

**PART I MINUTES [DRAFT FOR AGREEMENT BY THE BOARD]**  
**of the Board meeting of the Ebbsfleet Development Corporation (EDC)**  
**held at 13:00 on Thursday 18 October 2018 at**  
**The Observatory, Southfleet Road, Ebbsfleet**

**Board Members Present:**

Michael Cassidy CBE (Chairman)  
David Holt (Deputy Chairman)  
Sandra Fryer  
Louise Hardy  
Cllr Mark Dance (Kent County Council)  
Cllr David Turner (Gravesham Borough Council)  
Cllr Jeremy Kite MBE (Dartford Borough Council)  
Bob Lane OBE  
Ian Piper (EDC CEO)

**In Attendance:**

Julia Gregory	EDC Director of Projects
Mark Pullin	EDC Chief Planning Officer
Gerard Whiteman	EDC Finance Director
Mark Templeton	EDC Head of Communications
John McManus	MHCLG Deputy Director, Land & Housing Delivery
Colin Lovegrove	MHCLG Policy Team
James Richardson	Board Secretariat
Denise Johnson	Board Secretariat

**PART ONE**

**Item 1**

1.1 The Chairman opened Part One of the meeting, reminding attendees that this public part of the meeting was being broadcast live.

**Apologies**

1.2 No apologies were received.

1.3 The Chairman reported that he had received notice from David Lock that he was resigning from the EDC Board and would therefore not be attending the meeting. The Chairman put on record his thanks for David's work as a Board member and Chair of the EDC Planning Committee since the EDC was established. Appointing a replacement would be the responsibility of MHCLG. Arrangements would also now be made for ensuring that the Planning Committee could be covered until a new Chair was appointed.

**Declarations of Interest**

1.4 The Chairman reminded Board members to raise any potential conflicts of interest 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.

## **Part I Minutes of the 19 September 2018 Board Meeting**

1.5 The Part I minutes were approved.

### **Board Actions**

1.6 The Chairman noted that the majority of actions from previous Board meetings were complete, in progress, or due to be considered as agenda items, as set out in the Board Action Log.

1.7 Ian Piper reported continued delay to completing one Part I action, 03-05 (concerning the number of jobs at the Swanscombe Peninsula). He said that the EDC was still awaiting this information and that although he had hoped to report the findings to the October Board, there was continued delay to this information being provided.

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

#### **2(a) Interim CEO's Strategic Report (Paper 018/076)**

2.1 Ian Piper presented Paper 018/076, updating on the EDC's progress since the September Board meeting. Ian's report confirmed that having received Ministerial approval, the EDC had now published its updated Corporate Plan, including KPIs and associated targets.

2.2 Ian explained that the Corporation was now at the mid-point of the 5 year Plan, and that the challenges ahead were becoming very clear. Priorities for the EDC would be to unlock delivery of the Central Area and the Swanscombe Peninsula. Ian reported that there had been good progress on house-building and on other Garden City matters, but we need a continuing focus on creating a great place to live, and on securing long-term stewardship.

2.3 With regard to delivery performance for 2018/19, Ian explained that the EDC was well on track to deliver the housing KPIs, with 323 homes completed so far this year, exceeding the total for the whole of the previous year. This brought the total completed homes in the Garden City to 1,174.

2.4 On 28 September, Ian had delivered an update on the Garden City to the Board of the South East Local Enterprise Partnership (SELEP). Ian explained that at the meeting the LEP Board had discussed the Government's review of LEPs across England and their proposed submission regarding the geography of the current LEP – supporting a continuation of the current area. The EDC would monitor any developments and report back to Board as required. Ian reported that he had also given a presentation on 18 September to the Board of the North Kent Enterprise Zone Board, attended the launch of the Medway Innovation Park, and attended a dinner hosted by the Kent Developers' Group where discussion covered the current state of the property market and solutions to encourage economic growth across the County.

2.5 Ian advised that the formal consultation process on the Lower Thames Crossing had commenced on 10 October, running until 20 December 2018. The Chairman commented that this had received good coverage in the press and that to date it had appeared to be a very well run process.

2.6 Ian provided a short progress update on major projects: Swanscombe Peninsula, Northfleet Embankment West (incorporating Grove Road) and the Central Area. Ian explained that there was no significant news to report regarding the Swanscombe Peninsula. On Northfleet West, the EDC was preparing a Business Case for EDC Board consideration in

November on land assembly options. Work on the Central Area continued with the Cross Whitehall Group working to develop a strategy for unlocking delivery. To support the EDC's Spending Review bid work the Corporation had appointed economic development consultants.

2.7 Cllr Kite commented on the Swanscombe Peninsula update and stated that, in respect of the London Resort proposals he had hoped that detail on travel intentions might have been received by now, particularly in respect of visitor numbers as the transport challenges in the area needed to be managed. Louise Hardy asked whether the delays to the Development Consent Order were having any effect on the A2 junction improvements; Ian Piper reported that Highways England were delivering the scheme in line with previously agreed plans and that there continued to be good progress.

2.8 Ian finished his report with a staffing update, advising that appointments had been made for a Design Advisor and a Community & Health Project Manager for the Healthy New Towns Programme. Following a recent resignation, the process had also started to replace the Planning Technical Officer.

2.9 The Board **NOTED** the update.

## **2(b) Communications Update (Paper 018/077)**

2.10 Mark Templeton gave an update on media coverage, in particular highlighting social media notices following the previous night's Planning Committee decisions. He explained that during the month the Garden City had been featured in the Homes & Property section of the Evening Standard, and that media mentions had also been made of the affordable homes available in the area together with fibre-optic broadband for all homes and the High Speed rail link. The Garden City had also been mentioned in a series of trade press articles relating to Shepherd Neame's full year results, and in relation to the company acquiring a site in the Garden City to build a new pub and hotel.

2.11 Mark advised that a press release had been prepared with Balfour Beatty informing local media that Balfour Beatty had made a donation of soil to help finish a community garden in Northfleet. Conversation moved to Crossrail with the Chairman commenting on the good media coverage. Bob Lane reported that there had been good coverage and support for the project in the Evening Standard, and that whilst this was not an Ebbsfleet-specific story the article argued strongly in favour of the proposed extension. Cllr Kite said that there appeared to be very positive signs emerging in favour of the extension.

2.12 Mark moved to his update on the website, explaining the viewing statistics: 2,972 individuals visiting the EDC website, looking at 11,472 pages. He stated that the most popular pages were the Implementation Framework, planning pages and "work for us", where several jobs had been advertised recently. He drew attention to Annex B of his paper detailing a usage graph and data on how news was being perceived and key word indicators.

2.13 Mark explained that social media posts had reached almost 90,000 people across Twitter, Linked In and Facebook with the most popular post being about Cherry Orchard Primary School and the neighbouring Castle Hill Community Centre which had been shortlisted in the Kent Design Development Awards. David Holt queried the decline in website views, Mark explained that this often occurs during the summer months and that an increase in views would correlate with major announcements.

2.14 The Board **NOTED** the update.

### Item 3      Chief Planning Officer's Report

#### **Planning and Housing Delivery Programme (Paper 018/078)**

3.1 Mark Pullin introduced his paper, updating the Board on the outcome of the previous day's Planning Committee where two items had been approved totalling 495 homes. The Committee also considered the planning activity report and S106 contributions report, a new report to be presented every 6 months. Mark confirmed that EDC was exceeding the targets covering 'major' and 'non-major' applications in the MHCLG statutory returns.

3.2 Mark continued, explaining that reporting to Planning Committee now included income received from developer contributions and that as development progresses, more triggers are reached, and more payments were required. The report covered all payments to EDC including affordable housing, off-site transport and ecological mitigation. Since publication of the report the EDC had also received information from KCC on contributions for various county services.

3.3 Mark explained Annexes A to E attached to his paper, containing a summary of the planning permissions, live applications, current site activity and milestones for the next month. He drew attention to Springhead Park Phase 3 developments; Ebbsfleet Green and North Riverside residential, parks and commercial, explaining the slight delay with the Keepmoat figures (which are awaiting their comments) and Swanscombe Peninsula figures from Croxton and Garry.

3.3 Mark covered the annual stats and completion figures for 2018/19 as set out in Annex F and drew attention to an error in the built homes figure which should have been 1,174.

3.4 Moving on to the November programme for the Planning Committee, Mark said that there may be a few gaps in the scheduling around or after Christmas.

3.5 David Holt asked how Planning dealt with the area that connected existing and new housing developments. Having recently viewed the Castle Hill development, he felt that there were parts where there appeared to be two different sides of the road – referring to existing and new builds. He acknowledged that the geography was not helpful, but asked about the introduction of green corridors to integrate developments. Mark responded that there were plans to overcome this, and the Board agreed to discuss in more detail at a future meeting.

3.6 The Chairman returned to the S106 contributions report and it was agreed that this should be reported to the Board annually by category of expenditure.

3.7 The Board **NOTED** the planning and housing delivery update.

<b>01/10</b>	EDC to provide plans for the Green Corridors project around Eastern Quarry and Swanscombe  <b>Action: Mark Pullin</b>
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## **Item 4 Finance Director's Report**

### **Finance and Operations Report (Paper 018/079)**

4.1 Gerard Whiteman presented Paper 018/079, reporting on the EDC's budget, workforce and other operational issues for the period to the end of September 2018 and the 2018/19 year-to-date/forecast outturn position.

4.2 Gerard reported on the 2018/19 capital and operational budgets and summarised the operational detail provided at Annex A to his paper, explaining that spending was currently behind on budget.

4.3 Gerard explained that EDC staff would receive annual pay increases and although not Civil Servants, were remunerated according to Government pay scales. He also explained that recruitments were progressing well.

4.4 Gerard advised the Board that the 2018/19 capital forecast was currently under review and that the £40 million estimate was likely to be revised for next month's Board report.

4.5 The Board **NOTED** the finance and operations update.

## **Item 5**

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

5.1 The Chairman confirmed that a number of public questions had been received, and that these questions and the responses were available on the EDC's website.

**The Chairman declared the public part of the meeting closed. 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.**

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Chairman's signature:

Date: