

## Otterpool Park LLP - Members/Owners

Held at:	Remote meeting - Zoom
Date	Wednesday, 11 May 2022
Present	<p><b>Council Representatives:</b> 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), Charlotte Spendley (Director of Corporate Services) and Jemma West (Committee Services Specialist).</p> <p><b>Otterpool Park LLP representatives:</b> Councillors Mrs Jenny Hollingsbee and Rebecca Shoob (Directors), Andy Jarrett (Managing Director) and Mark Dodson (Head of Finance).</p>
Apologies for Absence	Luke Quilter
Others Present:	Tim Mitford-Slade (from BNP Paribas Real Estate Advisory & Property Management UK Limited trading as Strutt and Parker)

### 1. **Declarations of interest**

There were no declarations of interest at the meeting.

### 2. **Minutes**

The minutes of the meeting held on 14 January 2022 were agreed as a true record of the meeting.

### 3. **Business Plan Update**

Tim Mitford-Slade gave an update on market testing and the process undertaken to select housebuilders for phase one of Otterpool Park. The response had been very positive from national and local parties.

Members commented on various issues and discussion took place on the following points:

- Detailed negotiation with selected parties would take place over the next 4-5 months.
- Clawback mechanisms and overage clauses and S106 contributions will form part of final agreements.
- Discussions are ongoing with KCC in relation to a new waste transfer station for the district.
- Phase one includes land for the provision of affordable homes, and to provide for specific users such as those offering self-build homes.
- Process and timescale for Council decision making requires to be factored into the overall project timeline.
- The planning application was currently at consultation stage.

The Managing Director, then gave an update on the business plan. A discussion took place on scenarios for managing peak debt.

Members noted the update.

#### 4. **Finance update**

The Otterpool Park LLP Head of Finance gave an update on the financial position. Discussion took place around the income streams to the council. The Director of Corporate Services advised on the current position.

Members noted the update.

#### 5. **Governance Framework**

The Director of Place advised that the SLA had now been signed and was in place. The next key stage was the phased delivery strategy which would be brought forward in 2 to 3 months.

The Director of Corporate Services advised that work to complete the Funding Agreement was progressing in line with requirements of OP LLP and the Council.

#### 6. **Strategic Risk register**

The Managing Director highlighted the main changes in the risk register. Members noted the update, with the addition of a risk relating to the determination of the planning application. .

#### 7. **Any other Business**

The Managing Director gave an update on engagement with Homes England, and the Chief Executive gave an update on the preparation of a short film to showcase the district's assets, which would include CGI of Otterpool Park.

