

Company Number: 10319743

North Essex Garden Communities Limited (Company)

Minutes of a meeting of the Board of Directors of the Company held via MS Teams on 13 May 2020 at 2.00pm (**Meeting**).

PRESENT:

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

Invited Attendees (non-voting and observers only):

Braintree DC:	Cllr Gabrielle Spray, Andy Wright, Dominic Collins
Colchester BC:	Cllr Julie Young, Adrian Pritchard, Ian Vipond
Tendring DC:	Cllr Carlo Guglielmi, Ian Davidson, Paul Price
Essex CC:	Cllr Tony Ball, Mark Carroll, Steve Evison
NEGC:	Richard Bayley, Louise Denyer (Minutes), Judith Robinson (for items 7 & 8)

1 NOTICE AND MEETING OF QUORUM / WELCOME & INTRODUCTIONS

1.1 A roll call was undertaken and 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 on the video conference, 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 David Finch (Essex CC), Bryn Morris (University of Essex), Paul Kitson (Homes England), Anita Thornberry (Haven Gateway).

3 DECLARATIONS OF INTEREST

3.1 No new declarations of interest were received.

4 MINUTES & ACTIONS LOG FROM MEETING ON 19 MARCH 2020 & MATTERS ARISING

4.1 The Board agreed that the Minutes from 19 March 2020 were a true and accurate record of that meeting. In terms of the Actions Log, Richard Bayley confirmed that he would be circulating the latest version of the NEGC's Business Continuity Plan and the NEGC's response to the First Homes consultation to the Board this week.

4.2 The Board also discussed two particular matters for their attention: the first was obtaining Board approval for the online transactions referenced in the previous Board meeting in March, and the second was the approval of the proposed interim internal approvals process whilst the Board is not able to meet in person due to the COVID-19 pandemic.

4.3 The Board RESOLVED to:

4.3.1 Approve payments 1 and 2 as outlined in Section 2.1 of the paper for this item.

4.3.2 Agree the proposed temporary internal authorisation process.

4.4 The following action was also requested in respect of the approval of the motion in 4.3.2.

Reference	Action	Action Owner	Due Date
2005-4.4.1	<i>The Board will be notified once the payment referred to in resolution 4.3.2 has been transacted.</i>	<i>Richard Bayley</i>	<i>16/07/20</i>

5 MD UPDATE

- 5.1 Richard Bayley presented his update to the Board, which included a number of areas that have been progressed since the last meeting. Of particular note were the current status of discussions with Homes England and the work Essex County Council (ECC) are undertaking with Ringway Jacobs and NEGC in respect of the Tendring Colchester Borders HIF bid, and the SELEP grant funding application. Steve Evison provided the Board with an update on how ECC has responded to key points raised during the link road consultation, which took place at the end of 2019, in preparation for the preferred route alignment being presented to ECC members for approval in the next few weeks. Cllr Spence recommended that if Board members had any detailed questions about the proposed scheme that they be directly addressed to Steve Evison outside of the meeting. Additionally, the following action was noted.

Reference	Action	Action Owner	Due Date
2005-5.1.1	<i>The link road documentation referred to in the meeting will be shared with the Board.</i>	<i>Steve Evison</i>	<i>13/05/20</i>

- 5.2 In respect of the SELEP update, it was recognised that the shifting priorities of Government in response to the COVID-19 pandemic may create some additional constraints and a central review of funding allocations. However, NEGC will continue to lobby Government on the national importance of the programme, particularly in terms of the role the new homes and jobs generated by the Garden Communities could play in the essential local economic recovery, both in the short and longer term.
- 5.3 In addition to the above discussion, Richard Bayley was asked to undertake the following actions.

Reference	Action	Action Owner	Due Date
2005-5.3.1	<i>The operational risk analysis undertaken on the interim programme and budget for Q1 of 2020/21 is to be circulated to the Board.</i>	<i>Richard Bayley</i>	<i>15/05/20</i>
2005-5.3.2	<i>In respect of Section 3.4.1 of the MD Update, RB to circulate note of the SELEP Major Projects meeting.</i>	<i>Richard Bayley</i>	<i>15/05/20</i>

- 5.5 The Board RESOLVED to:

- 5.5.1 Note the MD Update.

6 LOCAL PLAN UPDATE

- 6.1 Ian Vipond informed the Board that the Inspector's letter had still not been received by the North Essex Authorities, but they understood that this was currently with the Government and would therefore be expected sooner rather than later once the lockdown of business operations eases. All the Planning Authorities have committee meetings scheduled for June to discuss

the ramifications of the Local Plan Section 1 outcome, whether positive or not. Should the Plan be found sound this would be with modifications, which will require a period of formal public consultation, after which the Inspector will submit his final response. The NEAs are currently in discussion with the MHCLG regarding how the consultation would need to be undertaken in order to satisfy the legal aspects of this process considering the restrictions imposed by the COVID-19 pandemic. The respective Councils' planning teams are currently scoping out the work that will be required for the Development Plan Documents (DPDs) and, should a positive letter be received, it is recognised that additional resourcing will need to be put in place and financed from existing budgets. Work on the three Section 2s is also underway and these timescales are being reviewed in terms of their dependencies with Section 1.

- 6.2 All the Councils reiterated that they are in regular dialogue with PINS and the Ministry to highlight the significance of receiving the letter at the earliest opportunity. Additionally, consideration is being given to the impact the delays may have on the HIF housing delivery timescales, particularly the Tendring Colchester Borders contract. There was agreement that all Councils need to align and use consistent messaging when speaking to Government departments and other broader groups about the desire to see the planning system up and running again in the near future. If the Inspector's letter is not received within the next few weeks, the Councils will send a joint letter to reinforce this position.

7 2019/20 BUDGET YEAR-END

- 7.1 Judith Robinson presented the Board with the NEGC's year-end position for the 2019/20 budget. The paper clarified that the year was concluded under budget with a carry forward of CBC project reserves totalling £847k. It was also noted that the NEGC team has been in regular discussions with the Councils' Section 151 and Finance officers, who have received the full breakdown of the income and expenditure details for the year.

- 7.2 The Board RESOLVED to:

7.2.1 Note the year-end position.

7.2.2 Agree that the annual accounts are prepared on a basis consistent with the previous year.

8 INTERIM PROGRAMME & BUDGET – Q1 2020/21

NOT FOR PUBLICATION by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended.

9 NEXT BOARD MEETING DATES

- 9.1 The Board agreed that it would convene a meeting as soon as it practically possible after the Inspector's letter has been received.

Reference	Action	Action Owner	Due Date
2005-9.1.1	<i>A Board meeting is to be arranged following receipt of the Inspector's letter.</i>	<i>Louise Denyer</i>	<i>30/06/20</i>

10 AOB

- 10.1 Richard Bayley informed the Board that in terms of the land acquisition workstream, he is liaising with the HIF team and is in discussions with the relevant landowners.

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



Chairman

DRAFT