



PLYMOUTH AND SOUTH DEVON FREEPORT

Minutes of the Board of Directors Meeting – 7th September 2023

Plymouth and South Devon Freeport Limited (the “Company”) - Company Number: 14109106

Present

Jan Ward	JW	Chair
Peter Sadler	PS	Sherford Consortium
Harry Wass	HW	Langage Energy Park Limited (alternate)
Cllr Tudor Evans	TE	Plymouth City Council
Cllr John Birch	JB	South Hams District Council
Cllr Rufus Gilbert	RG	Devon County Council

Apologies

Cllr John Hart	JH	Devon County Council
Adrian Bratt	AB	Princess Yachts Limited (Vice Chair)
Steve Pickup	SP	Langage Energy Park Limited

Observers

Richard May	RM	PASD Freeport Limited
Ian Cooper	IC	PASD Freeport Limited
Kate Whitta	KW	PASD Freeport Limited
David Draffan	DD	Plymouth City Council
Amanda Ratsey	AR	Plymouth City Council
Julia Blaschke	JBe	Plymouth City Council
Melanie Sealey	MS	Devon County Council
Chris Brook	CB	South Hams District Council

1. Preliminary Matters

JW was appointed chair of the meeting. Proper notice of the meeting had been given in accordance with the Company’s Articles of Association, and a quorum was present. Accordingly, JW declared the meeting open.

2. Declaration of Conflict-of-Interest Register

Action: KW to amend JB’s address and remove Cllr Bastone from the Conflict-of-Interest Register.

3. Review minutes of last meeting

JW asked if there were comments on the minutes of the last Board Meeting or EGM. No comments.

Decision: The 6th June 2023 PASD Freeport Board Meeting minutes approved.

4. Highlights Report

4.1 DLUHC Seed Capital Change Requests

Three change requests have been approved by DLUHC in the last reporting period.

- Change Request 1 – Sherford Land Assembly
- Change Request 2 – Innovation Centre and Beaumont Way
- Change Request 3 – Spine Road and Sandy Road/Holland Road junction

4.2 Customs

HMRC has confirmed an 18-month period to activate a customs site.

A 'best endeavours' approach is ongoing to meet this target.

4.3 Tax benefits extension

An announcement is expected in the Autumn Statement regarding an extension of tax site benefits from 2026 to 2031.

4.4 Power

Discussions are ongoing with National Grid to improve power delivery dates at Langage.

5. Accountable Body update

The Accountable Body submitted a letter to DLUHC as part of the Bi-annual report with assurances from the S151 officer regarding the running of the Freeport, saying that the Freeport is on track.

Action RM to send the S151 Assurance Letter to the Board.

The SLA between the Accountable Body and the Freeport company needs finalising.

Action Freeport Team/Accountable Body SLA to be agreed and signed as a priority.

6. Marketing and investor demand

There has been good feedback from DLUHC re the PASD Freeport website, especially around the governance section, and Full Business Case summary.

The Langage marketing brochure is ready to go on the website as part of the property offer.

The innovation asset audit with the Freeport Hub is nearing completion and highlights will be added to the website when complete to market the Freeport's innovation offer.

Board members raised a need to create communications plan to inform public on exactly what a Freeport is.

Action KW/LAs to set-up a meeting with Freeport comms lead, DD, CB, MS and LA comms leads to look at LA websites and messaging.

7. Stakeholder Engagement, Communications and PR

JW has a meeting with other Freeport chairs and UK Export Finance in a few weeks to ensure all government departments and initiatives are including the Freeports when they deal with inward investors.

The importance of the FLOW opportunity for the PASD Freeport and the need for port improvements to take place was discussed.

8. Seed Capital

The Freeport team are still working on the basis that the spend deadline of 31st March 2025 remains.

The project for improvements to the Octagon Roundabout to allow for large freight lorries was discussed. The PCC transport team has undertaken further assessment and have advised the amount of work required to accommodate the maximum-sized vehicle is negligible.

Decision: The Board recommends discontinuation of the Octagon Roundabout project (subject to approval by Members once a viable alternative use for the money has been identified).

9. Tax Site Delivery

Langage

HW and team are waiting for an announcement on the government funding application for the Green Hydrogen Plant. A decision is expected in Q4 of this year.

LEPL continue to work with the Freeport team and their agent to market Plot 3 and the overall site.

Sherford

CB continues to move forward with the Land Assembly project.

Action: Freeport team to provide capacity to CB re the Land Assembly project.

South Yard

The Freeport team continue to work with MOD to understand the ideal business types to invest in MOD land behind the wire and develop a defence innovation hotbed.

ABP update

DD and TE gave a further update on ABP and Brittany Ferries partnership.

10. Company Budget

RM is preparing a revised operational budget for the Member Steering Group to consider.

Plymouth City Council is now providing the Finance Manager function on behalf of the PASD Freeport and LA partners.

Decision: RM to oversee a review of the operational budget and funding options (to be agreed by Members prior to presenting to the Board).

11. AOB

None.



Chair.....