

DRAFT MINUTES

ENTERPRISE ZONE COMMITTEE MEETING

19 JULY 2021 (10am – 12pm)

MS Teams Video Conference

MINUTES

Attendees:

John Sutcliffe (JSu) Chair, Dorset LEP Board Member
 Glen Richardson B1 (GR), British Army
 Cllr Tony Ferrari (TF), Dorset Council
 John Sellgren (JSe), Dorset Council
 Elizabeth Spence (ES), Department of Business, Enterprise & Industrial Strategy (BEIS)

Other Attendees:

Cecilia Buffon (CB), Dorset LEP Board Chair
 Daniela Doncakova (DD), Dorset LEP

Apologies:

Dr Corrina Osborne (CO), Dorset LEP

Item	Welcome, apologies and declarations of interest	Action
1.	<p>JSu welcomed the attendees to the meeting.</p> <p>Apologies were received from Dr Corrina Osborne (CO).</p> <p>No declarations of interest were stated.</p>	
Item	Minutes and actions from previous meetings	Action
2.	<p>Minutes from the May and June 2021 meetings were approved by the Committee members.</p> <p>All actions from the previous meetings have been addressed and the actions below remain ongoing from the previous meetings with further updates detailed provided as follows.</p> <p>Action #1: CO to continue to work towards agreeing the MoU and associated business rates with John Sellgren.</p> <ul style="list-style-type: none"> - Update 19/07/21: draft MoU with JSe for review, CO & JSe to finalise. <p>Action #2: GR to share the key points of the MoD report on future strategy for defence innovation in Dorset, which are currently being prepared for a release and are linked to the Industrial Strategy.</p> <p>Action #3: GR to engage with DASA and DSTL to explore opportunities for the park.</p> <p>Action #4: CB and JSe to review how strategic marketing of the Enterprise Zone can be improved.</p> <ul style="list-style-type: none"> - Update 19/07/21: Ongoing – to be discussed in regular meetings held between CO & JSe. <p>Action #5: TF and CO to discuss the communications infrastructure that is to be taken forward (layer under the overall industrial strategy into the defence piece and how it evolves).</p> <p>Update 19/07/21: Dorset LEP will continue to work in partnership on</p>	<p>CO and JSe</p> <p>GR</p> <p>GR</p> <p>CO & JSe</p> <p>CO & JSe</p>

	<p>strategic communications conversations as they evolve, and this will be picked up at regular meeting between CO and JSe.</p> <p>Any Defence BattleLab related comms will be dealt with as per guidance detailed in the Local Growth Fund contract for this project. Dorset Council will be leading on the site communications and any strategic marketing agent commissioning. Dorset LEP will continue to work in partnership to further promote the comms when requested via social media/newsletter etc.</p> <p>In terms of defence in general as an aspect of the Local Industrial Strategy/ Investment Prospectus (a plan for the place), Dorset LEP continues to work in partnership in promoting the activity taking place in the region around this.</p> <p>Action #6: Ascertain if Dorset LEP can assist Dorset Council in exploring the possibility of academic presence on site</p> <ul style="list-style-type: none"> - Update 19/07/21: Dorset LEP to assist Dorset Council in communicating with the academic community. <p>Ongoing – to be discussed in regular meetings between CO & JSe.</p> <p>Action #7: Ascertain if Dorset LEP can assist Dorset Council in fostering reach into government to help achieve the site's ambition.</p> <ul style="list-style-type: none"> - Update 19/07/21: Ongoing – to be discussed in regular meetings between CO & JSe. <p>Action #8: CO and JSe to further discuss the investment plan and the next steps at their regular meetings; including government priority themes and government streams that could be anticipated for delivering the EZ investment plan.</p> <ul style="list-style-type: none"> - Update 19/07/21: Ongoing – to be discussed in regular meetings between CO & JSe. <p>Action #9: Dorset Council to take the landowner responsibility forward and capitalise on the site; whilst pushing forward with the recommendations that are to set out in the strategy.</p> <ul style="list-style-type: none"> - Update 19/07/21: Ongoing <p>Action #10: JSe to review the job generation forecast prior to the next standard Committee meeting (19 July). Dorset Council to include job generation forecast in the investment plan.</p> <ul style="list-style-type: none"> - Update 19/07/21: JSe to progress. <p>Action #11: JSe to provide more information and detail on the Investment Plan at the next Committee meeting (19 July).</p> <ul style="list-style-type: none"> - Update 19/07/21: JSe to progress. 	<p>CO & JSe</p> <p>CO & JSe</p> <p>CO & JSe</p> <p>JSe & TF</p> <p>JSe</p> <p>JSe</p>
Item	EZ reporting	Action
3.	Papers were noted by the Committee. DD provided highlights on the Enterprise Zone quarter 1 reporting.	
Item	Update on business rate generation	Action
4.	<p>It is important that the future milestones of business rate income increase are included in the Investment Plan; including a projection plan of anticipated occupancy and payment levels.</p> <p>The Enterprise Zone is a key delivery vehicle for this; however, it is unclear how to initialise the aspiration in practice. The key role of strategic marketing in this was recognised and CB and JSe agreed to look at how this can be improved. This action is already covered above in section 2.</p>	

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Item	Update on Enterprise Zone investment plan & Consideration of combining Amenity Hub with Quadrant II	Action
5 & 6.	<p>TF updated the Committee and advised that the specification for buildings required at the park is not yet defined. Until the specification is in place, it is difficult to estimate the financial implications.</p> <p>ES reiterated the support for the site and offered links through contacts from other Enterprise Zones to aid knowledge exchange.</p>	
Item	Academic presence	Action
7.	<p>The second strand is who should be the academic defence & security partners.</p> <p>During the course of the previous three meetings, the Committee agreed to bring together combined knowledge of potential academic partners and capture those in a spreadsheet. The plan is for Dorset Council to reach out to them to see which could be interested in investment either in the concept or geography. The initial list of academic organisations has been compiled.</p> <p>The Committee agreed for JSu to lead on assisting Dorset Council with the academic engagement.</p>	
Item	Dedicated EZ resource	Action
8.	<p>JSe to discuss with CO. This action is already covered in section 2.</p> <p>Action #15: The Committee agreed it would be helpful to have a stakeholder map of the site with contact details.</p>	JSe
Item	Highlights for Board report	Action
9.	<p>Action #16: DD & JSu to work together to prepare EZ paper for the September Board with the latest updates.</p> <p>CB added a key point stating that everything the Committee is doing in defence and security cross cuts other areas of development.</p>	DD & JSu
Item	Any Other Business	Action
10.	JSu thanked all for their time, especially for the extra meetings.	

Note: Date of Next Meeting - 9 November (10am -12pm)