

**OTTERPOOLPARK LIMITED LIABILITY PARTNERSHIP**

**MINUTES OF THE BOARD**

**Date: 26<sup>th</sup> January 2026**

**Place: The Jockey Club**

**Directors present: Paula Hirst (Chair), Cllr Connor McConville**

**Others present: Ewan Green, Donna Brace, John Foster, Sean Howarth, Neil Sams, Mike Nisbet**

**1. Apologies for absence**

Councillor Rebecca Shoob

**2. Declarations under the code of conduct**

No declarations

**3. Minutes of the meeting of 6<sup>th</sup> December 2025**

The minutes of the meeting of 6<sup>th</sup> December 2025 were agreed

**4. Delivery Strategy**

Mike Nesbit from MNDC introduced himself to the board and gave a brief history of MNDC background and involvement to date with the Collaboration Agreement and Planning Agreement. Summarised the process involved, working with Homes England to establish the baseline position and options for future delivery . Ran through the next steps being progressed in order to secure public sector investment.

NS updated the board on the progress with the OPA and that the target date for an updated submission is March 26. An update on Land Strategy was also provided. It was confirmed that HE and consultant teams are working at pace in order to support the actions agreed in the planning collaboration agreement.

NS confirmed HE are developing the Strategic Outline Case (SOC) for approval in February 2026 and this will lead to the preparation and submission of a full business case in the summer.

Board discussed the proposed early homes phase, delivery numbers and density mix. Board stressed the need to ensure that any early phases of development must align with the Otterpool Charter and set a design standard for future phases. It was also noted that the Board would be fully briefed as this work emerges and prior to final decisions being made, and that this should include consideration of resourcing and capacity and Board and team level. Board highlighted the importance of ensuring effective communication with local residents, stakeholders and key government departments moving forward.

**Decision - Board noted the report subject to the following actions.**

- **Board requested sight of the appendices to this report.**
- **Board asked that the Board delegations for approvals are factored into the timeline.**
- **Board requested the top 5 high risks from the risk register to be highlighted and monitored.**
- **Board requested a paper detailing the 3 proposed areas for early delivery to include the arguments for and against each.**

#### **5. Progress Report and Financial Update**

Board raised questions regarding the finance report which SH addressed and answered. NS updated board on progress with current engagement with consultants and fee proposals going forward. EG confirmed that a revised strategic risk register would be presented at the next Board meeting.

**Decision –**

- **Board noted the report**
- **Board noted the financial position as at January 2026**
- **Board considered the updates on development activities and finance.**

#### **6. Places for People Cost Recovery Agreement**

JF gave brief background to this report and clarified the due diligence actions undertaken to date.

**Decision –**

- **Board noted the Cost Recovery Agreement with Places for People and the OPLL's contractual obligation.**

- **Board agreed to delegate the decision on the final costs to pay Places for People to the Director of Strategy & Resources in consultation with the Development Director.**
- **Board requested an update on the outcome of this claim**
- **Board asked that an exercise is done to check no further cases of this nature.**

#### **7. Communications Plan 2026+**

EG presented the report. Board reiterated the need for updated communications on our website and social media channels. Board discussed the forward plan and made suggestions on future engagement requirements, particularly focussed on local residents.

#### **Decision -**

- **Board noted the report and agreed the recommendations.**
- **Board requested to have final sign off on communications on behalf of the LLP before release.**

#### **8. AOB**

No items were raised.