

**PART 1 MINUTES [DRAFT FOR AGREEMENT BY THE BOARD]**  
**of the Board meeting of the Ebbsfleet Development Corporation (EDC)**  
**held at 12:30 on Wednesday 21 September 2016 at**  
**the North Kent Community Centre**

**Board Members Present:**

Michael Cassidy CBE (Chairman)  
David Holt (Deputy Chairman)  
Louise Hardy  
Cllr Mark Dance (Kent County Council) for Part 1 only  
Bob Lane OBE  
David Lock CBE  
Paul Spooner

**Apologies:**

Cllr John Cubitt (Gravesham Borough Council)  
Cllr Jeremy Kite MBE (Dartford Borough Council)

**In Attendance:**

Tracey Coleman	EDC Chief Planning Officer
Nick Fenton	EDC Interim Director of Projects
Gerard Whiteman	EDC Finance Director
Mark Templeton	EDC Head of Communications
Colin Lovegrove	DCLG Policy Team
Sarah Williamson	DCLG Sponsor Team (Part 2 only)
Nina Shuttlewood	Board Secretary

**Note:** EDC Officers attended to observe and present Part II items

**PART ONE**

**Item 1**

01.09.16 The Chair opened Part One of the meeting and welcomed members of the public.

**Apologies**

02.09.16 The Chair noted that apologies had been received from Cllr John Cubitt and Cllr Jeremy Kite.

**Declarations of interest**

03.09.16 The Chair reminded Board members to raise any potential conflicts in relation to specific issues under discussion, and of their responsibility not to participate in the discussion or determination of any matter in which they had an interest. No declarations were made.

**Part 1 Minutes of the 18 August 2016 Board Meeting**

04.09.16 The Part I minutes were approved. Louise Hardy noted that at the August Board she has made the point that it was important that there was the ability to monitor land purchases, not just more accurately monitor spend. The minutes as drafted did not reflect this point.

## **Board Actions**

05.09.16 The Chair noted that one action, agreement to local authority representation on the Remuneration Committee, remained outstanding. Nina Shuttlewood confirmed that as Cllr Cubitt and Cllr Kite were both absent from the meeting she would follow up with them separately. The Chair confirmed that that all other actions from previous Board meetings were complete or due to be considered as agenda items, as set out in the Board Action Log.

## **Item 2 Interim Chief Executive's Report**

### **2(a) Strategic Report (Paper 016/071)**

06.09.16 Paul Spooner started by introducing Azeez Balogun to the Board; Azeez had joined the EDC in the role of Programme Manager. Azeez joined from working on Transport for London's bus improvement programme. Paul then presented Paper 016/071 which provided a public update on the interim CEO's assessment of the EDC's strategic priorities.

07.09.16 Paul reported that progress remained on track. There continued to be demand for Redrow and Barratts products. At the recent monthly meeting of the Garden City developers it was clear that no negative impact of the decision to leave the EU had been felt.

08.09.16 Good progress had been made with Tarmac regarding the Northfleet Embankment West site and consideration at November Planning Committee remained achievable.

09.09.16 At Northfleet Embankment East, Keepmoat recently held a public event on their initial plans. Their scheme will be redesigned by October.

10.09.16 KCC, Highways England and Land Securities had agreed to combine resources to undertake a major one off tidy up of the verges and highways. This would take place in late September/early October and would include areas not covered by Highways England. Looking to the longer term, Paul reported that, on advice from DCLG, he had spoken to the Olympic Legacy team. They had in place an agreement with their sponsor, the Mayor of London, to a sponsorship of £10 million (£2 million per year) to maintain the public areas. Something similar would be of benefit within the Garden City.

11.09.16 Paul reported that ideas had been submitted to Lord Heseltine's Thames Gateway Estuary Commission. Paul apologised that there had not been time for the Board to comment on the draft submission. It was reported that approximately 106 submissions had been received by the Commission and they were next due to meet on 26<sup>th</sup> October. David Lock asked if the EDC submission was a public document and whether Board members could have sight of other submissions. Paul confirmed that he had copies of some other submissions that he would share with Board; whilst the EDC submission was not in the public domain it could be provided if a request was made for it.

12.09.16 In relation to London Paramount, Paul reported that Highways England continued to work closely with LRCH on the A2 Ebbsfleet junction design. Regular meetings continued to be held with Paramount. It was noted that primary responsibility for relocating businesses was with Paramount.

13.09.16 A positive response was anticipated to the EDC's submission to the HCA seeking Starter Home funding. Paul would report back to the Board once he had received the outcome of the submission.

14.09.16 There had been good support from partners in response to LDA's work to create a Single Integrated Development Programme (SID). A full report, including a full map of the links/interdependencies, would come to the November Board. In response to Louise Hardy's question, Paul confirmed that the map would be used at the information centre at the station.

15.09.16 On recruitment Paul reported that Simon Newsholme would join as Development Director on 17<sup>th</sup> October and Paul Bouhgen had been appointed as Community Building Manager and would be in post from 31<sup>st</sup> October. Paul also reported that the EDC had agreement in principle to recruit a finance officer. Whilst this appointment would take the EDC over its headcount of 28 it was agreed vital so as to allow the Assistant Finance Director, Vikki Finneran, the space to work more closely with the Project Managers on business cases.

16.09.16 Paul reported that the Implementation Framework Open Days had been agreed, Board members were welcome to attend any of the days taking place. There followed a short discussion on self-build and custom-build. Bob Lane made the point that it was important that the EDC did not push back on freeing up sites for self-build and custom-build as had been seen by other organisations. It was suggested that a member of the Board should keep a watching brief on this area; no agreement was made as to who that would be. Paul confirmed that the EDC would closely monitor the use and impact of leasehold across the Garden City.

17.09.16 The Board **NOTED** the update.

## **2(b) Communications and Engagement Update (Paper 016/072)**

18.09.16 Mark Templeton presented Paper 016/072, updating the Board on the EDC's latest communications activity.

19.09.16 Live Streaming of Board meetings: Mark reported on the three month trial of live streaming Part 1 of Board meetings. In June, 123 people watched part or the entire Board meeting on Twitter and on Facebook 57 people. In July 158 people watched on Twitter with 81 people on Facebook. In August 42 people watched on Twitter with 48 views on Facebook. Across both channels 509 individuals have watched more than 6.5 hours of footage.

20.09.16 Mark reported that there had been some feedback that the sound quality had been quite poor. This would be resolved with the purchase of better microphones if the Board opted to continue with the live streaming. When asked what he would recommend to the Board, Mark confirmed he recommended continuing with the live streaming.

21.09.16 The Board AGEED to continue live streaming Part 1 of Board meetings and that better quality microphone should be purchased to improve the sound quality.

22.09.16 New Garden City Information Centre: Mark reported that progress had been made but due to the commercial sensitivity surrounding this project he would report more fully in Part 2 of the meeting.

23.09.16 Website & Social Media: This continued to be well used. 1788 individual users had logged into the site in August with 7,858 pages viewed. Social media posts reached almost 61,000 accounts last month. Mark noted his thanks to Councillor Cubitt for regularly promoting related posts. Work was underway on a public facing version of the Implementation Framework which would be available on the website shortly.

24.09.16 The Board **NOTED** the update.

**Actions:**

<b>09.01</b>	Circulate copies of any other submissions to the Thames Estuary Commission that we have sight of to Board members. <b>Action Owner:</b> Paul Spooner
<b>09.02</b>	Full report on SID, to include a full map, to November Board: <b>Action: Paul Spooner/James Richardson/Azeez Balogun</b>

**Item 3 Chief Planning Officer’s Report**

**Planning and Housing Delivery Programme (Paper 016/073)**

25.09.16 Tracey Coleman’s presented paper 016/073 which provided an update on planning and housing delivery across the EDC area. Included with the paper was the EDC’s regular planning and housing performance dashboard.

26.09.16 Tracey reported that there were now 141 completions at Castle Hill. A series of meetings had taken place for the emerging masterplan by Keepmoat for the Northfleet East (residential) scheme.

27.09.16 Tracey advised the Board that the Planning Committee would be meeting that evening. The Committee would consider a Local Development Order submitted by Taylor Wimpey for 69 apartments at Castle Hill. Tracey explained that this would come to Committee because there were some differences in the standards that had been agreed and there was a need to ensure a minimum level of consistency.

28.09.16 The Planning Committee was also due to consider Redrow’s application to build just over one thousand square metres of office space, part of which would house their regional office.

29.09.16 Tracey reported that in the period July to September there had been 125 starts; 439 completions (cumulatively). Work continued with Marstons on the details of their proposed hotel and pub. If Board members wished to comment the designs would be made available electronically to them.

30.09.16 In discussion Louise Hardy queried the numbers on the dashboard as they varied from the update Tracey had given. The reason for the difference was the time lag between the report being prepared and Tracey obtaining the latest figures on the morning of the Board. David Holt highlighted the need to clearly demonstrate progress against trajectory.

31.09.16 The Board **NOTED** the update.

**Actions:**

<b>09.03</b>	Clarify Housing numbers (starts v completions) in the Interim CEO and Chief Planning Officer Reports; reflect timing of when data is captured. <b>Action Owner:</b> Paul Spooner/Tracey Coleman
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#### **Item 4 Finance Director's Report**

##### **Finance and Operations Report (Paper 016/074)**

32.09.16 Gerard Whiteman presented Paper 016/074 that provided an update on the EDC budget, workforce, and other operational issues for the month of August 2016. He noted that there was little movement to report since last month. Work continued to allow the revenue budget to be fully utilised.

33.09.16 The Government wide review of capital programmes and the EDC specific value for money review may impact on spend by March 2017 but until the outcomes of the reviews were known it was difficult to say with any certainty.

34.09.16 Gerard reported that the EDC was now at its headcount maximum.

35.06.16 The Board **NOTED** Gerard's update.

#### **Item 5 Responses to Written Questions from Members of the Public**

36.09.16 Paul Spooner summarised the responses to questions submitted by the public. A copy of the questions and responses are published at the end of these minutes.

**The Chair declared the public part of the meeting closed, thanking those members of the public present for their attendance. He declared that Part Two of the meeting concerning matters solely of commercial or personal confidentiality and for which the public was excluded would commence.**

## Public Questions and EDC Response

### EDC Board 21 September 2016

The following questions and responses can also be found on the Corporation's website at [www.ebbsfleetdc.org.uk](http://www.ebbsfleetdc.org.uk)

#### Relating to Item 2a) Interim CEO's Strategic Report

**Q1:** What is the Status of the EGC Master Plan? The original intent to produce a Supplementary Planning Document for Local Authorities to approve and adopt has been replaced by a Master Plan Implementation Framework. Since EDC do not have Plan Making Powers, how will it be adopted under Local Authority procedures?

**Answer:** Following the launch of the Implementation Framework at the public open days in October, the intention is for it to be adopted by EDC, and then submitted to GBC, DBC and KCC for endorsement.

This adoption by EDC and endorsement by the relevant authorities will enable the Framework to be considered as a material consideration in future planning applications, and will help to inform subsequent plan-making and policy development by local authorities for the Ebbsfleet area.

**Q2:** Will EDC or partners be participating in the DBC Development Plan Policies (DPP) Examination commencing on 18th October 2016? Pre-submission representations were made by EDC, Land Securities, Ebbsfleet Investment (GP) Ltd., Lafarge, Anglo American, Swanscombe Developments LLP, Tarmac Cement & Lime Ltd and LRCH. Will the opportunity be taken to seek a reference to the Master Plan in the DPP?

**Answer:** We work very closely with DBC and are continuing to engage with them as part of DPP examination, although we currently have no plans to attend the hearings. We expect the Implementation Framework will be used in the preparation of the forthcoming DBC Local Plan (which is due to commence in the coming months), and any reference to the Framework would be best placed in that document.

**Q3:** Can and will the EDC allocate land within its holding for the potential relocation of PMG businesses, bearing in mind that many of them are totally unsuitable to be accommodated in Enterprise Area units due to either financial or environmental constraints? In view of the fact that employment land in north Kent is in such short supply, will any such land be reserved strictly for the use of PMG businesses should the London Paramount project proceed?

**Answer:** The EDC is seeking to work with land owners and local authority partners to bring forward more land for employment uses, recognising the shortage of such provision in this area. We will not be able to restrict the use of such land to particular businesses but are keen to make local businesses aware of these opportunities as they arise.

**Q4:** In view of recent board changes at LRCH, the long history of failing to submit Companies House returns and file accounts on time, it's heavy investment commitment of over £250 million just to get to planning, and the preferential treatment it is giving to the London Paramount plans, has EDC or DCLG ever undertaken a due diligence assessment of LRCH and associated companies in order to assess the likelihood of the scheme ever coming forward and the company being able to meet its liabilities?

**Q5:** If not, how does EDC know it is not wasting taxpayer's money and impeding business growth at the Northfleet Industrial Estates and protecting the site from other more viable and economically advantageous uses?

**Answer (to Q4&5):** We continue to work with LRCH to ensure that their emerging plans are consistent with our own plans and proposals. The site for the proposed London Paramount Resort has been agreed with the Secretary of State and it is the Secretary of State who will determine any planning application.

**Q6:** In view of the uncertainty of the timescales of the London Paramount DCO Application, if it is not submitted by the end of June 2017 will EDC raise this matter with DCLG and encourage them to get LRCH to commit to a final fixed timetable and, if not adhered to, will EDC request that DCLG withdraws the DCO status so that both EDC and PMG can look to the future without having all the uncertainty hanging over them for an unspecified period?

**Answer:** The EDC will continue to engage with PINS, DCLG and LRCH on the emerging proposals for Paramount at every opportunity in order to positively work with the timescales as set out by the DCO process.

#### Relating to Item 2b) Communications

**Q7:** When will the Master Plan documents be on the Website? Is it correct that the only Public event publicising the whole Master Plan is for 4 hours at the Millbrook Garden Centre on Saturday 24th September and other displays will be of only those parts of the Master Plan local to the event venue? What hand-outs and comment invitations will be available online and at events?

**Answer:** We plan to launch the Implementation Framework online to coincide with the first public open day on October 1<sup>st</sup>. We plan to create a new section on the website for the Framework, and are currently translating the Framework into dedicated webpages. Visitors

to the website will also be able to download a full PDF version of the Framework from the website.

We shall provide the same presentation material at all 5 open day events, which covers the entire Framework for the full Ebbsfleet area. The locations have been chosen to reflect the 4 strategic development areas within the Framework, with a 5<sup>th</sup> event at Ebbsfleet International Train Station (to engage with commuters and rail users).

The website is being updated to provide the opportunity for the ongoing commentary on the Implementation Framework, and there will also be a number of ways to comment at the open days, either verbally or through submission cards.

### Relating to Item 3 Chief Planning Officer's Report

**Q8:** When was the Agenda for first Planning Committee in 6 months put online and when were the Papers available?

**Answer:** Planning committee agendas are posted on the EDC website 1 week before the meeting. The agenda for the 21<sup>st</sup> September 2016 meeting was therefore online from Wednesday 14<sup>th</sup> September 2016

**Q9:** Will the application for a 14 m high 'dam', to replace the footbridge across Craylands Gorge, go to Planning Committee?

**Answer:** The statutory determination date for the planning application for the replacement footbridge is 20<sup>th</sup> October 2016. The application is still being considered and the consultation period for the application is currently still running and therefore it is not possible to confirm whether or not the application will be reported to planning committee at this stage, and if it is reported to committee, which meeting it would be considered at. All planning applications start as being delegated decisions made by the Chief Planning Officer and generally only larger or complex schemes get reported to Planning Committee unless the scheme is called in by a member of the committee.

### Relating to Item 4 Finance Director's Report

**Q10:** The £310 m budget, spread over 5 years, is for forward funding on the basis that 75% is recoverable over a 20-25- year period. How will that be collected? Will the Corporation own any land, buildings or businesses?

**Answer:** EDC do anticipate acquiring land and buildings for housing or commercial development. Where it does, recovery of the EDC investment is likely to be faster than over a 20 -25 year period. Some EDC investment will be recovered over a longer period i.e. 10 to 30 year period. Collection of those amounts will be the responsibility of the organisation(s)

dealing with the legacy arrangements, assuming the EDC ceases to exist at some point. These legacy arrangements will be agreed and put in place by the Government.

**Q11:** What is planned to happen to the £232,500,000 assumed recoverable?

**Answer:** It will be returned to Her Majesty's Treasury.