



PLYMOUTH AND SOUTH DEVON FREEPORT

Minutes of the Board of Directors Meeting – 9th November 2023

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

Present

Jan Ward	JW	Chair
Harry Wass	HW	Langage Energy Park Limited alternate
Cllr John Birch	JB	South Hams District Council
Cllr Rufus Gilbert	RG	Devon County Council alternate
Steve Pickup	SP	Langage Energy Park Limited
Cllr John Hart	JH	Devon County Council
Adrian Bratt	AB	Princess Yachts Limited (Vice Chair)
Cllr Tudor Evans	TE	Plymouth City Council

Apologies

Keri Denton	KD	Devon County Council
Julia Blaschke	JBe	Plymouth City Council (Accountable Body)
Peter Sadler	PS	Sherford Consortium
Mark Coker	MC	Plymouth City Council alternate
Colin Bettison	CB	Plymouth City Council (Accountable Body)

Observers

David Draffan	DD	Plymouth City Council
Chris Brook	CB	South Hams District Council
Mel Sealey	MS	Devon County Council
Richard May	RM	PASD Freeport Limited
Ian Cooper	IC	PASD Freeport Limited
Eifion Jones	EJ	PASD Freeport Limited
Kate Whitta	KW	PASD Freeport Limited
Claire Doyle	CD	PASD Freeport Communications Lead
Rebekah Southern	RS	PASD Freeport Strategic Partnerships
Amanada Ratsey	AR	Plymouth City Council (Accountable Body)
Cath Parnell	CP	Plymouth City Council (Accountable Body)
Rebecca Trott	RT	Plymouth City Council (Finance)
Nicola Dowrick	ND	Department for Levelling Up, Housing and Communities
Ian Harrison	IH	Technical Appraiser (Accountable Body)

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.

JW took all papers to have been read.

New Appointments

CLlr Mark Coker has been elected as alternative for CLlr Tudor Evans.

Declaration of Conflict-of-Interest

CLlr Mark Coker to be added to the Register of Interest.

There are no conflicts of interest.

Review Minutes of Last Meeting

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

Decision: Minutes of previous Board meeting approved.

2. Updates

Highlights Report

RM summarised key points:

- Relationship with government is strong, maintained via regular relationship management meetings.
- Customs operator potential with a port operator, plus two other businesses in Totnes and Plymouth.
- JW invited to Freeport Inquiry – PASDF team submitting evidence in advance.
- EJ now joined team and has meetings with businesses on sales pipeline.
- Innovation Asset Audit nearing completion.
- EJ meeting with stakeholders to ensure innovation and skills strategies are aligned.

Risk Register

The latest key risks were discussed, including power supply at Lantage.

Accountable Body

AR provided an update on the Seed Capital funding. The spend profile is being managed well. Proposals for the project spend profile moving forwards will be tabled at an EGM Board in January.

Action: KW to set up EGM in January.

Marketing and Investor Demand

EJ to provide support to LA partners to ensure they have the necessary information to respond to queries regarding the Freeport.

Financials

RM provided an operational budget update. There were no comments from the Board.

3. Priority Topics

Appraisal of Business Case – Langage Spine Road Phase 1a

The Board was asked whether it was happy to approve this Business Case.

Decision: Business Case for Langage Spine Road Phase 1a has been approved by the Board.

Annual Plan 2024/25

RM advised the Board that the Annual Plan would be drafted ready for approval at the March 2024 Board meeting.

Communications Strategy

EJ and CD leading the development of the strategy. Audience segmentation will inform content, the HMG communications strategy will be incorporated. The strategy will cover a period of 12 months.

4. AOB

JW to work with RM/KW to look at agenda to ensure there is sufficient time to cover all the items.



Chair.....