

<b>MINUTES</b>			
<b>Title:</b>	Cornwall and Isles of Scilly Local Enterprise Partnership Enterprise Zone (EZ) Board		
<b>Date:</b>	25 June 2021		
<b>Time:</b>	10:00 – 13:00		
<b>Venue:</b>	Microsoft Teams		
<b>Membership</b>	<b>Represented by</b>	<b>Attendees</b>	<b>Organisation</b>
C&IoS LEP	Steve Jermy (SJ) Chair Mark Duddridge (MD)	Mike King (MK) Gail Eastaugh (GE) Matthew Vowels (MV) Nicola Lloyd (NL) Iain Mackelworth (IM) Jordan Whaley (JW) Piran Trezise (PT) Mike Spicer (MS)	CDC CDC CDC CDC CC CC GES A&P
Cornwall Council	Glenn Caplin-Grey (GC-G)	Clare Connaughton (minute taker)	CC
Goonhilly Earth Station Limited	Ian Jones (IJ)		
A&P	Drystan Jones (DJ)		

<b>AGENDA ITEM &amp; NOTES</b>		<b>ACTION</b>
<b>1</b>	<b>Welcomes and Introductions</b>	
1.1	Introductions were made.	
<b>2</b>	<b>Apologies for Absence</b>	
2.1	Glenn Caplin-Grey, Stacey Sleeman, Matt Hodson, Ian Jones, Melissa Thorpe and Henry Seymour.	
<b>3</b>	<b>Housekeeping</b>	
<b>3a</b>	<b>a) Conflict of Interest declaration</b>	
3a.1	IM declared an interest and will leave the meeting when the Cornwall Council EZ Growth Fund application is being considered.	

<p><b>3b</b> 3b.1</p> <p><b>3c</b> 3c.1</p>	<p><b>b) Approval of Minutes from the last meeting</b> The previous minutes were agreed as a true and accurate record.</p> <p><b>c) Action Summary</b> The action summary was reviewed and updated (as below).</p>	
<p><b>4</b></p> <p><b>4a</b> 4a.1</p> <p>4a.2</p> <p>4a.3</p> <p>4a.4</p>	<p><b>Marketing and Pipeline Opportunities</b></p> <p><b>Feedback and Opportunities from G7</b> Overall the G7 event was successful in promoting growing sectors and investment opportunities in Cornwall. ‘Cornwall House’ attracted large numbers of visitors and the only downside was the lack of media coverage, which could have been more prevalent.</p> <p>FLOW events were well attended and highlighted Cornwall offers in that sector. There was interest from potential investors and George Eustace MP was a key-speaker which attracted good attention from the media.</p> <p>The Government Minister for Trade and Investment is keen to make a return visit to promote the work at Goonhilly and Spaceport. <b>MK</b> will inform group members of dates.</p> <p>Following G7, EZs are an ideal vehicle to attract new investment and provide more workspace to keep up with the demand. The use of capital investment is vital to supporting this growth.</p>	<p><b>MK</b></p>
<p><b>5</b> 5.1</p>	<p><b>South Side Infrastructure (SSIF)</b> Cornwall Airport Newquay (CAN) was prepared to receive G7 visitors following £8m capital investment. The office which was used for the reception will be leased out; the event provided promotion for the airport.</p>	

5.2	The Aviation Centre contract has been agreed and work commences on site on 12 July 2021 and completion has been scheduled before Christmas 2021.	
5.3	Heads of Terms (HoTs) have been agreed on a hardened aircraft shelter (HAS) with a Space Engineering company.	
<b>6</b>	<b>Spaceport Update</b>	
6.1	CDC assisted in a G7 related event at Goonhilly which was very successful and marked Cornwall as a world leader in space communications. The items which were showcased included the Centre of Space Technology, Virgin Orbit satellite, a future Cornish built satellite, technology to monitor kelp forests in the ocean and biofuel for space activities too.	
6.2	The Open University has shown interest in partnership working with the Kernow Sat 1 Project.	
<b>7</b>	<b>EZ Investment Plan</b>	
7.1	There is an opportunity with the new Cornwall Council administration to reconsider Freeport initiative.	
7.2	The EZ Investment Plan is proposed to take to the Autumn Cabinet to borrow capital against future business rates growth in order to accelerate investments.	
7.3	Following the success at Aerohub and Hayle, workspace is in demand and EZs need to keep up with this demand. It was felt speculative workspace will secure investment quicker and revenue will come in quicker too.	
<b>8</b>	<b>Aerospace EZ Site Updates</b>	
<b>8a</b>	<b>a) Aerohub</b>	
8a.1	At sector 2:	

<p>8a.2</p> <p><b>8b</b> 8b.1</p>	<ul style="list-style-type: none"> <li>• 1 office remains available, and the lease documents are going through on another one, all the industrial units are fully let,</li> <li>• Plot 14 is due to start their build soon and Swis Lapolla at plot 11 is due to complete their build in September 2021. Interest has been expressed in plot 3 and 4.</li> </ul> <p>Due diligence is being carried out in relation to Blue Abyss' proposal which will take a large area of the Aerohub Business Park. HM Government will be involved in the due diligence process and it was noted to agree costs so there is no duplication.</p> <p><b>b) Goonhilly</b></p> <p>Potential interest for workspace as Covid-19 restrictions ease; PT thanked CDC for hosting the G7 event which helped raise Cornwall's profile. Footfall at events were encouraging and it was a chance to profile Goonhilly assets since the refurbishment of GH-6.</p>	
<p><b>9</b></p> <p><b>9a</b> 9a.1</p> <p><b>9b</b> 9b.1</p> <p><b>9c</b> 9c.1</p>	<p><b>Marine EZ Site Updates</b></p> <p><b>a) Context</b></p> <ol style="list-style-type: none"> <li>Wave Hub sale – Sale to complete by 9 July 2021,</li> <li>Floating Offshore Wind RD&amp;I - Good FLOW promotion at recent G7, in conversation with Secretary of State regarding funding options, a number of FLOW accelerator projects showcased, links to local Universities.</li> </ol> <p><b>b) Falmouth Docks</b></p> <p>The EZ Growth Fund has been awarded to A&amp;P; continuing to support studies in regard to Celtic Sea and Catapult on FLOW opportunities. Domestic cruises have started to use the dock as Covid-19 restrictions ease. Participated in G7 related activities.</p> <p><b>c) Hayle MRBP &amp; Phase 2</b></p> <p>Hayle MRBP's Fully let.</p>	

9c.2	Hayle Phase 2 – WPD contract for the land transaction is a risk to mobilisation on site. As above, the project team are waiting for a response from Sennybridge Hayle Ltd to sub-lease part of CC land to WPD. SJ and MK offered to intervene to progress this permission.	
9c.3	There is potential to work with Centrica on a wave hub battery which would create revenue for CC. This will be explored.	
<b>9d</b>	<b>d) Tolvaddon</b>	
9d.1	Zone 1 – Documentation with Legal offer for EV facility.	
9d.2	Zone 2 and 4 – Both at HoTs stage, although due diligence required.	
9d.3	Zone 3 – Possibility to use this zone for temporary housing.	
<b>10</b>	<b>Rate Relief and EZ Growth Fund</b>	
<b>10a</b>	<b>a) Rate Relief Renewals and Rate Relief Approvals</b>	
10a.1	There were no rate relief renewals or applications for approvals.	
<b>10b</b>	<b>b) EZ Growth Fund update &amp; applications</b>	
10b.1	IM left the meeting whilst ‘Spaceport Cornwall G7 Exhibition and Legacy Outreach’ application was discussed. The recommendation was approved with conditions.	
10b.2	PH Media Ltd Growth Fund application. Members agreed to the grant funding with conditions.	
10b.3	Balance as at 1 April 2021 was £1,545,701, minus commitments including two applications today, leaves a balance of £662,760. It was noted a large proportion of grant committed is for rate relief purposes over a number of years.	
<b>11</b>	<b>Performance Data</b>	
<b>11a</b>	<b>a) Ministry of Housing, Communities &amp; Local Government (MHCLG) Data Report Q4 2020 - 21</b>	

11a.1	Q4 reports were submitted on 28 May 2021, and copies were circulated with the meeting papers.	
<b>12</b> 12.1	<b>Risk Register and Report</b> The risk register and risk report were noted. There were no amendments on this occasion but suggested a review needs to be completed at the Operational Board.	
<b>13</b> 13.1	<b>Any Other Business</b> GE proposition circulated with the agenda pack for reference. The request is for circa £250-300k for this proposal, which falls outside EZ sites. In principle there were no objections and <b>GE will proceed with a EZ Growth Fund application for the next Board meeting.</b>	<b>GE</b>
13.2	The meeting concluded at 13:27.	
<b>14</b> 14.1	<b>Date of next EZ Board Meeting:</b> 14 October 2021, 14:00, Teams.	

**Appendix 1: Action Tracker****C & IoS LEP EZ Board****Action Tracker 25/6/2021**

Ref & Date	Action	Owner	Status			Notes
			Complete	Ongoing	Not Complete	
25/6 4a.3	The Government Minister for Trade and Investment is keen to make a return visit to promote the work at Goonhilly and Spaceport. MK will inform group members of dates.	<b>MK</b>				
25/6 13.1	GE proposition circulated with the agenda pack for reference. The request is for circa £250-300k for this proposal, which falls outside EZ sites. In principle there were no objections and GE will proceed with a EZ Growth Fund application for the next Board meeting.	<b>GE</b>				
27/4 7.2	Spoil creation at Sector 2 – Blue Abyss pool. Discuss further with Glenn in relation to G7 and prolongation of EZs Due diligence with Govt – proceed with caution. Costs share with Govt / ensure no duplication of process.	<b>IM</b>		X		Due diligence taking place
27/4 7.2	Blue Abyss spoil to be included within Planning application as condition Do on agenda under Sec 2 AHub	<b>MV</b>		X		Due diligence taking place
27/4 8.2	Arrange Greenports task & finish group for early Summer 2021. Carry forward.  To do, Plymouth link and impact. IM invited to Plymouth Stakeholder group 25 June, possible extension to Cornwall. Ongoing action.	<b>MD</b>		X		
27/4 10.2	Tolvaddon land - MV will write a paper with this proposal for consideration of the EZ	<b>MV</b>		X		

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	Board, and connect with Camborne's Town Deal proposals.					
27/4 11b.3	Revenue reinvestment priorities will be clarified by IM and considered when assessing future funding Growth Fund applications. Not do first come first served as may miss opp. Which are really beneficial Awareness to group – explore pipeline added value? From investments. Add to criteria ongoing	<b>IM</b>		X		
27/3 6.3	PT to speak to SJ and MH on connecting FLOW with GES C/F 4 PROJECTS UNDERWAY – AFTER EASTER MEET Do Autumn 2021	<b>SJ</b>		X		Deferred to Autumn 2021
9/12 14.3	<b>Universities EZs</b> – Possible Internships within EZs' sectors. Glenn to propose with Uni of Falmouth C/F	<b>GC</b>		X		Carry forward, overtaken by events but ongoing

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