

**HEREFORD ENTERPRISE ZONE
EXECUTIVE BOARD
30 April 2018**

Present:	In attendance:
Andrew Manning Cox (AMC) Chair	Dorothy Coleman (DC)
Tracey Goodwin (TG)	
David Harlow (DH)	
Geoff Hughes (GH)	
Charles Ingleby (CI)	
Neil Kerr (NK)	
Mark Pearce (MP)	

	ACTION
1. APOLOGIES FOR ABSENCE	
Sharon Smith	
2. DECLARATIONS AND REGISTER OF INTEREST	
A draft Register of Members' Interests form was tabled and comments were noted. Any further comments to be submitted to DC.	ALL
3. MINUTES OF MEETING HELD ON 5 MARCH 2018	
The minutes of the meeting held on 5 March were approved as a correct record and signed by the Chair, subject to an amendment to minute 7h) Skylon Tower.	
4. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA	
<p>a) Corporate Governance training Item to be carried forward.</p> <p>b) Additional Board members Item to be carried forward.</p> <p>c) Development proposal The Board's comments had been conveyed to the potential investor. TG would report back any further developments to the next meeting.</p> <p>d) PR Strategy The PR Strategy would be finalised following discussions at the Board Away Day.</p> <p>e) EZ Delivery Plan The EZ Delivery Plan would be finalised following discussions at the Board Away Day.</p> <p>f) EZ Capital Interventions The next phase of EZ capital interventions were going through the Council's decision</p>	<p>DC</p> <p>TG</p>

<p>making process.</p> <p>g) Hereford Transport Package (HTP) – Hereford Bypass Consultation The Board’s comments of support had been submitted. GH reported that over 4,000 responses had been received, and the preferred route would be chosen by cabinet in June and that would be followed by further consultation.</p> <p>h) Signage Strategy was being developed to inform future signage. NK would be giving a presentation at the EZ Stakeholder Group meeting on 23 May.</p> <p>i) Hereford Civic Society NK reported that his presentation to the Civic Society had been well received. It was suggested that the Society be asked to include an article on EZ progress in a future edition of their magazine.</p> <p>j) Friends of Rotherwas TG reported that the inaugural meeting had been attended by over 40 people with an interest in Rotherwas heritage. The next meeting was scheduled for 3 May.</p>	<p>NK</p> <p>NK</p>
<p>5. CHAIR’S REPORT</p>	
<p>AMC presented his report as follows:</p> <p>a) Meetings He had met with John Wilson, Editor of Hereford Times. A tour of the site was to be arranged.</p> <p>Meetings had also taken place with Janusz Kozinski (NMITE), Tracey and Jonathan Godwin, and Jesse Norman MP. Jesse Norman was keen to introduce the EZ to major players e.g. Rolls Royce and HS2. AMC and MP would follow this up.</p> <p>AMC, CI and MP would be meeting with Adrian Bradshaw on 15 June.</p> <p>A meeting was to be arranged with Bill Wiggin MP and Alastair Neill.</p> <p>b) Herefordshire Business Board It was noted that MP would be attending as the EZ Board representative, with AMC attending once a year.</p>	<p>MP</p> <p>AMC/MP</p> <p>DC</p>
<p>6. ITEMS FOR DISCUSSION</p>	
<p>a) Skylon South TG left the meeting for this item. It was confirmed that the Goodwin Trust intended to develop out Skylon South and let the units.</p>	

<p>As an important gateway site, the Board would want to see this built out in a manner that reflected the Zone's aspirations and design guidelines.</p> <p>MP would meet separately with TG to discuss the inclusion of this site under the refreshed LDO.</p> <p>b) Sales enquiries</p> <p><u>Investor interest A</u></p> <p>The full asking price had been offered for the land and it was agreed that assistance be provided to secure planning consent for a new access to the site.</p> <p><u>Investor interest B</u></p> <p>This interest was being progressed and the investor was creating a masterplan for the site which would be shared with the Board.</p> <p><u>Investor interest C</u></p> <p>A D&S company was interested in purchasing land on the North Magazine. The company would be asked to complete an Initial Enquiry form.</p> <p><u>NMITE</u></p> <p>The University was keen to progress the purchase of land on the EZ. MP would be meeting with the University's property lead later that week and would discuss this interest further.</p> <p><u>Chapel Road Sales</u></p> <p>Two sales were proceeding and a third site would be advertised on the open market once Council's approval had been secured.</p> <p>c) Straight Mile project</p> <p>MP reported that this project, creating a new cycleway/walkway along the southern side of the Straight Mile, made it preferable to relocate the monuments commemorating three generations of Rotherwas women. A suggested alternative location would be outside the Shell Store. It was agreed that confirmation was first needed as to whether there would be any clawback of the funding used for the project if the structures were moved. It was also essential that the local member, parish councils and Stakeholder Group be consulted before any attempt is made to move them.</p>	<p>MP/TG</p> <p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p>
<p>7. MANAGING DIRECTOR'S REPORT</p>	
<p>The Managing Director's report was received and noted. MP drew particular attention to the following:</p> <p>7.1 Sales Progress</p> <p>Progress on sales activity was noted. 37 acres had been sold, committed or directly developed, with a further 26 acres under negotiation.</p>	

<p>7.2 Inward Investment Activity and Events & Exhibitions</p> <ul style="list-style-type: none"> • 3 CDSE – 31 May <p>Some Board members would be attending this event at the Three Counties Showground in Malvern. MP would be giving AMC details of some of these businesses with a view to meeting them at the event.</p> <ul style="list-style-type: none"> • Cyber: Midlands Partnership working with Maryland <p>This initiative was continuing with EZ support. Cyber businesses from the US would be attending Infosec 2018 in London from 5-7 June.</p> <p>7.3 Infrastructure</p> <ul style="list-style-type: none"> • Travel Planning <p>It was noted that the annual travel survey was being conducted. A refreshed site-wide Travel Plan would be brought to the next Board meeting for consideration and approval.</p> <p>7.5 Direct investment</p> <ul style="list-style-type: none"> • Shell Store: Incubation and Development Application Centre <p>A meeting would be taking place with Shropshire Council lawyers on 1 May to try to progress and conclude discussion on the loan agreement. MP agreed to let the Board know the outcome of the discussions. Current timescales saw the tender process beginning in June and concluding in November, with a start on site in January 2019 and facilities being up and running by March 2020.</p> <ul style="list-style-type: none"> • Centre for Cyber Security <p>The University of Wolverhampton was finalising its own contribution to complete the funding package for this project. Subject to this, and negotiations on a jv between the University and the Council, the University was hoping to start on site late this year with completion in March 2020.</p> <ul style="list-style-type: none"> • Direct developments <p>Initial feasibility works were being commissioned to establish designs, cost estimates which would then enable a development appraisal to calculate the rate of return to the Council for two potential projects. Two routes of delivery had been identified with potential starts on site in either October 2018 or January 2019.</p> <p>7.6 Future land availability/readiness</p> <ul style="list-style-type: none"> • Skylon South <p>Discussed under item 6a).</p> <p>7.7 Finance</p> <p>It was noted that the Council had instigated an internal EZ Capital Works Programme Board to aid coordination of Council support to and oversight of spend at the EZ. The intention was to meet monthly to feed into Council reporting and review processes.</p>	MP
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<p>7.8 Other projects</p> <ul style="list-style-type: none"> • Skylon Tower <p>NK reported that he now had two pieces of structural design, one for a 46m tower, and a second for a 25m tower. He would now seek costings for both and was continuing to source the funds to build it.</p> <ul style="list-style-type: none"> • Artwork <p>It was suggested that a piece of art be commissioned for the Straight Mile (not publicly funded), or an empty plinth which could be used on a rotating basis by local artists. To be discussed further at a future meeting.</p>	
8. ANY OTHER BUSINESS	
<p>8a) Investor enquiry</p> <p>The Board considered an enquiry which had been received by TG for locating a distribution company on Skylon South. The Board concluded that it would not meet the Zone's Placement Strategy, and it was agreed that the company be referred to the Council's Economic Development Team to try to identify an alternative location.</p> <p>8b) Railway link to Rotherwas</p> <p>NK had been contacted by Tony Priddle, a member of the Hereford Civic Society, who had asked about the possibility of a railway halt on the Zone. The Board recalled a study undertaken several years previously which had concluded that a rail link would not be financially viable due to the ongoing revenue commitment to subsidise each trip. It was agreed that Mr Priddle be referred to Steve Burgess, the Council's Head of Transport and Access Services.</p>	<p style="text-align: center;">NW</p> <p style="text-align: center;">GH</p>
11. DATES OF FUTURE MEETINGS	
2.00pm on Monday 2 July at the Business Solution Centre	

Signed.....

Date2 July 2018.....