

OTTERPOOLPARK LIMITED LIABILITY PARTNERSHIP

MINUTES OF THE BOARD

Date: 9th March 2026

Place: The Jockey Club

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

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

1. Apologies for absence

Mike Nisbet, Alan Mitchell

2. Declarations under the code of conduct

Chair declared previous historic employment with Prior & Partners.

3. Minutes of the meeting of 26th January 2026

The minutes of the meeting of 26th January were agreed.

Actions were reviewed and outstanding matters noted.

4. Project Update

The Project Director ran through his presentation and gave a high-level update of the project. He highlighted the following.

- OPA submission date has slipped although still optimistic that original planning committee target date is achievable.
- Future land acquisition is still on target
- The opportunity for early delivery of homes is being progressed but no decision reached on detail as yet. It was noted that any delivery would require

to be in line with the Otterpool Charter and meet related planning requirements.

- WWTW – It is expected that KCC will meet the agreed determination date.

Board further discussed in more detail the points raised and questioned target dates that have been pushed back. They highlighted the possible impacts to the scheme programme and reiterated the need to press KCC to determine the application. Upcoming LGR was also debated and possible implications on decision making processes noted.

Project Director gave a review on the current financial budget position for the collaboration with Homes England and confirmed that there are no points to be raised with the board.

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

- **Board requested briefing on revised OPA prior to submission.**

5. Waste Water Treatment Works Update

The Commercial Director presented his report to the board giving a brief reminder on the history behind the need for the facility. He referenced the previous report produced by Stantec which was highly detailed and has drafted a high level easier to follow programme to aid the board in their understanding. He also highlighted the need to implement utilities prior to building of the facility and the associated long lead times and risks.

The Board Chair questioned the capacity in existing infrastructure and the triggers for the WWTW to be operational.

Decision –

- **Board noted the report and acknowledged the risks and possible financial requirements.**
- **Board requested an updated programme for the next board meeting incorporating target dates and deadlines.**
- **Board considered the updates on development activities and finance.**

6. Finance Report

SH presented the Finance Managers financial update report. Audit of 25/26 accounts has started and budget preparation for 26/27 is underway.

Decision –

- **Board noted the report.**

7. Risk Register

EG presented the draft risk register to the board. The report identified the top 9 risks that are significant to the corporate management of the LLP and delivery of the scheme. Board discussed the draft and made suggestions on inclusions and

improvements to the draft. Clarity on descriptions used and the current scoring was discussed.

Board discussed the upcoming LGR consultation and the impacts on the highlighted risks advising that it should be included in the mitigations.

Decision –

- **Board noted the report.**
- **Board requested a covering “snap shot” on future reports.**
- **Board requested future risks include the impacts of the LGR outcome.**

8. Operational Land & Site Management

SH gave a verbal update following the February Health and Safety review undertaken by our Health and Safety consultants. There were no issues to report.

Decision –

- **Board noted the update.**

9. AOB

CM asked if the Board wanted to formally respond to the LGR consultation which is underway. Chair raised that the LLP being wholly owned by FHDC meant that it might not be appropriate to respond. Following discussion, the Board decided not to submit a response.