

# Ebbsfleet Development Corporation

<b>Board Meeting Part</b>	<b>One</b>
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<b>Date of meeting :</b>	<b>19 June 2019</b>	<b>Paper Number:</b>	<b>EDC 019/045</b>
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<b>Title of paper</b>	<b>Finance and Operations Report – as at 31 May 2019</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 19/20 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 - 2019/20 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 not formally confirmed by MHCLG

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## Highlights

- CDEL programme expenditure in May 19 - £313k
- RDEL Admin & Programme Revenue expenditure in May 19 - £465k
- NAO audit of 18/19 accounts continues

## Introduction

- 1.1. This paper updates the Board on budgets, workforce and other operational issues for the month of May 2019 and the 2019/20 forecast outturn position.
2. **19/20 Operational Budget.**
  - 2.1 The detail of the budget is shown at **Annex A**. The indicative net operational revenue budget for 19/20 (not yet formalised by MHCLG) is £3,743,000 (compared to a net budget of £3,892,000 for 2018/19) with an additional £2m of revenue support specifically for programme expenditure.
  - 2.2 As part of the net operational budget, the corporation generates planning fee income, which is budgeted at £75k for 19/20. It is expected that several applications that were planned for submission during 18/19 will be lodged in 19/20 and that actual income at the year end from Planning Fees may exceed budget. As at the end of May 19, the actual receipts from Planning Fees were £11k.
  - 2.3 The Pay budget covers the full budgeted staffing complement, together with Board member pay, and Agency/ Temporary staff. There are currently a number of planned vacancies in the organogram that result in ongoing savings against the Pay budget; in the Projects Team specifically the underspend accruing against vacant posts is mainly being utilised to fund external Project Management resources.

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## 3 19/20 Capital Budget

3.1 The original forecast position for 19/20 is a capital spending requirement of up to £66m for the year.

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 2019/20 programme capital expenditure as at 31<sup>st</sup> May:

<b>Pillar</b>	<b>Full Year Budget £000</b>	<b>Year to Date Spend £000</b>	<b>Comments</b>
Housing	TBC	30	Acquired sites
Commercial	TBC	0	
Utilities	TBC	0	
Transport	TBC	518	
Green Corridors and Signage	TBC	16	Springhead Bridge Green Corridors
<b>Total</b>	<b>66,000</b>	<b>564</b>	

## 4. Staffing Structure and Recruitment

- 4.1 The EDC has delegated authority to manage its own headcount 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 Several external Project Managers have been recruited to lead work on Transport, Parks & Open Spaces, Green Corridors and Stewardship.
- 4.4 Three external staff are providing professional services to the Springhead Bridge project during the construction phase (Project Manager, Quantity Surveyor, and EDC Site Supervisor).
- 4.5 The Assistant Project Manager vacancy is being covered by an interim external incumbent.
- 4.6 We have made an offer to a candidate for the Major Projects Development Manager role and this has been accepted. We expect them to start mid-August.
- 4.7 Maternity cover for the Finance Officer role is being provided by a part-time agency appointment. Recruitment for additional Finance staff to commence imminently.

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4.8 With the appointments and interim arrangements as set out above the headcount as at the 31<sup>st</sup> May 2019 was 38.55 FTE

## **5. Board and Recruitment**

5.1 MHCLG has procured specialist consultants to facilitate the recruitment of two new Board members. The appointments are hoped to be finalised by Autumn 2019.

5.2 Following the local council elections in May, Councillor John Burden as the new Leader of Gravesham Council has been proposed as the Local Authority representative for Gravesham – the relevant paperwork is awaiting approval by MHCLG.