



Thames Gateway Kent Partnership AGM

Approved Minutes of the **15th Thames Gateway Kent Partnership Annual General Meeting** held in Darwin Room, Innovation Centre Medway, 2.30pm on **Thursday 3 December 2015**.

Present:

Board members and observers:

Rob Bennett, BBP Regeneration (Chair)
Cllr Andrew Bowles, Leader, Swale Borough Council
Cllr Rodney Chambers, Cabinet Member, Medway Council
Robin Cooper, Ebbsfleet Development Corporation
Cllr John Cubitt, Leader, Gravesham Borough Council
Martin Davies, University of Greenwich
Terry Fuller, Homes and Communities Agency
Robert Goodman, Lend Lease
Cllr Sean Holden, Deputy Cabinet Member, Kent County Council
Cllr Jeremy Kite, Leader, Dartford Borough Council
Ann Komzolik, North Kent College

Also present:

Kathryn Carr, Swale Borough Council
Neil Davies, Medway Council
Ross Gill, Kent County Council
Graham Harris, Dartford Borough Council
David Hughes, Gravesham Borough Council
David Liston-Jones, Thames Gateway Kent Partnership
Richard Longman, Thames Gateway Kent Partnership

Apologies:

Scott Adcock, Department for Communities and Local Government
Kamal Aggarwal, Thomson, Snell and Passmore
Rehman Chishti, Member of Parliament
Alan Everard, Tarmac
Abdool Kara, Swale Borough Council
Andrew Pearce, Environment Agency
Linda Searle, Thames Gateway Kent Partnership
James Speck, Kent Science Park
Paul Whittlesea, DCLG

Item 1: Welcome, Apologies and Matters Arising from the Minutes of the 14th Annual General Meeting held on 18 November 2014

1. The Chairman welcomed the Board to the 15th AGM. An ordinary Board meeting would follow-on from this AGM.
2. The Chairman welcomed: Cllr Sean Holden, Kent County Council, who was attending in place of Cllr Mark Dance; Terry Fuller, Homes and Communities Agency, who would be representing HCA at TGKP Board meetings whilst Naisha Polaine was on her secondment; and Kathryn Carr who was attending in place of Abdool Kara. This was Kathryn's first Board meeting following her appointment as Regeneration Director at Swale Borough Council.
3. The Chairman informed the Board of apologies received (see list above).
4. The Minutes of the AGM held on 18 November 2014 had been previously agreed at the Board meeting held on 24 February 2015.
5. Matters arising:

Paragraph 30: David Liston-Jones reported that the action to include an item on the proposed review of TGKP on the agenda of the May Board meeting had been carried out. Subsequently, however, at the September Board meeting, it had been decided not to proceed with the review.

Item 2: Chairman's Report 2015 - paper TGKP(15)19

6. The Chairman introduced his Annual Report and began by thanking all Board members, and their advisers, for their positive and constructive contributions to the Partnership's work over the year. The General Election and local elections in May had set the political and strategic context for the Partnership's work during the year. He had been pleased that the new Government had quickly indicated its continued support for the Thames Gateway initiative, and had been delighted to welcome Mark Francois MP, the new Thames Gateway Minister, to North Kent in September.
7. The Chairman said that what mattered at the end of the day was delivery on the ground. His report gave a number of examples that demonstrated that significant progress was being made, for example, in terms of new housing and new commercial space across North Kent. In addition, the way was now clear for two major town centre regeneration schemes – in Gravesend and Sittingbourne - to go ahead in 2016. During his visit the Minister had been impressed by the examples of progress he had seen, such as the new Rochester railway station nearing completion and the recently opened Medway University Technical College.
8. In terms of the Partnership's work, the Chairman drew attention to a number of highlights this year. For example, TGKP had led the development and coordination of our recent successful Enterprise Zone bid – the North Kent Innovation Zone. We had continued to put our views robustly to Government on a number of issues ranging from rail capacity in North Kent through to the previous Government's proposals for development on brownfield land. We had hosted two Ministerial visits, and supported wider Thames

Gateway partnership working through the Thames Gateway Strategic Group. The Partnership had developed its thinking on how best to ensure that local residents and businesses were well placed to benefit from the huge opportunities that would arise from London Paramount. The Tiger loan scheme had successfully committed and fully defrayed its £14.49m funding, and the Chairman expressed his thanks to Mark Dance, as Chair of the North Kent Approvals Panel, and to Jacqui Ward and her programme management team at KCC. Finally, the Chairman drew attention to the Partnership's work in strengthening links with the business community, including the popular twice-yearly business breakfast meetings, and our sponsorship of the North Kent B2B event.

9. The Chairman said that during the year two Board members had retired – David Simms and Professor Tom Barnes - and the Board had expressed their thanks for the contribution that both David and Tom had made over many years. Rob Bennett said that the Partnership had been pleased to welcome three new Board members – Cllr John Cubitt, Robin Cooper and Martin Davies to the Board. He informed the Board that Tarmac's new representative on the Board would be Alan Everard.
10. On the budget, the Chairman said that TGKP's income for 2015/2016 was forecast to be £219,000. In May, a budget had been set for the year of £264,231. Expenditure for the year was forecast to be £258,861, but actual outturn would depend on how much of the discretionary activities budget was utilised. The excess of expenditure over in-year income would be accommodated through utilising some of the Partnership's accumulated reserve. The Chairman said he was very grateful to the five local authorities for their financial support for the Partnership, and thanked Medway Council for providing the financial services.
11. The Chairman thanked Medway Council for continuing to provide legal services and Swale Borough Council for providing HR services to the Partnership.
12. There had been no changes to the TGKP team during the year and the Chairman thanked the whole team – David, Richard, and Linda - for their continued hard work and commitment.
13. Looking forward to 2016, the Chairman said that a key issue would be the consultation, and subsequent Government decision, on the route of the Lower Thames Crossing. He recognised that this was a difficult issue for the partnership to reach a consensus on, but he hoped that we would be able to agree a robust, considered and well argued response to the consultation.
14. Other priorities for 2016 included:
 - further strengthening of links with the business community, and seeing how we can better support our key industry sectors. He said that he had discussed ways of approaching this task at his meeting with the private sector Board members, and he hoped to develop these ideas further with them over coming months;
 - developing our relationship with both KMEP and SELEP;

- working with partners to ensure new access to finance arrangements were put in place to support North Kent businesses that wanted to grow; and
- boosting the profile of the Thames Gateway and injecting new momentum into the work of the Thames Gateway Strategic Group.

15. The Chairman said it had been a great privilege to serve as TGKP's Chairman in 2015 and thanked everyone for the help and support given to him over the year. Furthermore, he said he looked forward to working with everyone over the next year, which he felt sure would bring new and interesting challenges.

16. Cllr Andrew Bowles, on behalf of the whole Board, thanked Rob Bennett for his work as Chairman; the Partnership would have been far less effective without the time, effort and commitment he had put in to drive forward TGKP's activities throughout the year.

Item 3: Board Elections – paper by the Chief Executive TGKP(15)20

17. David Liston-Jones introduced the Board Elections paper and explained the requirement to elect a Chairman and Vice-Chairman for the Board.

18. Chairman: Rob Bennett was nominated by Cllr Andrew Bowles and seconded by Cllr Jeremy Kite. Rob Bennett was duly re-elected as Chairman of the Board.

19. Vice Chairman: Cllr Andrew Bowles was nominated by Cllr Rodney Chambers and seconded by Cllr Sean Holden. Cllr Andrew Bowles was duly re-elected as Vice Chairman of the Board.

20. David Liston-Jones went on to explain, as laid out in the Constitution, that it was also necessary to confirm the lead bodies for HR services, financial services and legal services and to approve the timetable for Board meetings for the next 12 months.

21. Lead Body for Employment of Staff: Cllr Andrew Bowles confirmed that Swale Borough Council was happy to continue to act as Employment Lead Body providing HR services for the Partnership. Swale Borough Council was duly reappointed as Lead Body for Employment of Staff.

22. Lead Body for Financial Services: Cllr Rodney Chambers confirmed that Medway Council was content to continue to provide the financial, accountable body, and ICT services for the Partnership. Medway Council was duly reappointed as Lead Body for Financial Services. He also confirmed Medway Council was happy to continue to provide Legal Services to the Board and Medway Council was duly reappointed as Lead Body for Legal Services.

23. The Chairman reported that a timetable for future meetings of the Board had been scheduled for 2016. All meetings would be held at the Innovation Centre Medway, Maidstone Road, Chatham. The dates of the meetings were:

- Tuesday 23 February
- Monday 16 May
- Monday 12 September

- Tuesday 6 December

24. The Chairman said that all the meetings were currently scheduled to take place from 2.30pm to 4.30pm. However, one issue raised by the private sector Board members during their recent meeting had been the difficulty for them to find time to attend Board meetings during the 'core' part of the business day. Following a brief discussion, **it was agreed** that the possibility of rearranging at least a couple of the meetings for times at the beginning or end of the working day should be explored. **Action: TGKP team to explore scope for rearranging the timing of some 2016 Board meetings.**

Item 4: Amendments to the Constitution – paper TGKP(15)21

25. David Liston-Jones explained that this paper sought the Board's approval to a number of amendments to the Partnership's Constitution. The amendments were needed to take account of the Board's decision to appoint the Ebbsfleet Development Corporation as a full Board member, and as a member of the Officers' Group. The opportunity had been taken to make one or two other detailed changes. The proposed amendments had been agreed with Medway Council's lawyers.

26. David said that the proposed amendments had been highlighted as tracked changes in the copy of the Constitution circulated as the appendix to the paper. The main changes were also summarised in paragraph 4 of the paper.

27. **The Board approved the amendments to the TGKP Constitution as set out in tracked changes to the existing Constitution in the appendix to paper TGKP(15)21.**

Item 5: Any other business

28. There were no items of other business.

Thames Gateway Kent Partnership

December 2015