

## **EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES**

**Committee:** Asset Management and Economic Development Cabinet Committee      **Date:** Thursday, 23 April 2015

**Place:** Council Chamber, Civic Offices, High Street, Epping      **Time:** 7.00 - 7.45 pm

**Members Present:** Councillors A Grigg (Chairman), H Kane and C Whitbread

**Other Councillors:** Councillors D Stallan

**Apologies:** W Breare-Hall and S Stavrou

**Officers Present:** D Macnab (Deputy Chief Executive and Director of Neighbourhoods), M Warr (Economic Development Officer), K Pabani (Chief Estates Officer), J Leither (Democratic Services Assistant) and G J Woodhall (Democratic Services Officer)

### **43. WEBCASTING INTRODUCTION**

The Chairman reminded everyone present that the meeting would be broadcast live to the Internet and that the Council had adopted a protocol for the webcasting of its meetings.

### **44. DECLARATIONS OF INTEREST**

(a) Pursuant to the Council's Code of Member Conduct, Councillor H Kane declared a personal interest in agenda item 5, Economic Development Report, item 2, Waltham Abbey Studies and agenda item 6, Asset Management Co-Ordination Group Report, item 9, Town Mead Depot, by virtue of being a member of Waltham Abbey Town Council. The Councillor had determined that her interest was non-pecuniary and would remain in the meeting for the consideration of the issue.

### **45. MINUTES**

**Resolved:**

That the minutes of the meeting held on 12 February 2015 be taken as read and signed by the Chairman as a correct record.

### **46. ECONOMIC DEVELOPMENT TEAM PROGRESS REPORT**

The Economic Development Officer presented a report to the Cabinet Committee and updated them on a number of projects, themes and issues being explored by the Economic Development Team.

(1) **Staffing** – A new Assistant Asset Management and Economic Development officer had now been appointed internally and would take up post by the end of May 2015.

(2) **Waltham Abbey Studies** – The reports that were commissioned on the issues and opportunities facing Waltham Abbey Town Centre had now been received from the consultants. The reports were commissioned by the Council to be used as information by the Council and to suggest ideas and ways forward. The reports were not commissioned to be published as individual documents but they were very much intended to inform the Council's engagement with the Town Council, the Town Partnership and all the key stakeholders in Waltham Abbey.

(3) **Superfast Broadband** – In the Council Bulletin this week there would be an update on the Rural Challenge Project with phase 2A of the Essex Superfast rollout and a map showing where the rural challenge project is to take place. Tenders have gone out and are due back on 27 April 2014 and a contract is expected to be awarded in June 2015.

(4) **Business Support / Growth Hub** – As part of funding received from the South East Local Enterprise Partnership (SELEP) to produce an online business support and growth hub which is now live.

(5) **Business Survey** – Essex County Council have recently completed a business survey. We are awaiting district level statistics and data which will inform us of any initiatives that we might want to take forward.

(6) **Tourism Development** – The One Epping Forest and the Visitor Board Tourism Conference which took place on the 20 March 2015 was reported as being very successful with over ninety delegates registered representing a range of tourism and visitor based businesses from the area.

**Resolved:**

That the progress and work programme of the Council's Economic Development Section be noted.

**Reasons for Decision:**

To comply with the Cabinet Committee's request to monitor the development of the Council's property assets periodically.

**Other Options Considered and Rejected:**

None, as this monitoring report was for information not action.

**47. ASSET MANAGEMENT CO-ORDINATION GROUP REPORT**

The Director of Neighbourhoods advised the Cabinet Committee that this report was a standard report that came before this Cabinet Committee regularly. The report reflected the general progress of the Council's asset management projects and that it was time bound due to the publication of the agenda. He introduced the new Asset Management Manager, Karim Pabani and advised Members that Mr Pabani would orally update the Cabinet Committee on progress to date.

(1) **Epping Forest Shopping Park** – The Joint Venture agreement drafting was almost completed with the solicitors. The Oakwood Hill Depot was the proposed site for the relocation of some existing tenants.

(2) **Oakwood Hill Industrial Units** – On the 2 April 2015 tenders were sent out to various contractors to tender on works to the roof. When the tender process was completed the Cabinet Committee would be advised of the decision to appoint a contractor.

(3) **Pyrles Lane Nursery** – There were no further updates.

(4) **St John's Road** – Solicitors have been instructed with respect to the widening of the covenant on Lyndsey House. On the 16 April 2015 a meeting took place between the Developer and the Town Council and we are awaiting an update from that meeting and hope to update Members at the next meeting.

(5) **North Weald Airfield** – Savills were the agreed and appointed consultants on marketing opportunities at the airfield. Advertisements have gone into national and specific trade press. We are awaiting an update from them regarding interest and hope to report back at the next meeting.

Essex County Council have been commissioned to investigate into a Park and Ride scheme at North Weald Airfield and we are expecting a report from them by the end of May.

(6) **Torrington Drive** – The Broadway Post Office have not exercised any notice to surrender their lease or to relocate their business.

There had been no further update regarding the TFL car park as this was not a priority for them but we were making efforts to get TFL to move this on up their agenda and we hope to have a further update at the next meeting.

(7) **Winston Churchill Public House** – There were no further updates.

(8) **Broadway Car Parks / Burton Road Depot** – There were no further updates.

(9) **Town Mead Depot** – There were no further updates.

**Resolved:**

That the monitoring report on the development of the Council's property assets be noted.

**Reasons for Decision:**

To comply with the Cabinet Committee's previous request to monitor the development of the Council's property assets periodically.

**Other Options Considered and Rejected:**

None, as this monitoring report was for information not action.

**48. ANY OTHER BUSINESS**

The Cabinet Committee noted that there was no other urgent business for consideration.

**49. EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

That the public and press be excluded from the meeting for the items of business set out below on the grounds that they would involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972:

<b><u>Agenda Item No.</u></b>	<b><u>Subject</u></b>	<b><u>Exempt Information Paragraph Number</u></b>
9	Licence for North Weald Market	3

**50. LICENCE FOR NORTH WEALD MARKET**

The Director of Neighbourhoods presented a report to the Cabinet Committee regarding the Licence for North Weald Market. He advised the Cabinet Committee that at the meeting of the Asset Management and Economic Development Cabinet Committee on the 21 October 2014, it was recommended and subsequently agreed by the Cabinet Committee that this Council would vary the current licence to Hughmark International, the operator of the North Weald Market. This variation eliminated a fixed fee; and the Council would receive 75% of any profit instead, after Hughmark's operational costs were met. The decision was taken to reflect the trend of declining trade and income generated by the market. In reaching a decision, the Cabinet sought a formal review of the variation to the licence at this Cabinet Committee.

**Recommended:**

That, as approved by the Cabinet Committee. A confidential report be submitted to the Cabinet for approval.

**Reasons for Decision:**

To determine the best course of future action with respect to the market at North Weald Airfield.

**Other Options Considered and Rejected:**

None, as this report would be presented to the Cabinet for approval.

**CHAIRMAN**