

Otterpool Park LLP - Members/Owners

Held at:	Remote meeting - Zoom
Date	Friday, 17 September 2021
Present	Council Representatives: Councillors Miss Susan Carey and David Monk Nominee representative: Ewan Green (Director of Place) Statutory Officers: Susan Priest (Chief Executive) and Amandeep Khroud (Assistant Director, Governance and Law) Otterpool Park LLP representatives: Councillors Mrs Jenny Hollingsbee* and Rebecca Shoob (Directors) John Bunnett and Andy Jarrett (Directors) (* For part of the meeting)
Apologies for Absence	Luke Quilter and Charlotte Spendley

1. **Declarations of interest**

There were no declarations of interest at the meeting.

2. **Minutes of the previous meeting**

The minutes of the meeting held on 25 May 2021 were agreed as a true record.

3. **Business Plan**

The Managing Director presented the Quarterly Board report and advised that they were preparing to present the further details pursuant to the outline planning application to the LPA, in preparation for the planning application being considered at Committee in early 2022.

The Chief Executive stated that the outcome of the EiP of the Core Strategy Review, resulting in the land allocation for OP, was a major very welcome milestone. She added that the modifications would be considered at Cabinet at their meeting on 22 September 2021 ahead of final consultation and being presented to council for adoption.

The Managing Director then gave a detailed update with regard to progress made towards land assembly and strengthening the LLP team. He also reported the latest progress with regard to the Department for Transport and Highways England.

A full discussion took place in relation to market testing and developer interest. It was agreed that an update would be provided at the next meeting.

4. Finance and resourcing

The audited statement of accounts were agreed.

5. Governance Framework

(a) Strategic Land Agreement and Funding Agreement(s)

The Director of Place gave an update with regard to the Strategic Land Agreement and Funding Agreement. He advised that good progress had been made. The SLA (including a Phased Delivery Strategy to guide land disposal) was in the final stages of it being agreed, and likely to be completed by the end of September.

(b) Member's Agreement

The Assistant Director of Governance and Law gave a presentation which set out the main aspects of the report planned for Cabinet in October 2021. The Chief Executive reassured members that regular officer meetings were being held with the LLP, to ensure close working relationships.

(c) LLP Operational Policies

The Managing Director advised that the LLP operational policies had also been finalised.

6. Strategic Risk Register

The risk register was reviewed for movements, mitigation actions, and the addition of any new risks. The Managing Director advised that the waste water treatment risk had been downgraded from red to amber, as various matters relating to land acquisition had been agreed, and board approval had been given to appoint a provider to deliver an appropriate solution. This was noted as a welcome development in delivering the project.

7. Any other business

At the request of the Chief Executive, the Managing Director gave an update on the value gained from the creation of a virtual community. He advised that some useful insights had been gained, and the profile of the community gave a younger viewpoint, highlighting that the ability to walk and cycle was of high importance, and the need to own a car less so. A further update would be presented to the next meeting.