

**Draft minutes of the OxLEP Enterprise Zone Sub-Group Meeting
Held on 7th March 2022, 14:00**

1.	<p>Welcome, Introductions and Apologies</p> <p>Cllr Bethia Thomas (Leader, Vale of White Horse DC) and Monika Zemla (Director, Brookfield Harwell) have joined the Sub Group and were welcomed. Jon Palmer was introduced as the newly appointed Enterprise Zones Project Support Officer working for South and Vale District Councils. Apologies noted from Philip Campbell and Angus Horner (Members); and Lyn Davies and Kathy Wilcox (Officers) with Graham Clare covering for Kathy.</p>
2.	<p>Declarations of Interest</p> <p>There were none</p>
3.	<p>Minutes of Last Meeting and Matters Arising</p> <p>The minutes of the last meeting held on 15th November 2022 were agreed.</p> <p>Matters Arising</p> <ul style="list-style-type: none"> Sebastian reported that EZ2 Memorandum of Understanding now agreed and signed by all parties and thanked all involved in progressing this. Sebastian also reported that OxLEP Board agreed the revised Terms of Reference on membership “Up to 4 and no less than 2 x independent business representatives”. Sean and the Officer Group will bring suggestions of new members to the next Sub Group meeting with a focus on businesses who have been beneficiaries. ACTION: SEAN AND THE OFFICER GROUP
4.	<p>Half Yearly Report on Actual and Forecast EZ Business Rates Income and Spend Commitments</p> <p>Sean presented the development update on sites which will be shared with the Sub Group. Key headlines included the announcement this week that Moderna are setting up an Innovation and Technology Centre at Harwell (previously referred to as Project Resilience) which will have a positive impact on business rates retention; Milton Park, Park Drive Central has a 12 month delay; Didcot A sites 1-4 delayed two years due to energy/power issues; CloudHQ LHR1 has a 12 month delay with LHR2 now due to come online 15 months ahead of the previous schedule; DTECH unit 1 has a 12 month delay with the other units being delivered every 9 months rather than every 6 months as previously reported.</p> <p>Impact on forecasts was as outlined in the Paper presented to the Sub Group. Richard asked if analysis has been carried out on value of business rates income by square meter. Sean confirmed that this is included in the modelling and that he will share this. In summary, average rateable values in the Enterprise Zones are £56.27 per sqm for warehousing, £98.54 for data warehousing, £69.74 for other industrial and £163.77 for office space. ACTION: SEAN</p> <p>Graham presented the paper on spend commitments concluding that excluding the pipeline income, the majority of the retained funding for EZ1 will be needed to meet existing commitments. The position has improved since the last report (pipeline forecast) but it is</p>

important that the anticipated secured income is realised to ensure that the existing commitments can be funded. At this stage £178.216m of the E22 funding remains in the pipeline only so it is not prudent to commit any of that sum. The estimated retained balance at the end of 2022/23 is £4.087m. It is advisable that no further commitments are made until a larger total is held and there is more certainty on the conversion of the pipeline forecasts.

5. **Progress Update**

Sean presented the quarterly performance paper with key points to note:

- As of the end of December 2022, 2,666 new jobs have been created within the Enterprise Zones (EZs). This is an increase of 39 over the figure reported for the end of September 2022. It was noted that this is just jobs for those businesses who were in receipt of business rates relief. Monika reported that job numbers at Harwell are being validated and likely to be much higher than the 6000 currently quoted. Sean reported that using data from FAME database he should be able to report job numbers from across the EZs and this will be reported at the next EZ Sub Group. **ACTION: SEAN**
- The refreshed Local Development Order (LDO) for Milton Park was approved by Vale Council on 15 February.
- The new LDO for the Didcot Technology Park is still being reviewed to address points raised in the 2022 public consultation, with Reef Estates and their business partner hoping to take an amended LDO to Vale Cabinet in May 2023.
- Tranche 1 of the Building Foundations for Growth funding was released to MEPC for the Milton Bioscience Centre project on 31st January.
- A planning application for Project Resilience (Moderna) at the Harwell Campus is currently with the South & Vale planning team, having been submitted in October 2022
- An update was provided by Sean on the four business rate relief applications from tenants in Zephyr Building at Harwell. Further investigation and detail is being sought by Sean and colleagues and he reported that there is a hard deadline for appeal to VOA by end of March so action needs to be taken quickly. It was noted that there is a potentially significant financial burden on the businesses. Monika requested to be kept close on this as they are tenants on Harwell. Sean to provide updates and this will come back to the next Sub Group meeting. **ACTION: SEAN**
- Marketing – regular meetings with colleagues at Harwell, Culham, OxLEP, Didcot Garden Town and other key stakeholders. New resources in the S&V team will result in increased marketing output.
- Development of Five Year Strategic Plan for the EZ – at inception stage with first draft being brought to Sub Group meeting in June. Being developed alongside and aligned to the Strategic Economic Plan

6. **Oxfordshire Strategic Economic Plan - Update**

Nigel provided an update and reported that SQW have been appointed as the consultants to lead on this and includes a call for evidence which is live and closes on 10th March. Timeline to delivery of Plan to OxLEP Board meeting in June.

7. **Power Infrastructure – Update**

Sean and Andrew reported that the letter from FOP went to the three DNOs operating in Oxfordshire and all three had responded quickly with positive comments and declaring a

	<p>willingness to engage. This links with work beginning across the County on development of Local Area Energy Plans.</p> <p>Sebastian outlined work and engagement with HMG and Office for Investment on some specific investment challenges linked to power infrastructure.</p>
8.	<p>Housing Infrastructure Fund (HIF1) Update</p> <p>Tim Mann, Programme Lead, Oxfordshire County Council provided an update on HIF1 with a focus on EZ impact. He outlined the programme with construction running from Autumn 2024 through to Summer 2026.</p>
9.	<p>Forward Plan and Future Meeting Dates</p> <p>The next meeting will have the following as agenda items:</p> <ul style="list-style-type: none"> • Jobs, Development and Marketing Update • EZ Strategic Plan – first draft • Strategic Economic Plan update • Power Infrastructure / Energy Update • Review of reimbursement of EZ management costs <p>Future meeting dates confirmed as:</p> <ul style="list-style-type: none"> • 7th June 2023, 14:00-16:00 (In person, Clover Meeting Room, Bee House, Milton Park) • 5th September 2023, 14:00-16:00 (MS Teams) • 29th November 2023, 14:00-16:00 (MS Teams)

Attendees

Members:

- Penny Rinta-Suksi, OxLEP Board Member (Chair)
- Cllr David Rouane, Leader, South Oxfordshire District Council (until 15:30)
- Cllr Bethia Thomas, Leader, Vale of White Horse District Council
- Nigel Tipple, Chief Executive, OxLEP and OxLEP Board Member
- Monika Zemla, Director, Brookfield (Harwell)

In attendance:

- Graham Clare, Senior Accountant, Oxfordshire County Council
- Andrew Down, Deputy Chief Executive - Partnerships, South Oxfordshire and Vale of White Horse District Councils
- Susan Harbour, Strategic Partnerships Manager, South Oxfordshire and Vale of White Horse District Councils
- Simon Hewings, S151 Officer, South Oxfordshire and Vale of White Horse District Councils
- Sean Thornton-Mills, Enterprise Zones Partnership Manager, South Oxfordshire and Vale of White Horse District Councils
- Jon Palmer, Enterprise Zones Project Support Officer, South Oxfordshire and Vale of White Horse District Councils
- Richard Byard, Director of Business Development, OxLEP
- Sebastian Johnson, Head of Innovation and Inward Investment, OxLEP
- Robert Curtis, Deputy Area Lead for Oxfordshire, DLUHC