

# Ebbsfleet Development Corporation

<b>Board Meeting Part One</b>
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<b>Date of meeting :</b>	<b>21 November 2018</b>	<b>Paper Number:</b>	<b>EDC 018/088</b>
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<b>Title of paper</b>	<b>Finance and Operations Report – as at 31 October 2018</b>
<b>Presented by</b>	<b>Gerard Whiteman, Director of Finance</b>
<b>Sub-committee</b>	<b>Not applicable</b>

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

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## Highlights

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| <ul style="list-style-type: none"><li>• CDEL programme expenditure for year has been revised to <b><u>£24.5m.</u></b></li><li>• RDEL admin expenditure budget for year <b><u>£3.892m</u></b> plus <b><u>£2m</u></b> RDEL Programme Revenue Budget</li><li>• Supplementary Estimates process with MHCLG underway</li></ul> |
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## Introduction

1.1. This paper updates the Board on budgets, workforce and other operational issues for the month of October 2018 and the 2018/19 year-to-date/ forecast outturn position.

### 2. 18/19 Operational Budget.

2.1 The detail of the budget is shown at **Annex A**. 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 specifically 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 seven months of the year just over £20k has been received, but a further £33k has been received in November and it is projected that the full budgeted amount will be achieved by the year end.

2.2 The Pay budget covers the full budgeted headcount complement, together with Board member pay, and Agency/ Temporary staff. There are currently a number of planned vacancies in the organogram that result in savings against the Pay budget; in the Projects Team specifically the underspend accruing against vacant posts is being utilised to fund external expert Project Management resources on a call-down basis to bolster a smaller than budgeted permanent core team.

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## 3 18/19 Capital Budget

3.1 The original budget position for 18/19 reflected a capital spending requirement of up to £40m for the year, with full spend dependent on potential property/ land acquisitions and other project activities. In preparation for the Supplementary Estimates process, the EDC has revised the forecast outturn to £24.5m for the year, requesting that the unspent budget be rolled forward into the programme for future years.

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.

### 3.3 Infrastructure Delivery Plan – Programme Summary

Pillar	DESCRIPTION SUMMARY
<b>Housing Programme</b>	To complement the EDC’s activities in bringing forward developer activity that will deliver additional housing in the garden city at pace.
<b>Commercial Programme</b>	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.
<b>Utilities Programme</b>	To provide a co-ordinated strategic utility network across the Garden City. Establishing shared utility corridors and advancing the provision of strategic infrastructure.
<b>Transport Programme</b>	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.
<b>Green Corridors Programme</b>	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.

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3.4. 2018/19 programme capital expenditure as at 31<sup>st</sup> October:

<b>Pillar</b>	<b>Full Year Budget £000</b>	<b>YTD Actual £000</b>	<b>Comments</b>
Housing Commercial Utilities Transport	1,000 18,521	9,253	Spend on Electricity & other utilities Spend on Springhead Bridge, A2 and Fastrack
Green Corridors and Signage	907	162	Spend on Green Corridors 1, Green Corridors 2 and Signage.
<b>Sub-Total</b>	<b>20,428</b>	<b>9,415</b>	Represents spend on projects in delivery
Additional Projects in Development	4,072	-	Potential project activity to 31 <sup>st</sup> March 2019
<b>Total</b>	<b>24,500</b>	<b>9,415</b>	

## 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 is on an 18 month secondment from Homes England, due to end in September 2019.
- 4.3 A new Planning Registrations Officer has been recruited, and will take up post in November.
- 4.4 External Project Managers have been recruited to lead work on Transport, Parks & Open Spaces, and Stewardship.
- 4.5 Three external staff are providing professional services to the Springhead Bridge project during the construction phase (Project Manager, Quantity Surveyor, and EDC Site Supervisor).
- 4.6 A new Business Support Officer post is currently being advertised to provide additional admin support to the Programme Team.
- 4.7 With the appointments and interim arrangements as set out above the headcount as at the 31<sup>st</sup> October 2018 was 32.5 FTE.