

North Kent Enterprise Zone Strategic Board

Approved Minutes of 5th meeting held on Friday 29th September 2017 in the Darwin Room, Innovation Centre Medway.

Board Members Present

Bernard Spring (Chair)
Suzanne Bennett, SELEP (for Adam Bryan)
William Cornall, Maidstone BC & the Accountable Body
David Hughes, Gravesham BC
Cllr Alan Jarrett, Medway Council
Richard Longman, TGKP
Matthew Norwell, TGKP
Sarah Nurden, KCC (for David Smith)
Paul Wookey, LiK

Apologies

Adam Bryan, SELEP
Alex Hicken, DHA Planning
Prof Alan Reed, University of Greenwich
David Smith, Kent CC
Cllr Rodney Chambers, Medway Council
Richard Hicks, Medway Council

Also attending

Tomasz Kozlowski, Medway Council (for Richard Hicks)

1. Welcome & Introduction

- 1.1. The Chairman welcomed Matthew Norwell, attending this Board for the first time, Sarah Nurden deputising for David Smith, and Tomasz Kozlowski deputising for Richard Hicks.
- 1.2. It was noted that Paul Spooner has now left Ebbsfleet Development Corporation. His successor, Ian Piper, was not available on this occasion but will be invited to future meetings to represent EDC.
- 1.3. There were no declarations of interest.
- 1.4. Board Members were reminded that any items that were confidential (commercially or otherwise) should be identified as such for exclusion from the published minutes.

2. Minutes of last meeting and actions arising (SB05-01)

- 2.1. The minutes were agreed. All actions had been completed or were covered on the agenda.

3. Progress monitoring and risk register (Paper SB05-02)

- 3.1. The Chairman invited scheme representatives to give oral updates to amplify the summary report.
- 3.2. Rochester Airport Technology Park. The new branding of the site as Innovation Park Medway will be used in soft marketing but probably not formally launched until next year. The second planning application for airport reconfiguration has been received and is undergoing validation (not yet confirmed at the time of the meeting). A 16 week consultation period is required before this can be determined by the Councils' Planning Committee (because of Environmental Impact Assessment considerations); this is likely to happen in December or January. The Board noted the public questions being asked of SELEP's Accountability Board about the award of Local Growth Funding for the airport reconfiguration scheme. Any future questions will continue to be handled according to the Accountability Board's public questions policy. Alan Jarrett reported that he would be meeting with the Leader of Tonbridge & Malling BC in early October to discuss the Park, including the way forward on Local Development Orders.

- 3.3. Kent Medical Campus. William Cornall reported that there was generally positive news on progress. Construction at the Cygnet hospital was on track, and construction of the step-down facility was expected to start before the end of 2017. An announcement on the operator of the facility was expected on a similar timescale. The feasibility study on the development of an innovation hub was a critical piece of work, to inform council decisions about future borrowing strategy. The study would also help understanding about how the parameters of the outline planning consent would affect these ambitions. William also reported that KMC were continuing to try and secure NHS representation on the local delivery board; the difficulty getting engagement might possibly be attributable to the fact that KIMS/KMC was not a NHS initiative, but efforts to engage will continue.
- 3.4. Ebbsfleet Garden City. On Northfleet Embankment East, David Hughes confirmed his understanding that negotiations between HCA and Berkeley Homes on the sale of the northern portion of the site were well advanced. Gravesham BC were unsighted as to the status of any proposals for the southern portion of the site. It remained to be seen whether, if Berkeleys submit a reserved matters proposal for this scheme, this would gain consent from the EDC's Planning Committee. After discussion, and whilst recognising the complexities of the situation, the Board agreed with the Chairman's suggestion that he should write to DCLG, as sponsor Department both for EDC, the HCA and the Enterprise Zones programme, to draw attention to the dilemma this situation presented. **Action: the Chairman and Richard L to liaise on preparing a draft email/letter, a draft of which will be shared with Board members in advance of dispatch.**
- 3.5. The Board **noted** the written and oral reports.
- 3.6. The Board then discussed the **monitoring and risk dashboard**. The Board welcomed the new format and endorsed this for future reports. The Chairman emphasised that progress monitoring and risk management were primarily for local delivery partners to lead on, so reports to the Board should be extracted from what local partners were using for their own purposes rather than an onerous additional burden. TGKP's coordination role should be to assemble rather than create the information. He also asked partners to ensure that risks and progress were assessed realistically. Matthew Norwell suggested that future iterations should identify ownership of the identified risks and mitigatory actions: this could be added to the Action column (10). **Action: Richard to include this in future iterations.**

4. Funding and resources (Paper SB05-03).

- 4.1. Richard's paper reported progress on utilising the funding package agreed by SELEP, and the commercial consultancy grant awards from DCLG. The first DCLG award was supporting Maidstone's work on business rates modelling (completed in July) and Medway's work on market appraisal and development options (expected to be completed in November). The second award was supporting the feasibility study on an innovation hub at KMC (to be completed before the end of 2017). Work on the Local Development Orders, supported by SELEP funding, should be put out to tender once both Councils have agreed the way forward.
- 4.2. Richard explained that scoping a possible evaluation of NKEZ was still work in progress. DCLG had shown some interest in the idea, particularly if this could add locally-specific flavour to any broader programme evaluation they might conduct. The idea had also been discussed with counterparts at a South East Enterprise Zones Network meeting. Richard would continue to work up a proposal and explore whether other EZs would be interested in collaborating. **Action: Richard to bring advice to the next Board meeting.**
- 4.3. The paper referenced the bids that have been submitted to the National Productivity Investment Fund, Growth and Housing Fund and Growing Places Fund. In addition, William

confirmed that Maidstone BC was minded to submit an application for ERDF funding towards construction of an innovation hub, subject to the outcome of the feasibility study. Suzanne recommended liaising with Jo Simmons at SELEP who would be pleased to advise on ERDF bid development. **Action: Maidstone BC to liaise with Jo Simmons.** Sarah Nurden also offered to feed back from the recent ESIF sub-committee meeting that she had attended, particularly about what level of funding currently remained uncommitted. **Action: Sarah.**

4.4. The Board **noted** the report.

5. Marketing Plan (Paper SB05-04)

- 5.1. Paul Wookey introduced the paper, and elaborated on the programme of events where it was intended to promote NKEZ, notably MIPIIM UK. The marketing collateral prepared for MIPIIM UK could be used at future events and partners were encouraged to make use of it wherever possible. Paul advised that even though it might be 18 to 24 months before premises starting coming out of the ground in the slower-moving parts of NKEZ, it was not too early to engage with potential investors and developers. We should not hold back from proactive marketing. The funding approved by SELEP for marketing purposes would be prioritised in 2017/18, including a PR programme giving a regular flow of stories over the next 6 months. The Board **agreed and endorsed** the approach proposed.
- 5.2. For events, starting with MIPIIM UK, the Board agreed that there should be a briefing pack for all personnel involved in representing NKEZ and their respective sites, to ensure key facts were covered, including wider contextual information about locations and associated proposals such as the C2E project. **Action: Richard to liaise with the marketing sub-group and other colleagues to prepare briefing.**
- 5.3. On a detailed point in the marketing material, the Board agreed that Innovation Park Medway should be presented as a single site rather than separate north and south sites. **Action: Richard to amend literature and website accordingly.**

6. Future meeting dates

- 6.1. The Board noted the next meeting would be Thursday 7th December, 1000-1200. Richard would circulate suggested dates for 2018 in the near future.

7. AOB

- 7.1. William confirmed that Maidstone were sorting out separate Accountable Body representation for future meetings and would also get the necessary administrative and financial arrangements in place. **Action: Maidstone BC.**
- 7.2. The Chairman invited suggestions for future agenda items and approach to Board discussions. It was important to try and ensure full representation from all schemes and stakeholders. Two suggestions in particular were:
- To invite an existing (round 1) EZ to talk about their journey so far (e.g. Harlow or Discovery Park) and lessons to impart;
 - Invite the new Interim CEO at Ebbsfleet Development Corporation to give a wider briefing on the Garden City, given the ramifications that all developments there have for the Enterprise Zone sites.

- 7.3. There was no other business. The meeting finished at 11.50am.

Richard Longman, TGKP

29 September 2017