

Classification: Public

Key Decision: No

Gravesham Borough Council

Report to: Cabinet

Date: 03 January 2023

Reporting officer: Stuart Bobby, Chief Executive

Subject: Formation of the Northfleet Harbourside Steering Group

Purpose and summary of report:

To set out the proposed formation of the Northfleet Harbourside Steering Group for Cabinet approval.

Recommendations:

Members are requested to:

1. Approve the formation of the Northfleet Harbourside Steering Group as set out in this report, alongside the draft Terms of Reference attached at appendix one.
2. Identify the two GBC councillors to be representatives on the Steering Group.

Key Implications:

Item	Implications
Legal	There are no specific legal requirements associated with this report.
Finance and Value for Money	<p>There will be no requirement for the council to make any financial contribution to the Steering Group. Should there be a need for specific funding in the future, a report will be provided to the council's Cabinet to approve payment, subject to an adequate business case being provided (should funding directly from the Council be required).</p> <p>It will be the responsibility of the developer to underwrite all of the costs associated with any Compulsory Purchase Order (CPO) proceedings, should they be required.</p>

Corporate Plan	<p>The Northfleet harbourside project contributes to the following Corporate Plan objective:</p> <p>#1 – People a proud community; where residents can call a safe, clean and attractive borough their home.</p> <p>#2 – Place a dynamic borough; defined by a vibrant and productive local economy taking advantage of growth in the area, supported by its strong and active community.</p>
Climate Change	<p>There are no specific climate change implications resulting from this report. However, it is anticipated that the development itself will include specific measures to combat climate change and these will be monitored throughout the progression of the project by the Steering Group.</p>

1. Background

- 1.1 The proposed Northfleet Harbourside project aims to provide a new neighbourhood with Ebbsfleet United Football Club at its heart. The vision for the project is to design a new and vibrant neighbourhood with new homes, shops, cafes, offices, medical services and community venues. This will also include over 3kms of new pedestrian and cycle links through the community and along the River Thames improving connectivity to Gravesham town centre, and publicly accessible green spaces across the site.
- 1.2 The scheme aims to deliver:
 - A new, multi-purpose 8,000 capacity stadium with improved facilities and function space, securing the long-term future of Ebbsfleet Football Club.
 - 3,000 new jobs for the local area and incubator spaces for start-ups
 - Green zones, including parklands, green spaces and children’s play areas with new pedestrian and cycle links.
 - New shops, restaurants bars and cafes covering a 225,000sq ft area.
 - A new retail village and 200-bed hotel.
 - 3,500 new homes.
- 1.3 The planning application for the development site was submitted to the council in October 2022 and validated in November 2022. Following a response from National Highways, they have recommended that the planning permission not be granted for a period of 3 months, expiring on 06 March 2023, to allow time for the applicant to provide additional information that has been requested by National Highways. As such, it is currently anticipated that the application will be presented to the Planning Committee early in the new financial year.
- 1.4 The project is being delivered in partnership between Landmarque Property Group and Ebbsfleet United FC and it is proposed that Gravesham Borough Council become an advisory partner in the project as a whole.

2. Northfleet Harbourside Steering Group

- 2.1 It is proposed that a Steering Group be established, involving representatives from Gravesham Borough Council, Landmarque Property Group and/or Ebbsfleet United FC in order to ensure that the council is actively involved in the project, should it receive the required permissions, and can ensure that local views are reflected within the development, should it progress, as necessary.
- 2.2 For the avoidance of doubt, the creation of this Steering Group should in no way be seen as a pre-determination of the planning application which will go through the normal consideration processes.
- 2.3 The purpose of the Steering Group will be to:
- Ensure all interested parties are kept abreast of the progress of the development (regular updates to be provided to the Steering Group by Landmarque Property Group).
 - To ensure any possible issues which may affect the progression of the development are identified at an early stage to enable proactive discussions to take place to move the project forward as necessary, should planning permission be secured. This may include recommendations to the Cabinet in respect of the use of local authority statutory powers included, but not limited to, Compulsory Purchase Order (CPOs), to facilitate the development moving forward. It should be noted that the Developer will be responsible for under writing all costs associated with any CPO process.
- 2.4 The Steering Group will be formed as follows:
- Two Councillor representatives from the council, one of whom will be nominated as Chair of the Steering Group.
 - Two representatives from the developer (Landmarque Property Group and/or Ebbsfleet United FC – development partners).
 - Associate members may be co-opted to the Steering Group during the project as necessary, such as representatives from Homes England, Environment Agency etc.
- Council officers may also attend to provide support to the Steering Group where this is considered necessary. Additional representatives may be asked to attend the Steering Group as required, with the express permission of the council's Cabinet.
- 2.5 The Steering Group will have no decision-making powers in its own right. If necessary, a report will be provided to the council's Cabinet (or other relevant, constituted committee as necessary) for any formal decisions that need to be made.
- 2.6 The draft Terms of Reference for the proposed Steering Group are attached at appendix one to this report for Member review and, subject to any agreed amendments, formal approval.

3. Next steps

- 3.1 Subject to approval by Cabinet of the formation of the Steering Group and the appended Terms of Reference, Cabinet will be asked to nominate two representatives from GBC to become members of the Steering Group.

3.2 Meetings will be established at a frequency as is deemed necessary and minutes of the meetings will be maintained by a suitable officer from the council, providing appropriate secretarial support as necessary.

3.3 Updates will be provided at formal meetings of the Cabinet as necessary.

4. Appendices

4.1 The following documents are to be published with the report:

- Appendix One - Northfleet Harbourside Steering Group DRAFT Terms of Reference

5. Background Documents

5.1 There are no background documents.

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Secondary Implications	
Risk Assessment	The Northfleet harbourside project presents an opportunity to regenerate a significant part of the Northfleet area. The formation of a Steering Group will support the development and minimise the risks of delays to the development process.
Data Protection Impact Assessment	<p><i>A data protection impact assessment (DPIA) should be carried out at the start of any major project involving the use of personal data or if you are making a significant change to an existing process.</i></p> <p>a. Does the project/change being recommended through this paper involve the processing of personal data or special category data or criminal offence data? A definition of each type of data can be found on the Information Commissioner's Office website via the above links. No</p> <p>b. If yes to question a, have you completed and attached a DPIA including Data Protection Officer advice? N/A</p> <p>c. If no to question b, please seek advice from your nominated DPIA assessor or the Information Governance Team at gdpr@medway.gov.uk. N/A</p>
Equality Impact Assessment	<p>a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No</p> <p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer. No</p> <p><i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i></p>
Crime and Disorder	There are no crime and disorder implications resulting from this report.
Digital and website implications	There are no digital and website implications resulting from this report.
Safeguarding children and vulnerable adults	There are no safeguarding children and vulnerable adults implications resulting from this report.

Northfleet Harbourside Steering Group

Terms of Reference

Project Background

Northfleet Harbourside is a new neighbourhood with Ebbsfleet United Football Club at its heart, being delivered in partnership between Landmarque Property Group and Ebbsfleet United FC.

The vision for the project is to design a new and vibrant neighbourhood with new homes, shops, cafes, offices, medical services and community venues. This will also include over 3kms of new pedestrian and cycle links through the community and along the River Thames improving connectivity to Gravesham town centre, and publicly accessible green spaces across the site.

The project will regenerate low-skilled industrial land into a revitalised area, improving the Northfleet Harbourside area.

Project Objectives (inc. timeframes)

Subject to approval of the planning application for the development, the scheme aims to deliver:

- A new, multi-purpose 8,000 capacity stadium with improved facilities and function space, securing the long-term future of Ebbsfleet Football Club.
- 3,000 new jobs for the local area and incubator spaces for start-ups
- Green zones, including parklands, green spaces and children's play areas with new pedestrian and cycle links.
- New shops, restaurants bars and cafes covering a 225,000sq ft area.
- A new retail village and 200-bed hotel.
- 3,500 new homes.

An initial round of community engagement and consultation activity took place in July 2022, with a second round of activity in the autumn of 2022 in order to inform the Outline Planning Application for the project, targeted for late 2022.

It is anticipated that works on site will commence in Autumn 2023. The building will be in phases and will take approximately 6-7 years to complete in total.

Commencement and Duration

The Steering Group will commence its activities from January 2023. The group will primarily support the project through the pre-construction phase of the scheme, subject to the necessary planning permission being obtained.

The group may be reconstituted after this stage as is necessary to support the subsequent stages of the project.

Membership, Roles and responsibilities

The Steering Group will comprise the following members, with the following responsibilities:

- Two Councillor representatives from Gravesham Borough Council.
- A Chair, appointed by the council's Cabinet, chosen from the two Councillor representatives
- Two representatives from the developer (Landmarque Property Group and/or Ebbsfleet United FC – development partners).
- Associate members may be co-opted to the Steering Group during the project as necessary, such as representatives from Homes England, Environment Agency etc.
- Officer representation from the council as is considered necessary to support the work of the Steering Group.
- Any other representatives that are considered necessary for furtherance of the project and with the express permission of the council's Cabinet.

The representatives from Gravesham Borough Council will be responsible for ensuring that the Council is kept well-informed about the progress of the project to assist the decision-making process and will assist the developer in bringing forward the development where it is appropriate to do so.

The developer(s) will ensure that they provide regular updates on the project to the council in a transparent manner and clearly articulate any specific needs they have of the council in order to ensure the project is able to progress as necessary.

Any co-opted members of the Steering Group will be invited to provide their relevant expertise for the furtherance of the project as necessary. This may include providing strategic oversight as well as assisting with additional funding bids for the project as required.

Governance

The Steering Group will have no executive powers delegated to it by the council and as such, will not be able to make decisions on behalf of the council. A report to the council's Cabinet (or other relevant, constituted committee as necessary) will be required for any formal decisions that need to be made.

Meetings will take place at a frequency as is deemed necessary and/or requested by any member of the Steering Group, to be approved by the Chair, dependent on the relevant stage of the project.

Minutes of the meetings will be maintained by a suitable officer from the council, providing appropriate secretarial support as necessary.

Meetings must have at least one attendee from Gravesham Borough Council and one from the developer (Landmarque Property Group and/or Ebbsfleet United FC) to go ahead.

The Steering Group may choose to convene specific working groups/sub-groups as necessary to support the project. These groups will be bound by these Terms of reference and will also not have any decision-making powers.

Finance

No parties on the Steering Group will be required to make any financial contribution to the Steering Group. Should there be a need for specific funding in the future, a report will be provided to the council's Cabinet to approve payment, subject to an adequate business case being provided (should funding directly from the Council be required).

All other parties are responsible for their own arrangements in terms of funding their activities associated with the Steering Group, or for providing financial contributions to the Steering Group as they see fit.

It will be the responsibility of the developer to underwrite all of the costs associated with any Compulsory Purchase Order (CPO) proceedings, should they be required.

Confidentiality, Data Protection/GDPR and FOI

All members of the Steering Group shall maintain confidentiality of all such confidential and commercially sensitive information provided. Member shall not disclose any relevant confidential information to any third parties, unless written consent of the other members is provided, except for information that;

- (a) is or will be in the public domain or
- (b) is under the obligation to be disclosed pursuant to the applicable laws or regulations

All parties shall comply with their obligations under the Data Protection Act 1998 and the Data Protection Act 2018 (the "Data Protection Acts").

All parties are subject to the requirements of the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 and shall provide all necessary assistance and cooperation as reasonably requested by the other party to enable a party to comply with its obligations and any requests for information without charge.

Conduct

The Steering Group as a whole must commit to supporting delivery of the objectives for the Northfleet Harbourside project. All parties must adhere to their own individual organisation's Codes of Conduct (or equivalent document).

Changes to the Terms of Reference

Changes to these terms of reference can only be made through mutual agreement of the members of the group and following ultimate approval by the council's Cabinet.

Dissolution of the Steering Group

In the event that any party wishes to dissolve the Steering Group, this must be formally discussed and noted at a meeting of the Steering Group and a date for dissolution of the group proposed. Following agreement by the group, a report will be taken to the Council's Cabinet for ratification and implemented if approved.

Upon dissolution of the group each party must discuss and agree if any intellectual property rights are to be retained or transferred between them.