

MINUTES			
Title:	Cornwall and Isles of Scilly Local Enterprise Partnership Enterprise Zone (EZ) Board		
Date:	Thursday 22 October 2020		
Time:	14:00 – 17:00		
Venue:	Microsoft Teams		
Membership	Represented by	Attendees	Organisation
C&IoS LEP	Steve Jermy (SJ) Chair Mark Duddridge (MD)	Miles Carden (MC) (part) Matt Hodson (MH) Mike King (MK) Gail Eastaugh (GE) Matthew Vowels (MV) – <i>joined 15:22</i> Iain Mackelworth (IM) Jordan Whaley (JW) Piran Trezise (PT) Mike Spicer (MS) Clare Connaughton (minute taker)	Spaceport CDC CDC CDC CDC CC CC GES A&P CC
Cornwall Council	Glenn Caplin (GC)		
Goonhilly Earth Station Limited	Ian Jones (IJ)		
A&P	Drystan Jones (DJ)		

AGENDA ITEM & NOTES	ACTION
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1.	Welcomes and Introductions	
1.1	Introductions were made.	
2.	Apologies for Absence	
2.1	Matt Hodson, Stacey Sleeman, Nicola Lloyd, and Josie Gough.	
3.	Housekeeping	
3a	a) Conflict of Interest declaration	
3a.1	There was no conflict of interest declared.	
3b	b) Approval of Minutes from the last meeting	
3b.1	The previous minutes were agreed as a true and accurate record.	
3c	c) Action Summary	
3c.1	The action summary was reviewed and updated (as below).	
4	South Side CAN Infrastructure Update	
4.1	Demolition has started on site with Gilpin as the contractor; funding is a combination of a Homes England loan, and Growth Deal Funding. Getting Building funding has been secured for a new Hanger facility. Further development has been planned. The local supply chain opportunities were noted.	
5	Spaceport Update	
5.1	Phase 1 infrastructure has moved to delivery phase, procurement has started for the £1 million runway works due to commence in January 2021. The demolition on the South Side of the airport will commence shortly, which will support the Spaceport programme too.	
5.2	Dave Pollard, Education and Outreach Manager has been commissioned to deliver Spaceport Cornwall to schools in Cornwall and Isles of Scilly.	
5.3	The Programme is on target to launch in 2022. The major risk to the Programme is funding from Central Government as Covid-19 grants have been the priority for funding. In addition, the Airport's viability	

5.4	<p>has been impacted by Covid and the negative economic effects of the pandemic with the travel sector. There are still possible sources of funding for Spaceport and CAN, such as Shared Prosperity Fund.</p> <p>Spaceport is recognised by Central Government as part of Cornwall's recovery plan and MC has responded to the Government's funding consultation documents to ensure the Spaceport Programme is secure.</p>	
6 6.1	<p>6 Business Plan & Rates Model</p> <p>The Business Plan will now be presented to CDT in November 2020; an updated draft will be circulated after the meeting. IM will complete the paper within the next few weeks. CDT have arranged to visit Falmouth Docks.</p>	
7 7a.1 7b.1 7b.2	<p>7 Aerospace EZ Site Updates</p> <p>a) Aerohub Land-side - plot 14 is on the market again but has had some interest, plot 11 lease is moving along. MV is working on a deal for 6 industrial units and 2 office suites. There are 2 offices and 1 industrial unit remaining. An update on Sector 3 demand survey will be presented at the next meeting.</p> <p>b) Goonhilly – Goonhilly 6 antenna to be tested before it goes into operation phase next year. Near Space customer contracts done for new antenna service, focus on global deep space network overseas with Australia and USA, in collaboration with UKSA. Working on a business case for 'Getting Building' funding for Space AI and a project with the NHS and Falmouth University on satellite communications.</p> <p>IJ attended a meeting at Downing Street with the Space Agency regarding deep space rollout programme. A spending review to be submitted alongside partners, Artemis and NASA.</p>	

8	Marine EZ Site Updates	
8a.1	<p>a) Context</p> <ol style="list-style-type: none"> I. Wave Hub sale – Progressing, KPMG is the commissioned agent for the sale, phase 2 of the sale involves bids by Christmas 2020. II. Floating Offshore Wind RD&I Support Bids – ERDF PA4 <i>Cornwall FLOW Accelerator</i> bid, valued at £6.4M, will be submitted shortly ; Strength in Places Fund South West FLOW Accelerator bid, valued at £64 million will be submitted by end-Nov. III. Freeports – JW shared a link to the Government response to their Consultation. The LEP have commissioned a specialist to undertake a scoping and feasibility study to review the potential of a freeport. There is a strong link to FLOW and EZs. It was suggested to join other South West agencies to consider a regional bid. 	
8b.1	<p>b) Falmouth Docks – DJ presented PowerPoint presentation on the Cornwall Marine EZs. Links with Goonhilly and other partners where crossovers occur. DJ and PT to discuss Strength in Places Funding offline.</p> <p><i>IJ left the meeting at 15:01.</i></p>	DJ & PT
8c.1	<p>c) Hayle – There are some EZ rateable property within the private sector led development on North Quay which will be a revenue source for EZ Growth Fund, when completed. Hayle MRBP has 100% occupation, Phase 2 is progressing, Planning permission has been granted and the tender for a main construction contractor will be issued next month.</p> <p><i>MV joined 15:22.</i></p>	
8d.1	<p>d) Tolvaddon – A project has been held up by issues with WPD, zones 2&3 still free but interest received, zone 4 lease progressing.</p>	

<p>9</p> <p>9a</p> <p>9a.1</p> <p>9b</p> <p>9b.1</p> <p>9c</p> <p>9c.1</p>	<p>Rate Relief and EZ Growth Fund</p> <p>a) Rate Relief Renewals and Rate Relief Approvals</p> <p>There were no rate relief renewals or approvals for this period. It was noted applications and renewals for the next financial year, need be in by January 2021, ready for Board assessment in February 2021.</p> <p>b) EZ Growth Fund update & applications –</p> <p>Greenwall – Plan to use the grant to move to Sector 2, projection of 10 jobs over the next 3 years. After discussion the Board agreed to defer the decision to written procedure to allow more time for further information.</p> <p>Bennamann – The grant is to cover business rates at Sector 2 for the next 4 years. Recommendation – Approved with conditions are noted within the report.</p> <p>c) EZ Covid-19 sub board</p> <p>GC-G thanked Board members for agreeing to divert funds to assist support to business sector, which in turn assisted numerous small businesses during Covid-19 lockdown. Amount remaining is £102K.</p>	
<p>10</p> <p>10.1</p>	<p>Performance Data</p> <p>Q1 Data Report was submitted on 21 August 2020; Q2 Data Report is due on 20 November 2020. Hopefully more businesses will be able to provide data as the option to move the form online is being considered.</p>	
<p>11</p> <p>11a.1</p> <p>11b.1</p>	<p>Investment Pipeline and Opportunities</p> <p>a) Pipeline Opportunities</p> <p>There is a good pipeline for Sector 2, which is running out of space. The Investment Report was circulated with the meeting papers.</p> <p>b) Marketing Update</p> <p>MK to send the evidence of marketing to JW; CDC in touch with DIT regarding Freeport and FLOW opportunities.</p>	<p>MK</p>
<p>12</p>	<p>Risk Register and Report</p>	

12.1	The risk register was sent with the meeting papers.	
13	Any Other Business	
13.1	Bennamann Ltd is exploring a new technology involving the storage of liquid air, and EGS is looking into possible funding sources for feasibility work for this new venture. IM has suggested to Bennamann to bid for EZ Growth Funding and / or Strength in Places funding. There is also a link with CAN EZ and solar farm power.	
13.2	The meeting concluded at 16:09.	
14	Date of next EZ Board Meeting:	
14.1	Thursday 10 December 2020 @ 14:00, Grenville / Teams.	

Appendix 1: Action Tracker

C & IoS LEP EZ Board

Action Tracker 22/10/2020

Ref & Date	Action	Owner	Status			Notes
			Complete	Ongoing	Not Complete	
22/10 8b.1	Strength in Places Funding – to discuss offline	PT/DJ				
22/10 9b.1	Amend date on Greenwall GF application and re-circulate for Extraordinary meeting	JW				
22/10 11b.1	MK to send CDC marketing cost to JW	MK				
11/6 12b.c	Arrange meeting to discuss possibility of CDC managing Wave Hub to the new buyer, when sold	MK			X	
27/3 5.1	EZ Business Plan – IM to bring back the completed plan to the next EZ Board meeting in June	IM		X		Skills review needs doing, Employment Skills



						Board to be established. Liaise with this Board. On agenda.
27/3 6.3	PT to speak to SJ and MH on connecting FLOW with GES	SJ		X		Have met, need 2 nd one, include Catapult Have one in NY
9/12 14.3	Universities EZs – Possible Internships within EZs’ sectors. Glenn to propose with Uni of Falmouth	GC		X		Carry forward, overtaken by events but ongoing

Most recent at top