

Meeting: **Otterpool Park LLP - Members/Owners**
Date: **25 May 2021**
Time: **2.00 pm**
Place: **Zoom – remote meeting**

To: **Council Representatives:**
Councillors Miss Susan Carey and David Monk
Nominee representative: Ewan Green (Director of Place)
Statutory Officers: Susan Priest (Chief Executive), Amandeep Khroud
(Assistant Director, Governance and Law) and Charlotte Spendley
(Director of Corporate Services)

Otterpool Park LLP representatives:
Luke Quilter (Chairman)
Councillors Mrs Jenny Hollingsbee and Rebecca Shoob (Directors)
John Bunnett and Andy Jarrett (Directors)

This meeting will not be open to members of the public

1. **Apologies for absence**
2. **Minutes of the previous meeting (Pages 3 - 4)**
3. **Shared Objectives**
To receive a paper outlining the shared objectives of the Council and LLP.
4. **Business Plan**
To receive a progress report on delivery and key milestones.
5. **Finance and Resourcing**
To receive a finance update report and to consider future staffing resources.

Queries about the agenda? Need a different format?

Contact Jemma West – Tel: 01303 853369
Email: jemma.west@folkestone-hythe.gov.uk or download from our
website www.folkestone-hythe.gov.uk

6. **Governance Framework**

To consider progress in relation to:

- Strategic Land Agreement
- Funding Agreement(s)
- LLP Operational Policies

7. **Strategic Risk Register**

To note and review the latest update to the Strategic Risk Register.

8. **Any other business**

To consider an Annual General Meeting in 2021.