) Sales Progress MP updated the Board on progress with sales. The client timelines table was circulated.</p>	

GB Electrical & Building Services, and LDP Engineering were almost ready to occupy their new buildings. KGD were ahead of schedule.

The Environment Agency approval for the re-use of the material from the South Magazine and North Magazine for ground raising on other sites would enable a number of sales to progress. It was expected that work would be starting on 4 sites within the next 6 months.

b) Marketing

Communications and PR

The Zone was participating in the Hereford Times 'We're Backing Herefordshire' campaign and would be submitting a second double page spread to feature in the 13 July edition. This would include the tenants of Skylon Court and Skylon Place, a large feature on KGD, and an advertisement for the North Magazine.

New material would also be uploaded onto the website over the next couple of months.

Inward Investment Activity and Events & Exhibitions

- MIPIM 2018

Work was proceeding in advance of the MIPIM 2018 event. The Council could use this opportunity to promote opportunities to invest in the major vision projects highlighted in the Invest Herefordshire presentation.

- Return Maryland visit to the UK

The US visitors had attended the Infosec event in London and a cyber security business to business event at Qinetiq, Malvern. A number of useful contacts had been made at the events with some businesses interested in the prospect of occupying space in the University of Wolverhampton's cyber security centre on the South Magazine, once built.

- DSEI 2017

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

c) Infrastructure

Broadband

ITS were following up sales interests with their broadband offer.

Straight Mile Cycleway/Walkway

Design details were yet to be finalised. It was hoped that work could start on this project later this year.

Transport (other)

The transportation team were submitting a bid for up to £5m over 3 years to embed the new university into the city, and connecting it with the Zone through enhancements to cycleways/walkways and signage etc. The EZ team expected to be involved in developing

<p>projects should the bid be successful.</p> <p><u>North Magazine Spoil Heap</u></p> <p>MP would be meeting with the Environment Agency on 13 July to discuss the methodology for moving the bund material to elsewhere on site. This would result in a good deal of material movement over the next few months.</p> <p>He thanked GH for his support in achieving EA sign off.</p> <p>d) Business Support and Networking</p> <p>The next innovation and networking event was planned for 20 July and be on the subject of agri-tech, involving the University of Aberystwyth explaining the scope of their new £40m Innovation and Enterprise Campus coming on stream in 2019.</p> <p>e) Direct developments</p> <p><u>Shell Store: Incubation and Development Application Centre</u></p> <p>NW confirmed that a loan had been approved by the LEP Executive and that terms were to be agreed. Subject to Council agreement of the final element of the funding package, the project would proceed and timescales revised.</p> <p>The Board thanked NW, BJ and MP for their efforts in securing this funding.</p> <p><u>Centre for Cyber Security</u></p> <p>The University of Wolverhampton was continuing to put the funding package for the centre together, and considering land purchase options.</p> <p>Operating scoping plans were being discussed with Qinetiq, which would include computer requirements.</p> <p>The build plans would be shared with the Board when they had been finalised.</p> <p>f) Future land availability/readiness</p> <p><u>Skylon South</u></p> <p>Discussions were underway between the EZ, the Council, Goodwin Trust and Bloor Homes around the infrastructure required to make the land at Skylon South development ready, the quantum of employment land, housing and ownership.</p> <p>Options and costs were under consideration with a major consideration being the building of a new roundabout on the access road to open up the land.</p>	
<p>8. RELATED PROJECTS</p>	
<p><u>Skylon Tower</u></p> <p>NK reported that engineering design work was underway, and that he had been talking to a mast engineering company. Once the designs had been confirmed, the work would go</p>	

out to tender.	
9. ANY OTHER BUSINESS	
<p><u>LEP Board tour of EZ</u> BJ suggested inviting the LEP Board to the EZ for a tour of the Zone later in the year. A couple of possible dates were suggested, details to be further considered.</p> <p><u>Councillors' update</u> A date for a Councillors' update and tour of the Zone was being sought.</p> <p><u>Rotherwas ROF event</u> NK reminded members that they were invited to attend the Kate Adie talk at the Courtyard on 5 September</p>	MP
10. DATE OF NEXT MEETING	
2.00pm on 6 September at the Rural Enterprise Centre	