

**HEREFORD ENTERPRISE ZONE  
EXECUTIVE BOARD  
17 DECEMBER 2013**

<b>Present:</b>	<b>In attendance:</b>
Bill Jackson (BJ) – Chair	Nick Webster (NW)
Neil Kerr (NK)	Dorothy Coleman (DC)
Tracey Goodwin (JG)	Richard Ball (RB) – for item 5a
Geoff Hughes (GH)	
Roger Phillips (RP)	
Mark Pearce (MP)	

	<b>ACTION</b>
<b>1. APOLOGIES FOR ABSENCE</b>	
None	
<b>2. DECLARATIONS OF INTEREST</b>	
As per Register of Members' Interests.	
<b>3. MINUTES OF MEETING HELD ON 1 OCTOBER 2013</b>	
Approved as a correct record.	
<b>4. MATTERS ARISING NOT ELSEWHERE ON THE AGENDA</b>	
<u>Minute 5 Transport Issues – LDF Phasing Study</u> GH reported that he and MP would be meeting with Tim Harbot, HA Regional Director in February.	
<b>5. ISSUES FOR DISCUSSION/DECISION</b>	
<p><b>a) Transport issues</b></p> <p>Richard Ball, (Assistant Director, Place Based Commissioning) gave a presentation on the Council's strategic approach to transport planning which provided the context of all the various strands of work going forward and how the EZ fitted within that. Copy circulated with the minutes. The Board noted the presentation, particularly the programme of work underway and proposed, and the timing of that. MP to provide detailed feedback to Richard Ball and Steve Burgess and a final draft would be re-presented at the next Board meeting.</p> <p>GH stated that a point raised at the previous meeting concerning improvements to the A49 south should be included in Marches Growth Plan, as a reduction in journey time to the M50 would help businesses to access new markets. No modelling work had yet been done to support that.</p>	<b>MP</b>



<p>Business Supplement on 16 January primarily advertising land for sale and units to rent in Skylon Court. TG suggested that this should include alternative sources of advice for ineligible businesses. NK asked to see the draft. BJ agreed to speak to the editor of the Hereford Times to request editorial support.</p> <p>MP agreed to issue a statement, to be updated regularly, relating to sales, jobs etc. to present a unified message for Board Members to use.</p> <p><u>Website and Twitter activity</u> Recent website activity was noted. The team was commissioning a local company to refresh the website.</p> <p><u>Inward Investment Activity</u> CMI were continuing to work through the priority tranches of businesses.</p> <p>BJ had requested support from the LEP towards funding the post of Director of Client Relationships. MP would pursue further once the work on the SEP had been completed.</p> <p><b>c) Infrastructure</b> <u>Site Works</u> Connect 2 Cycleway was now officially open. TG raised a safety issue which NW agreed to follow up.</p> <p>Work on the construction of the Access Road into the North Magazine would commence in January.</p> <p><u>Broadband</u> MP was continuing to work with GreySky and Fastershire to flesh out options agreed at the last Board meeting for the provision of Superfast Broadband to Rotherwas and the Enterprise Zone. A report would be brought to the next Board meeting.</p> <p><b>d) Forward Objectives January – June 2014</b> MP presented a draft set of objectives for the next 6 months. These were supported. MP asked for any detailed comments to be submitted to him as soon as possible.</p>	<p><b>MP</b> <b>BJ</b></p> <p><b>MP</b></p> <p><b>MP</b></p> <p><b>NW</b></p> <p><b>MP</b></p>
<p><b>7. RELATED PROJECTS</b></p>	
<p><u>Skylon Court – Small Unit Development Scheme: Use of ERDF</u> It was expected that the Council’s input into this scheme to match the ERDF funding would be confirmed by the Leader at a meeting on 19 December. The draft ERDF contract had been received and the construction would need to be completed by the end of 2014 to enable the full grant funding to be claimed. Work would start on site in April.</p>	

