

Ebbsfleet Development Corporation

Board Meeting Part	One
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Date of meeting :	16 May 2018	Paper Number:	EDC 018/042
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Title of paper	Finance and Operations Report – as at 30 April 2018
Presented by	Gerard Whiteman, Director of Finance
Sub-committee	Not applicable

Purpose of Paper and Executive Summary	
An update on EDC budgets, workforce and other operational issues.	
EDC business plan and KPIs	Operational and capital activities to enable the EDC 18/19 Business Plan / KPIs to be achieved
Recommendation	FOR INFORMATION The Board is invited to NOTE the report.
Annexes	Annex A - 2018/19 Operational Budget
Delegation	Not applicable
Financial impact	As outlined in the report
Legal impact	None
Stakeholder impact	As outlined in the report
Sponsor impact	Budgets confirmed by MHCLG

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Highlights

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| <ul style="list-style-type: none">• CDEL programme expenditure for year is budgeted at £40m• RDEL admin expenditure budget for year £3.892m plus £2m RDEL Programme Revenue Budget• NAO visit to examine final outturn position for 17/18 is ongoing |
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Introduction

1.1. This paper updates the Board on budgets, workforce and other operational issues for the month of April 2018 and the 2018/19 budgetary position.

2. 18/19 Operational Budget.

2.1 The draft detail of the budget is shown at **Annex A** and this may be further refined for the next Board report. The net operational revenue budget for 18/19 was approved by MHCLG at £3,892,000 (compared to a net budget of £3,853,000 for 2017/18) with an additional £2m of revenue support for programme expenditure.

As part of the net operational budget, the corporation generates planning fee income, which is budgeted at £75k for 18/19. After the first month of the year just over £2k has been received, but it is anticipated that the full budgeted amount will be achieved by the year end.

2.2 The Pay budget covers the full headcount complement, together with Board member pay, and Agency/ Temporary staff. There are currently a number of vacancies in the organogram that will result in savings against the budget whilst management review resource requirements and the skills audit. Vacant roles will be covered by interims where necessary.

3 18/19 Project Budget

3.1 The original budget position at the start of 18/19 is a forecast capital programme expenditure of £40m.

3.2 The EDC's overall capital programme of investment is organised around five sub-programmes (pillars) that focus on specific projects that can be delivered at pace and that demonstrate value for money.

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3.3 Infrastructure Delivery Plan – Programme Summary

Pillar	DESCRIPTION SUMMARY
Housing Programme	To complement the EDC's activities in bringing forward developer activity that will deliver additional housing in the garden city at pace.
Commercial Programme	Working with landowners and investors to provide commercial space and employment opportunities fostering both local and inward investment whilst capitalising on the Enterprise Zone status and unlocking the development of Ebbsfleet Central.
Utilities Programme	To provide a co-ordinated strategic utility network across the Garden City. Establishing shared utility corridors and advancing the provision of strategic infrastructure.
Transport Programme	To enable safe and integrated highway systems, investment in strategic highways infrastructure and local road improvements including the Springhead Bridge and proposals to upgrade the Fastrack bus service.
Green Corridors Programme	Improving connectivity between the existing and new communities and creating "green corridor" routes for pedestrians and cyclists to minimise car travel within the garden city. To also include the provision of additional green public realm space.

3.4 2018/19 programme capital expenditure draft outturn as at 30th April:

Pillar	Budget £'000s	Comments
Housing Commercial Utilities Transport Green Corridors and Signage	1,000 18,521 907	Spend on Electricity Spend on Springhead Bridge, A2 and Fastrack Spend on Green Corridors 1, Green Corridors 2 and Signage.
Sub-Total	20,428	Represents spend on projects in delivery
Additional Projects in Development	TBC	Opportunities identified for up to £40m spend.
Total	40,006	Target Spend for 2018/19

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4. Staffing Structure and Recruitment

- 4.1 The EDC has delegated authority to manage its own headcount in 18/19 as long as the costs of doing so can be accommodated within the EDC's total budget allocation for pay.
- 4.2 The Chief Executive has commenced an 18 month extension to his secondment from Homes England.
- 4.3 A permanent Head of Programme Management has been appointed following an internal recruitment exercise.
- 4.4 An internal candidate has also been recruited to the Assistant Programme Manager role in the Projects Team.
- 4.5 Part-time admin support to the Healthy New Towns Programme has now commenced on a fixed term appointment until 31st March 2019, funded by the HNT programme budget.
- 4.6 A new role in the Projects Team, Assistant Development Manager, is out to advert.
- 4.7 Three part-time, external staff are providing professional services to the Springhead Bridge project during the construction phase (Project Manager, Quantity Surveyor, and EDC Site Supervisor).
- 4.8 With the appointments and interim arrangements as set out above the headcount as at the 30th April 2018 was 28.8 FTE.