

OTTERPOOLPARK LIMITED LIABILITY PARTNERSHIP

MINUTES OF THE BOARD

Date: 15th June 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

No declarations

3. Minutes of the meeting of 9th March 2026

The minutes of the meeting of 9th March were agreed.

4. Project Update

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

The board discussed the Public Engagement Event and confirmed key messaging and opportunities for the public to feedback comments. The board was keen to ensure that feedback was captured as this will help shape future communications. It was confirmed that this was not a consultation event and aimed at keeping the public updated on what we are doing and why.

Project Director and the board reviewed upcoming meetings and agreed the basis, aims and outcomes required.

The early homes delivery was discussed and the detail to be presented to the public was covered.

Board asked for an update on current timeline for the outline planning application resubmission and the reassurance that this was achievable.

Board raised points regarding partnership arrangements and delivery strategy for the wider site. It was noted that this should include confirmation of the roles and responsibilities for the Council, Homes England and LLP as the project goes into the delivery phases. EG assured the Board that work on a delivery strategy, including future partnership arrangements with Homes England was ongoing and that it was recognised that this needs to be brought back to the Board at the earliest opportunity.

Board was updated on recent meetings with land agents and noted that the LLP will continue to play an active role engaging with local landowners alongside Homes England and the Council.

Board was updated on a Soft Market Testing exercise being carried out for the early homes site and that the outcomes from this will shape the delivery strategy for the site. A design brief is also being prepared for the early homes site and this would be subject of review from the Place Panel. The Board requested confirmation of the timing for this review.

Decision –

- **Board noted the report**
- **Board requested a feedback report from the Public Engagement event.**
- **Board requested confirmation of the timing of the Place Panel**
- **Board to receive and consider delivery strategy for the Early Homes delivery.**

5. Waste Water Treatment Works Update

The Commercial Director presented his report to the board on the next steps over 18 months. He updated the board on timelines and lead in times regarding infrastructure for the utilities. Highlighted possibility of committing to bringing aspects of the supporting infrastructure early. Board discussion considered, costs, funding and associated delivery risks.

Decision –

- **Board noted the report**

6. Finance Report

SH presented the report. Board asked for clarification on cost sharing.

Decision –

- **Board noted the report.**

7. Risk Register

SH presented the report to the board. Board discussed the risks identified and the ratings given for each item.

Decision – Board approved the report

- **Board commented that Comms could be rated higher and asked that this is reviewed ahead of the next update.**
- **Board asked that a new Forward Planning risk should be included**

8. Operational Land & Site Management

SH presented the report to the board. Informed board that we are revisiting the options for non-operational properties following the recent increase in trespass and break-ins.

Decision –

- **Board noted the update.**
- **Board requested that tenders for demolition include a reuse and recycle condition.**

9. Communications

JF presented the report to the board. Informed the board on the structure for the Public Engagement Event and timings for each session. Briefly ran through who has been invited and acceptances received to date. Board asked about the uptake amongst Councillors and MP's. Board asked if we are documenting progress with the project to keep a historic record of the changes during the lifecycle of the project. Confirmation that social media and local news channels have been informed of the event and openly discussed the range of comments received.

Decision –

- **Board noted the report.**

10. Resolution in Writing Confidential Report

The board were sent an email dated 26th March 2026 to request approval of the report.

Decision –

- **Board approved the report and the recommendations**

11. Resolution in Writing - Master Planning

The board were sent an email dated 26th March 2026 to request approval of waivers for the appointment of Prior & Partners, DLA and WSP

Decision –

- **The Board approved the report with the waivers agreed and signed on the 23rd of April 2026**

12. AOB

Board Chair identified that board approval will be needed prior to planning resubmission therefore requiring a meeting to be scheduled.

- **Project Director to review the programme and schedule a board meeting accordingly**