

**Part I MINUTES**  
**of the Board meeting of the Ebbsfleet Development Corporation (EDC)**  
**held at 13:00 on Wednesday 22 January 2020 at the Eastgate Community Centre,**  
**141 Springhead Parkway, Northfleet, Gravesend, Kent DA11 8AD**

**Board Members Present:**

Michael Cassidy CBE (Chairman)

Sandra Fryer

David Holt

Cllr Jeremy Kite MBE

Bob Lane OBE

Cllr John Burden (*attending as the Gravesham Borough Council nominated representative, awaiting Secretary of State confirmation*)

Cllr Mike Whiting (*attending as the Kent County Council nominated representative, awaiting Secretary of State confirmation*)

Ian Piper (EDC CEO)

**Apologies:**

Louise Hardy

**In Attendance:**

Colin Lovegrove

MHCLG

Janet Davies

EDC Project Manager (for Julia Gregory, Director of Projects)

Kevin McGeough

EDC Head of Strategy and Placemaking

Mark Pullin

EDC Chief Planning Officer

Mark Templeton

EDC Head of Communications

Gerard Whiteman

EDC Director of Finance

Denise Johnson

Board Secretariat

Christie McNicol

Board Secretariat

James Richardson

Board Secretariat

**PART ONE**

**Item 1**

1.1 The Chair opened Part I of the meeting and welcomed members of the public who were present. The Chair advised that Cllr Mike Whiting and Cllr John Burden's formal appointments were both still awaiting formal Ministerial approval.

**Apologies**

1.2 There were apologies from Louise Hardy. Julia Gregory had also sent her apologies, with Janet Davies, EDC Project Manager, attending in her place.

**Declarations of Interest**

1.3 The Chair 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 18 December 2019 Board Meeting**

1.4 The Part I minutes were approved.

## **Board Actions**

1.5 Ian Piper advised that there were no Part I actions open from previous Board meetings. Actions were complete, in progress, or due to be considered as agenda items, as set out in the Board Action Log.

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

#### **2(a) CEO's Strategic Report Updates (Paper 020/001)**

2.1 Ian Piper presented Paper 020/001, updating on the EDC's progress since the December Board meeting. He advised that although it had been a short working month due to Christmas, the EDC had been continuing to work hard to deliver on the 2019/2020 targets before the end of the financial year.

2.2 Ian reported good progress on housing delivery, with the overall housing completion total for the year having reach 480 at the end of December. With the annual target being 580, Ian confirmed that the Corporation was on target to achieve this. On the subject of housing delivery, Ian informed Board that work was now starting again on the Castle Hill village centre housing units following the failure of a contractor prior to Christmas.

2.3 On capital spend, Ian reported that the current full year forecast remained at £62m, although this was now being reviewed and would be likely to reduce. Ian also informed Board that the EDC had still not had its admin budget for 2020 confirmed.

2.4 On project progress, Ian said that the EDC had started procurement for the consultant team for Ebbsfleet Central and there had been over 100 expressions of interest for the Master Planning & Urban Design work, indicating the high profile and interest in this project. There had also been good progress on other EDC projects, and images had been included in the Annex to his paper. Of particular note was the Springhead Bridge which was on schedule to be opened by the end of March or beginning of April 2020, and also at Grove Road where the EDC was continuing its land assembly work.

2.5 Cllr Kite raised concerns from local people that the Bridge could become a short cut route, increasing traffic through Springhead Park. He said that the EDC Board had a responsibility to work to prevent this from happening. Bob Lane agreed, and said that speed restrictions and traffic calming measures would need to be put in place.

2.6 Finally, Ian said that he had attended a meeting the previous week to discuss LRCH's progress at Swanscombe Peninsula. At the meeting LRCH had shared the imagery which had been released to the public before Christmas. LRCH continued to report that the DCO was targeted for submission later in 2020.

2.7 The Board **NOTED** Ian's update.

#### **2(b) Ebbsfleet Living Annual Review (Paper 020/002)**

2.8 Kevin McGeough presented Paper 020/002, summarising the community building activity which had taken place in 2019. Kevin noted that at the beginning of 2019, the EDC Placemaking team had various meetings and workshops with the public, with the aim of finding out what local people wanted and to involve the community in the design of local parks, community infrastructure and events.

2.9 The Gathering's success as a community event was noted, with 500-600 attendees at the event in March 2019. Kevin said that the event brought together new and existing

communities and focused on social inclusion. The Board were informed that the next 'Winter' Gathering would be taking place on Friday 7 February 2020.

2.10 Kevin updated the Board on the various community projects his team had been involved in throughout the Garden City during the year, paying particular attention to the success of Edible Ebbsfleet, with 10 sites now across the Garden City and a further 3 planned for 2020. The increased use of the BetterPoints app was also discussed, with 551 new active members since March 2019, making a sum of 1318 active users across the Garden City.

2.11 Kevin also reported on the Community Investment Fund, stating that over £20,000 had been awarded to local groups in the new and existing communities in 2019. Kevin said that the EDC had been actively seeking to attract additional, external funding from various organisations, including Innovate UK, Construction Industry Training Board (CITB), Arts Council England & DCMS. Sandra Fryer noted that as these funds were large sums of money, EDC should set high ambitions and work hard to achieve these.

2.12 Finally, Kevin outlined feedback from residents, confirming that this was being fed into EDC projects as they are developed. He said that his team was continuing to connect with community groups and also attending Residents' Association meetings. The Ebbsfleet Community Board was due to be formally established very soon, and applicants for places on the Board had met together with other Community Board members on 21 January 2020. Cllr Kite noted this had been a very positive meeting.

2.13 David Holt congratulated the EDC on the community work, and suggested that the progress that had been made should be reflected in the EDC's Annual Report and Accounts. Sandra Fryer asked about the Cultural Development Fund; she said that as this was a substantial amount of funding, it was important that a robust project plan was put together for this work.

2.14 The Board **NOTED** the update.

<b>01-01</b>	Ensure that Ebbsfleet community building successes are referenced in the 19/20 Annual Report and Accounts <b>Action: Gerard Whiteman</b>
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## **2(c) Communications Update (Paper 020/003)**

2.15 Mark Templeton introduced Paper 020/003 updating the Board on communications activity throughout the month. Starting with media, Mark noted that the majority of press related to information about the new pub/hotel in Castle Hill - the Chalk Yard. There had also been media interest in a new planning application for a takeaway, an update in trade press on Springhead Bridge and also a feature on the Garden City in two reviews of the year.

2.16 Mark reported that the EDC website was viewed by 3,461 individuals in December. The most popular page continued to be the story on the archaeological find at Springhead Bridge, and it was noted that during the last month, 25% of website traffic came from Real Clear History (a US company owned by Forbes), on posts regarding Springhead Bridge.

2.10 The Board **NOTED** the update.

### Item 3      Chief Planning Officer's Report

#### **Planning and Housing Delivery Report (Paper 020/004)**

3.1 Mark Pullin reported Paper 020/004. He said that in December the Planning Committee had met and approved the new Castle Hill pub application. Matters raised had revolved around car parking, opening hours and the use of external space. Mark also said that before the main Committee meeting, David Wilson Homes had presented their idea for the 'Swanscombe Edge' zone of Alkerden Village. EDC were now expecting an application for 140 to 160 homes in the area to be submitted.

3.2 Mark said that Planning Committee would meet again on Wednesday 22 January following the Board meeting to consider Phase 4 by Redrow at Ebbsfleet Green for 133 additional homes. Mark stated that this Phase would include affordable provision and some wheelchair accessible units.

3.3 Reporting on Section 3 of this report, Mark said that the Dartford Local Plan was under consultation and the EDC would be discussing its response later in the meeting. Mark noted that EDC staff would be supporting a drop-in event at the Ebbsfleet International Station in February. On Section 4 of his report, Mark highlighted a large influx of submissions before Christmas. These applications included the Education Campus at Eastern Quarry and the temporary Primary School at Ebbsfleet Green. He said that the EDC was expecting to receive the application for the permanent school in the near future. He also mentioned the receipt of the Croxton & Garry plans, and a significant number of planning conditions; Craylands Lane, the Keepmoat scheme and Springhead Park.

3.4 Mark concluded by reporting on housing numbers. The total as at end Quarter 3 was 480, and looking at forecasts for the remaining Quarter, the EDC expected to deliver on its full year target of 580 homes.

3.5 Board members discussed Mark's report. There was interest in the origin of the modular units being used to construct the Springhead school, the progress of which was noted. Sandra Fryer asked about welcome packs for new residents, and Mark said that whilst these were not generally included in planning consents, most developers tended to prepare packs. Sandra said this had been raised at the meeting of Community Board applicants, and the EDC might want to consider doing more in this area.

3.6 The Chair highlighted recent media on car parking. Mark said that the EDC consulted with the Highways Authority on every planning application received, and also referenced the work in the Ebbsfleet Implementation framework and the Design for Ebbsfleet guidance. Board discussed sustainability, and the future public transport provision in Ebbsfleet. Sandra noted the importance of balancing the historic planning permissions the EDC was delivering under with the growing sustainability agenda. Bob Lane said that car parking was always one of the key topics discussed at Planning Committee, and so the matter was getting a good level of scrutiny and discussion.

3.7 The Board **NOTED** the update.

## **Item 4**      **Finance Director's Report**

### **Finance and Operations Report (Paper 020/005)**

4.1 Gerard Whiteman presented Paper 020/005 updating Board on budgetary, workforce and other operational issues for the month of December 2019.

4.2 Gerard summarised the budget position shown at Annex A to his paper and advised that the indicative net operational budget for 19/20 of £3,743,000 had been formally confirmed by MHCLG. He noted that temporary rental income, currently estimated at £200,000 for 19/20, was being generated from the acquisition of the Central Area and MHCLG had also now confirmed that these receipts could be used in-year to fund further EDC activities. With regards to the 19/20 Capital Budget, Gerard stated that the current outturn forecast remained unchanged from the previous report at £62m, although this is under further review and is likely to reduce.

4.3 Gerard continued, noting that two recruitment processes were now underway seeking project managers to lead work on the proposed HEIQ and Health & Wellbeing Hub Projects.

4.4 The Board **NOTED** the update.

## **Item 5**

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

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

**The Chair 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.**

## **Summary of Part II Agenda Items and Decisions**

**(to be published with online version of Part I Minutes by end of w/c 21 February)**

### **Item 6**

The Board approved the Part II minutes of the previous month's Board meeting.

### **Item 7 CEO'S Commercial/Confidential Update (Paper 020/006)**

The Board received an update on commercially confidential matters from the CEO, including on Ebbsfleet Central, Swanscombe Peninsula, land acquisition at Grove Road, and EDC priorities for the coming year. The Board noted the update and approved the recommendations as set out in the paper.

### **Item 8 Quarterly Performance Report (Paper 020/007)**

The Board received the Quarter 3 performance report from the CEO, reporting on performance against key performance indicators and also progress against the annual Business Plan. The Board noted the update.

### **Item 9 Investment Programme (Paper 020/008)**

The Board received an update on the EDC Investment Programme and on project progress from the Projects Director. The Board noted the update.

### **Items 10 Dartford Local Plan (Paper 020/009)**

The Board considered the EDC's response to the consultation and agreed a response that could be formally submitted.

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Chairman's signature:

Date: