

**HEREFORD ENTERPRISE ZONE
EXECUTIVE BOARD
17 October 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. MINUTES OF MEETING HELD ON 6 SEPTEMBER 2017	
The minutes of the meeting held on 6 September were approved as a correct record.	
4. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA	
<p>a) Treatment of business rates post 2017/18 GH reported that a potential solution had been found which would enable the Council to offer business rates relief to a limited number of businesses locating on the Enterprise Zone, funded from the pot of retained business rates generated by the Zone. A report was being drafted for consideration by the Cabinet Member Finance, Housing and ICT on 26 October.</p> <p>b) Council freehold disposals of Rotherwas properties GH reported that LSH Auctions had been appointed as the selling agent of the freeholds of Rotherwas properties. It was intended that the first 3 lots comprising 7 or 8 leases would be entered in their auction on Monday 11 December 2017. The tenants had been notified and 3 had expressed an interest in purchasing.</p> <p>Once these were sold, the Cabinet Member for Contracts and Assets would take the decision on whether to use the results to set the price as the market rate or go to auction for the remaining leaseholds.</p>	
5. ITEMS FOR DISCUSSION/DECISION	
<p>a) EZ Board and Team Goals: 6 months to end of March 2018 MP reported that he had updated and circulated the Board and Team goals for the 6 months to end of March 2018. These were agreed and approved by the Board.</p>	

<p>It was noted that these would need to be refreshed in the light of new director appointments.</p> <p>b) Sales issues/plot disposals</p> <p>MP advised the Board of recent interest. The team were continuing to receive enquiries from companies requiring good quality large units to rent. There was none currently available on the Council's Property Register. Options for providing such space on the Zone were discussed. MP would meet with DH to discuss further.</p> <p>Interest in developing sites on Chapel Road was discussed and agreed that MP talk to Property Services about possible ways forward.</p>	<p>MP</p> <p>MP / DH</p> <p>MP</p>
<p>6. MANAGING DIRECTOR'S REPORT</p>	
<p>a) Sales Progress</p> <p>MP reported that work on the Active Rehab site was due to start on 18 October, and the Melcon site on 30 October.</p> <p>Worked continued to progress ahead of schedule on the KGD site, with one building already erected and the steels erected for the large factory unit.</p> <p>Two other companies had put their investments on hold pending confirmation of the business rates relief position.</p> <p>b) Marketing</p> <p><u>Communications and PR</u></p> <p>Jesse Norman MP had officially opened GB Electrical & Building Services' new facility on Friday 8 September, and had followed this up with very positive comments about the Zone in his Talking Point article in the Hereford Times.</p> <p>16 councillors had attended an EZ briefing and tour on Friday 29 September. They met with Ken Davies at his existing premises followed by a visit to his new development on Skylon South Magazine. This was followed by a visit to the GB Electrical and Building Services' new site. A letter of thanks had been received from the Chairman of the Council.</p> <p>LEP Board members would be touring the site after this meeting.</p> <p><u>Inward Investment Activity and Events & Exhibitions</u></p> <ul style="list-style-type: none"> • MIPIM 2018 <p>Work was proceeding in advance of the 2018 event. All 3 constituent local authority partners in the LEP had pledged resources. Given the collective interest, the EZ could take more of a back seat in the planning. NW was now representing the Marches LEP in the preparatory work for this.</p>	

<ul style="list-style-type: none"> • Cyber: Partnership working with Maryland It was noted that MP had been part of the Midlands Engine deputation to Maryland from 9-13 October. This was following up one of the priority activities following the signing of the Memorandum of Understanding with the State of Maryland in June this year. • DSEI 2017 BJ, MP and DC had attended this event from 12 – 15 September at the ExCel London and were following up the contacts made. <p>c) Infrastructure</p> <p><u>Broadband</u> It was noted that ITS continued to follow up sales interests.</p> <p><u>Straight Mile Cycleway/Walkway</u> Detailed designs were still being finalised. It was anticipated that work could start on this project by January 2018.</p> <p><u>Transport (other)</u> MP reported that following a successful bid for DoT funding, the Council were now providing Rotherwas Travel Plan support for the EZ and would be integrating these priorities into the wider Council offer.</p> <p><u>North Magazine Spoil Heap</u> The intention was to commission BBLP to proceed with the works with a likely start some time in the New Year.</p> <p>d) Business Support and Networking Arrangements were being made for the next networking event on 15 November at the Business Solutions Centre. The event would be aimed at helping companies to identify their innovative abilities and how to exploit that capability. DC to send details to NK.</p> <p>Suggestions for future events would be welcomed.</p> <p>e) Direct developments</p> <p><u>Shell Store: Incubation and Development Application Centre</u> All funding was now in place in principle. The funding agreement from Shropshire Council on behalf of the LEP was expected by 18 October, and was needed to meet the DCLG deadline for their ERDF contribution. Once all contracts had been finalised, the design team would be mobilised and the procurement process for the contractor could begin, with a view to confirming that appointment early in the New Year.</p> <p>NK reported that he had been asked to speak at the First World War Commemoration Committee meeting on 17 November.</p>	DC
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<p><u>Centre for Cyber Security</u></p> <p>The University of Wolverhampton would be discussing land deal options with the Council and EZ. Representatives of the University's cyber faculty had accompanied the deputation to Maryland to follow up academic and training links for the future. It was anticipated that work would start on site in early Spring 2018 with a view to opening the facility in summer 2019.</p> <p>f) Future land availability/readiness</p> <p><u>Skylon South</u></p> <p>The EZ had prepared a masterplan for this area, utilising the fullest extent for employment. Costings of the necessary infrastructure had been shared with all partners in July. The proposed approach would involve investment by the Council in infrastructure (including the new roundabout off the access road) in exchange for ownership of employment land. MP was seeking to catalyse decision making on this as new client interest continued to be received.</p>	
7. RELATED PROJECTS	
<p><u>Skylon Tower</u></p> <p>NK would be meeting with the mechanical design team on 18 October to progress the designs, and continued to seek private funding for the project.</p>	NK
8. ANY OTHER BUSINESS	
<p><u>New director appointments</u></p> <p>MP reported director appointments and reappointments, and Chair and Vice Chair nominations would be considered at the meeting of the EZ Members' Board which would take place that afternoon.</p>	
9. DATE OF NEXT MEETING	
2.00pm on 5 December at the Rural Enterprise Centre	