

MEETING TITLE

Otterpool Park: Collaboration Board

DATE

09 May 2018

TIME

9:30 AM

LOCATION

Arcadis House, York Way, London N1 9AB

PARTICIPANTS

Andy Jarrett, Folkestone & Hythe District Council (AJ)
 Julia Wallace, Folkestone & Hythe District Council (JW)
 John Bunnett Folkestone & Hythe District Council (JB)
 Jenny Hollingsbee Folkestone & Hythe District Council (JH)
 Liz Whittaker, Cozumel Estates (LW)
 Garrett Peters, Cozumel Estates (GP)
 Patrick O'Driscoll, Cozumel Estates (POD)

PROFESSIONAL TEAM REPRESENTATIVES

Rebecca Kearney, Arcadis (RK)
 Keith Perry, Arcadis (KP)
 Calum Moore, Arcadis (CM)
 Gary Young, Farrells (GY)
 Tom Vernon, Quod (TV)
 Poppy Carmody-Morgan, Quod (PCM)

APOLOGIES

Sarah Wilkes, Arcadis (SW)
 Peter Bosley, Arcadis (PB)

ACTION	WHO	WHEN
1. Agreement of notes from Collaboration Board held on 11th April 2018		
1.1 The notes were agreed as a correct record of the meeting held on 11 th April 2018.		
2. Homes England proposal and next steps		
2.1 The Board considered a proposal received from Homes England in respect of land acquired to the south of the Otterpool Park site. A draft letter to be produced and agreed between Folkestone & Hythe District Council and Cozumel Estates.	AJ / GP	13 June 2018
3. Collaboration Agreement update		
3.1 The Board discussed next steps in relation to the Collaboration Agreement		
4. Otterpool Park design fix and phasing for assessment		
4.1 The Board agreed the design freeze for Otterpool Park. The Board understood that archaeology, in particular, still represents a risk to the developable area but agreed to proceed with the assessment work on the basis of the plans presented, with regular review to respond to any changes as they arise.	RK	11 May 2018

ACTION

WHO

WHEN

- 4.2 The Board discussed the re-routing of HGVs away from the High street, the mix of use classes in the town centre, the fee proposal for flood alleviation assessments.
- 4.3 The Board also discussed that the numbers of Nurseries provided should be reviewed and that the provision of GP surgeries and primary schools should be brought forward, subject to viability.

5. Department for International Trade update

- 5.1 An update was provided on the support which the Department for International Trade provides to strategic projects such as Otterpool Park.

6. Flash report and fee tracker

- 6.1 The flash report and fee tracker were noted.

7. Date of next meeting

- 7.1 The dates of forthcoming meetings were noted.

8. AOB

- 8.1 There was no further business.