

PART I MINUTES
of the Board meeting of the Ebbsfleet Development Corporation (EDC)
held at 13:00 on Wednesday 21 October 2020 by video conference

Board Members Present:

Michael Cassidy CBE (Chair)

David Holt (Deputy Chair)

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

Sandra Fryer

Louise Hardy

Cllr Jeremy Kite MBE

Bob Lane OBE

Lord Moylan

Ian Piper (EDC CEO)

Nick Shattock

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

Apologies:

MHCLG did not send a representative to the meeting this month

In Attendance:

Julia Gregory	EDC Projects Director
Mark Pullin	EDC Chief Planning Officer
Gerard Whiteman	EDC Director of Finance
Kevin McGeough	EDC Head of Strategy and Placemaking
Jen Hunt	EDC Head of Ebbsfleet Central
James Richardson	Board Secretariat
Denise Johnson	Board Secretariat

PART ONE

Item 1

1.1 Board members were welcomed to the meeting, which was taking place by video conference as a result of the ongoing Covid-19 pandemic.

1.2 Board members noted that Part I of the meeting was being recorded and that the video would be published on the EDC's website immediately after the meeting. The Board also noted that Part I papers had been made available on the Corporation's website.

1.3 The Chair noted that whilst Cllr Mike Whiting and Cllr John Burden's appointments were progressing through the required Government approvals process, both were still awaiting final approval. He said that given the length of time this process had been taking there were now weekly updates with MHCLG's sponsorship team for the EDC to check on progress. Cllr Burden said that it had now been 18 months since his nomination had first been sent to MHCLG. He added that this delay was very concerning as it meant that the residents of Gravesham did not have formal representation on the Board, and that it also placed the Board at risk of not being quorate in the future.

Apologies

1.4 No apologies were received from Board members. It was noted that no MHCLG representative was in attendance this month.

Declarations of Interest

1.5 Cllr John Burden raised an interest as Leader of Gravesham Borough Council in respect of various EDC projects in the Gravesham area. No other declarations are made. The full register of Board member declarations as recently updated is available from the EDC website.

Part I Minutes of the 16 September 2020 Board Meeting

1.6 Cllr Burden said that he wished to raise some comments about the Part 2 minutes in respect of the discussion regarding the London Resort consultation process, as he did not feel the draft accurately reflected his comments at the time. The Board approved the Part I minutes of the Board meeting in September.

Board Actions

1.7 Board members noted the closure of three actions since the last meeting. Remaining 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 020/097)

2.1 Ian Piper's Part I CEO report was Paper 020/097. This provided an update on a number of matters including the EDC's ongoing response to the Covid-19 pandemic, the recent London Resort consultation, Eurostar and also EDC strategic priority projects. The report also confirmed that the EDC had received written approval from MHCLG for the 2020/21 Business Plan and that this had now been published.

2.2 Ian said that since the paper had been issued, the EDC had learnt that the LRCH DCO submission could now be as soon as 21 November. On Eurostar, Ian said that he had now met with representatives of the organisation and described the EDC's ambition for the Garden City. He said that Eurostar had explained the reasons for their decision to pause services stopping at Ebbsfleet. This included a drop in overall passenger numbers of around 95%. The meeting overall had been positive and Ian and Eurostar had agreed to keep in regular contact. Finally, Ian confirmed to Board the positive news that MHCLG had now approved the EDC's full business case for the formation of the new Ebbsfleet Garden City Trust stewardship vehicle.

2.3 The Chair invited comments and questions from Board members. Lord Moylan requested that a note be prepared for the new Board members on the background to the issues of Garden City stewardship and also on the role of the new Trust. Ian agreed to do this before the next Board. David Holt suggested a plan for the EGCT could come to Board in the coming months. Ian confirmed this was scheduled for the Board meeting in December. On rail, Cllr Whiting highlighted the wider impact of Covid 19 on HS1 and other line users as well as Eurostar, and Sandra Fryer reported that she had travelled to Ebbsfleet recently and noticed that some of the station shops and services appeared to have closed down.

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

01-10	Provide a briefing note on Garden City stewardship and the role of the Ebbsfleet Garden City Trust to Board members in advance of the November Board meeting Action: Ian Piper
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2(b) Ebbsfleet Living (Paper 020/098)

2.5 The Ebbsfleet Living update was Paper 020/098, prepared by Kevin McGeough. The paper covered community building across the Garden City. Kevin started the item by showing the four minute version of the EDC's new Garden City Placemaking video, documenting events and key milestones in the period September 2019 to August 2020. Board noted that the full 12 minute version was available on the EDC's website.

2.6 The Chair congratulated the team on the video, and invited comments and questions from the Board on the video and on the Ebbsfleet Living paper. Sandra Fryer said that the video was very powerful, and that it was important the EDC maximised its potential. Cllr Burden said that he would have liked to have seen more references to Gravesend and Northfleet in the video, and that it seemed unbalanced towards Dartford. Bob Lane said that the video showed that a huge amount was going on across the Garden City, and that it was very frustrating for Board members that Covid 19 was preventing them from getting out and engaging with local people and projects. Cllr Kite referred to the Community Board, and said that the video showed the potential for local people to now begin to take a greater role in decision making in the local area; he reiterated his comments from last month that it would soon be time for politicians to begin to step away from the Community Board. Cllr Whiting briefly raised the issue of parish councils, and Cllr Kite and Cllr Burden responded on the challenges of this as a solution for Ebbsfleet. Nick Shattock suggested that future filming could include a greater focus on what is special about living in a Garden City, including environmental sustainability, use of technology, and new ways of working post Covid 19.

2.7 Kevin responded to the points raised. He said that the video would be used as widely as possible, including to promote a new call for interest to join the Ebbsfleet Garden City Community Board. Kevin assured Cllr Burden that the film has taken a balanced approach and that the longer 12 minute version included a number of interviews with Gravesham residents and community representatives. Kevin suggested that once the restrictions of the pandemic were lifted the EDC would seek opportunities for Board members to begin to visit Garden City communities and projects again. Ian briefly responded to the issue of parish councils, and said that the note to Board members requested by Lord Moylan earlier in the meeting on stewardship would also refer to the challenges of parishing the area.

2.8 The Board **NOTED** the update.

2(c) Communication (Paper 020/099)

2.9 The Communications update was Paper 020/099. The paper covered communications activity during the past month, including an update on media involving the Garden City, social media activity and website views.

2.10 The Board **NOTED** the update.

2(d) Board Committee Appointments (Paper 020/100)

2.11 Paper 020/100 was presented by Ian Piper and concerned Board member appointments to the Board sub-committees and also to other EDC groups with Board member involvement.

2.12 Cllr Burden raised the matter of his appointment to the Board which had still not been formally approved by the Secretary of State. He said that he had now been waiting 18 months, and the time it was taking MHCLG to approve Board appointments put the Board at risk of not being quorate in the future. The Chair said that he and Ian were continuing to raise this matter with the Department. Ian said that he had been raising the matter for many months, and that he had raised it again that morning with the EDC's sponsor Director in MHCLG. The latest update from MHCLG was that the approvals requests for both Cllr Burden and Cllr Whiting were still with the Ministerial offices. Lord Moylan urged Ian to continue to press MHCLG for a resolution to this matter.

2.13 The Board **AGREED** the appointments as set out in the report with immediate effect.

02-10	Appointments to the Board sub-committees and other EGC groups to be actioned with immediate effect. Action: Ian Piper
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Item 3 **Chief Planning Officer's Report**

Planning and Housing Delivery Report (Paper 020/101)

3.1 The Planning Report was Paper 020/101 prepared by Mark Pullin. The paper covered an update on the work programme for the Planning Committee, a summary of activity across the development sites, a planning update on the London Resort, information about the Special Development Order concerning Car Park D at the International Station, housing delivery progress and also an update on other planning related matters.

3.2 The Chair asked for any comments or questions. Cllr Burden raised the matter of the historic Bear Pit at Northfleet Embankment East; he said that there was a strong local group that was keen to see this opened up and that it was likely the EDC would receive objections if this was not part of the proposal.

3.3 The Board **NOTED** the update.

Item 4 **Finance Director's Report**

Finance and Operations Report (Paper 020/102)

4.1 The monthly Finance and Operations Report was Paper 020/102, prepared by the Finance Director. This focused on the Corporation's capital and revenue spend and forecasts for the remainder of the year, staffing and an update on relevant governance matters.

4.2 The report stated that the total admin and programme revenue spend for September had been £497k, with programme capital spend for the month of £2.32m. The report confirmed that the EDC had received agreement from MHCLG to utilise income from receipts for the current financial year, and highlighted two recruitment exercises that were underway – those for the roles of Skills Coordinator and Asset & Facilities Manager.

4.3 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 would now be published on the EDC's website.

5.2 It was noted that a video of Part I of the meeting would be made available on the EDC's website following the meeting, and that the Part I minutes of the meeting would be made available online once agreed by Board at the November meeting.

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 October Board Meeting Part II Agenda Items and Decisions

Item 6

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

Item 7 **CEO'S Commercial/Confidential Update (Paper 020/103)**

The Board received an update on commercially confidential matters from the CEO, focusing primarily on the London Resort proposal. The Board NOTED the update.

Item 8 **EDC Priorities for 2021-25 – Draft Ministerial Briefing Note (Paper 020/104)**

The Board received a report from the CEO on the EDC's draft priorities for the period 2021-25. The Board provided a steer on content and AGREED that the report should be submitted to MHCLG once the Board's comments were incorporated.

Item 9 **2020/21 Mid-Year Performance Report (Paper 020/105)**

The Board received the mid-year performance report from the CEO. The Board NOTED the performance report.

Item 10 **Investment Programme Report (Paper 020/106)**

The Board received an update on the EDC investment programme and on EDC projects. The Board NOTED the update.

Item 11 **Investment Programme Report: Ebbsfleet Central Update (Paper 020/107)**

The Board received the monthly progress update on the Ebbsfleet Central Project, and discussed project progress and a number of commercially sensitive issues. The Board NOTED the report. The Board also made a decision (not included in this Part I summary of the discussion due to commercial sensitivity).

Item 12 **Investment Programme Report: Smart Transport Full Business Case (Paper 020/108)**

The Board received the Full Business Case for investment in a Smart Transport - Urban Traffic Management and Control (UTMC) project. The Board APPROVED capital grant funding of £3.63m and revenue costs of £0.18m for the project based upon the Business Case presented to Board.

Item 13 **Investment Programme Report: Outdoor Spaces for Education Full Business Case (Paper 020/109)**

The Board received the Full Business Case for the Outdoor Spaces for Education project. The Board APPROVED investment of £273,000 (capital) on listed facilities at the four identified schools based upon the Business Case presented to Board.

Chairman's signature:

Date: