

## ENTERPRISE ZONE COMMITTEE MEETING

**6 MAY**

**10AM -12PM**

### Invited Attendees:

#### Members:

Chair: John Sutcliffe (Board Member)  
 Tony Ferrari (Land Owner, Dorset Council)  
 Lorna Carver (Dorset LEP Director)

#### Invited Attendees:

BEIS: Suzanne Bond (BEIS)/ Elizabeth Spence (BEIS)

Others: Major Adam Coffey (Army Capability, Future Force Development, Innovation SO2, British Army)

Dorset LEP staff invited to attend: Corrina Osborne (Head of Governance & Operations), Daniela Doncakova (Senior Programme Manager)

### AGENDA

Item	Subject/ Title	Presenter	Actions / Recommendations	Documents / web resources
1.	Welcome Apologies and Declarations of Interest	John Sutcliffe	To record Declarations of Interest	-
2.	Agree draft minutes	John Sutcliffe	To approve minutes	Minutes from last meeting
3.	Actions from last meeting	John Sutcliffe	To ascertain status of actions from last meeting	Agenda
4.	EZ reporting	Daniela Doncakova		<ul style="list-style-type: none"> <li>• BEIS Q3 return submission</li> <li>• BEIS Q4 monitoring report</li> <li>• Q4 Employee numbers</li> <li>• EZ transactions/business rates (confidential)</li> </ul>
5.	Update on business rate generation	Tony Ferrari		-
6.	Update on Enterprise Zone investment plan	Tony Ferrari		-
7.	Highlights for Board report	John Sutcliffe	To capture key points to be included in the Board report on the Committee meeting	-
8.	AOB	All		-

#### Actions from last meeting

- Action: LC to continue to work towards agreeing the MoU and associated business rates with John Sellgren.
- Action: TF to provide an update on the work being commissioned in the next meeting.
- Action: Dorset LEP to bring a copy of the last report to BEIS to the next meeting.
- Action: LC and AG/ MOD colleague to discuss how to capture MOD site reporting data set effectively.