

**Company Number: 10319743**

**North Essex Garden Communities Limited (Company)**

Minutes of a meeting of the Board of Directors of the Company held at Rowan House, 33 Sheepen Road, Colchester CO3 3WG on 18 February 2020 at 4.00pm (**Meeting**).

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**PRESENT:**

Cllr John Spence CBE (Chairman & Voting Director)	Essex County Council
Cllr Graham Butland	Braintree District Council
Cllr David King	Colchester Borough Council
Cllr Neil Stock OBE	Tendring District Council

**Invited Attendees (non-voting and observers only):**

Braintree DC:	Andy Wright, Dominic Collins (observer)
Colchester BC:	Cllr Julie Young, Adrian Pritchard
Tendring DC:	Ian Davidson, Ewan Green
Essex CC:	Steve Evison
NEGC:	Richard Bayley, Louise Denyer (Minutes and item 9), Judith Robinson (for items 7 & 8)

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**1 NOTICE AND MEETING OF QUORUM / WELCOME & INTRODUCTIONS**

1.1 The Chairman announced that all those persons entitled to receive notice of and attend Board meetings of the Company had been given notice of the Meeting and, a quorum being present (either in person or by telephone), the Chairman declared the Meeting open.

**2 APOLOGIES FOR ABSENCE**

2.1 The following apologies were given for this meeting of the Board Directors and those attending in an advisory capacity: Cllr Gabrielle Spray & Emma Goodings (Braintree DC), Cllr David Finch & Mark Carroll (Essex CC), Ian Vipond (Colchester BC), Cllr Carlo Guglielmi (Tendring DC).

**3 DECLARATIONS OF INTEREST**

3.1 No new declarations of interest were received.

**4 MINUTES & ACTIONS LOG FROM MEETING ON 17 DECEMBER 2019**

4.1 The minutes and actions from the Board meeting held on the 17 December 2019 were agreed as a true and accurate record of that meeting.

4.2 In terms of the Actions Log, the proposed 02 July date for the Board to Board meeting with Homes England will need to be reviewed as this clashes with the day of the LGA Conference. It was also reported that Uttlesford DC are likely to take a decision on their Local Plan around the end of March.

**5 MD UPDATE**

5.1 Richard Bayley provided a verbal update on the progress of the work undertaken by the programme team. As part of the follow up to the NEAs Local Plan Examination in Public, NEGC has continued to contribute to the Inspector's further requests for information. Furthermore, subject to a positive Local Plan outcome, masterplanning and other associated work for the Tendring Colchester Borders site in particular, is planned to commence at pace.

To support the drafting and deliverability of the Medium-Term Business Plan, work on medium-term funding solutions is being advanced. Additionally, discussions with potential investors regarding long-term infrastructure funding continue in a positive vein. Finally, the East of England All Party Parliamentary Group (APPG) was referenced as a useful communication channel where the profile of North Essex Garden Communities could be raised. The following action was therefore requested:

Reference	Action	Action Owner	Due Date
2002-5.1.1	<i>Liaise with ECC to confirm which Essex MPs should attend the East of England APPG.</i>	<i>Richard Bayley</i>	<i>19/03/2020</i>

5.2 The Board RESOLVED to:

5.2.1 Note the verbal MD Update.

## **6 GROWING PLACES FUNDING SUBMISSION**

6.1 The Board was presented with a paper detailing the recent submission that has been made to the SELEP Growing Places Fund to attempt to secure a low-interest loan of £3.5m that could potentially contribute to the capital expenditure of NEGC Ltd over the next two years. It was noted that there are several stages that this bid needs to go through before confirmation of whether the bid has been successful, which will take place over the next couple of months.

6.2 The Board RESOLVED to note that all shareholders will need to individually consider whether the following provisions are acceptable, should the funding bid be successful:

6.2.1 Before funding is drawn down, the NEGC Ltd Medium-Term Business Plan will need to have been approved by all shareholders;

6.2.2 All shareholders will be expected to accept their share of the risk and any potential loss from non-payment by NEGC Ltd;

6.2.3 To mitigate risks the first drawdown will not take place until a positive response has been received from the Planning Inspector in respect of the North Essex Authorities' Local Plan Section 1 Examination in Public.

6.3 Active support from the Members and senior officers at the four Councils will be crucial in securing approval from the SELEP Investment Panel and Accountability Board.

## **7 2019/20 PROGRAMME & BUDGET MILESTONE REVIEWS (OCTOBER & DECEMBER)**

7.1 The Board reviewed the progress of the programme and budget spend against the milestones that had been agreed at the start of the year. As at the end of October 2019, NEGC costs were under budget and the programme plan was on track. It was originally intended that the next milestone would be at the end of January 2020 but in view of the decision taken by Colchester BC's Full Council before Christmas, it was felt appropriate to produce a milestone report for the end of December 2019. The latter paper reported that the NEGC budget was on track and set out the agreed amendments to the timescales for decision making in relation to the preferred delivery vehicle model and corresponding oversight authority arrangements, which are now provisionally scheduled to take place in Summer 2020.

7.2 The Board RESOLVED to:

7.2.1 Note and agree the programme achievements and budgetary position to date.

## **8 REVISED BUDGET 2019/20**

8.1 This paper set out a revised budget position for the NEGC programme in 2019/20 in the light of the MHCLG funding announcement of £550k for the current financial year. There was also an analysis of the priorities for the NEGC programme in quarter 1 of 2020/21 together with an estimated range of carry forward funding from 2019/20 to 2020/2,1 as well as an overview of the additional Government funding that has been applied for from the New Development Corporation Competition fund as a contribution towards both the 2019/20 and 2020/21 income streams. Progress on these explorations will be brought back to the March Board. The draft Medium-Term Business Plan and draft Outline Business Case to facilitate the decision making in respect of the preferred delivery vehicle model are planned for the May meeting.

8.2 The Board RESOLVED to:

8.2.1 Approve the revised budget for 2019/20.

## **9 STRATEGIC RISK REGISTER**

9.1 Following discussion at the last Board meeting the Strategic Risk Register has been updated to reflect the position around the short-term funding; however, it was also noted that confirmation of the MHCLG funding for 2019/20 has positively influenced the probability of risk 7. Additionally, some minor amendments have been made to the consequences and mitigation of risks 2 and 4.

9.2 The Board RESOLVED to:

9.2.1 Note the Strategic Risk Register report.

## **10 LOCAL PLAN UPDATE**

10.1 This item provided the Board with an update on the status of the Local Plan Section 1 process following the Examination in Public in mid to late January. In his summary on the final day the Inspector confirmed that it was in everyone's interest to conclude this process expediently, given the time it has already taken, and therefore anticipated providing his interim report "within a few weeks", subject to the receipt of final information requested to clarify any outstanding questions about the matters discussed. If the Plan is found sound subject to some modifications, the NEAs would need to carry out a six-week consultation on the modifications before the Inspector considers how he takes account of any final representations and issues in his final report, which the NEAs anticipate will be in Summer 2020 with adoption by the Councils thereafter.

10.2 The Board RESOLVED to:

10.2.1 Note the Local Plan update.

## **11 AOB**

11.1 There was no other business to be raised.

There being no further business, the Meeting was declared closed.



**Chairman**