

Decision by Portfolio Holder



Report reference: LCS-004-2017/18

Date of report: 16 August 2017

**Epping Forest
District Council**

Portfolio: Leisure and Community Services

Author: Julie Chandler (Ext 4214)

Democratic Services: J Leither

Subject: Museum, Heritage and Culture Development Trust

Decision:

(1) That a temporary licence of 3 years, for one unit at Oakwood Hill Industrial Estate be entered into by the Council, to facilitate the storage of the Museum's Reserve Collection, at a cost of £12,000 per annum, from within existing provision.

ADVISORY NOTICE:

A Portfolio Holder may not take a decision on a matter on which he/she has declared a Pecuniary interest. A Portfolio Holder with a non-pecuniary interest must declare that interest when exercising delegated powers.

I have read and approve/~~do not approve~~ (delete as appropriate) the above decision:

Comments/further action required:

Signed: Cllr H Kane

Date: 16th August 2017

Non-pecuniary interest declared by Portfolio Holder/ conflict of non-pecuniary interest declared by any other consulted Cabinet Member:

None

*Dispensation granted by Standards Committee:
Yes/No or n/a*

N/A

Office use only:

Call-in period begins: 18th August 2017

Expiry of Call-in period: 24th August 2017

After completion, one copy of this pro forma should be returned to Democratic Services IMMEDIATELY

Reason for decision:

When the Council vacated the Langston Road site, the remaining artefacts for the Museum Reserve Collection were transferred to temporary accommodation at Oakwood Hill Industrial Estate, under a 12 month temporary licence, which included use of two large units costing the Council approximately £69,000 for the year.

During the course of this agreement, the museum collection was rationalised and a large proportion of items were transferred to the newly redeveloped museum for permanent display and storage. This enabled the museum to vacate one of the temporary units at the end of the year and resulted in a reduction of rental fees to £26,000 per annum.

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Portfolio Holder:**

It was hoped to secure permanent storage facilities for the remainder items, at the Waltham Abbey Police Station site, but unfortunately the Council was unsuccessful in its bid to the Police and Crime Commissioner.

Therefore, in order to reduce the level of cost for this storage, the museum negotiated a smaller and cheaper unit at Oakwood Hill and the remainder collection was transferred to this site in April, at a reduced cost of £12,000 per annum.

This report seeks authority to agree the new licence that is required.

Options considered and rejected:

None.

Background Report:

1. As part of the Council's decant from Langston Road Depot to enable the Shopping Park to proceed, the museum's reserve collection was transferred to temporary accommodation in two large units, at Oakwood Hill Industrial Estate, initially for the period of one year and this was funded from the Shopping Park project budget, at a cost of £69,000.
2. The licence entered into at the time, was agreed on the basis that over the period of the year, the museum would rationalise the collection by disposing and re-allocating artefacts and by transferring key items to the newly refurbished museum building for display and permanent storage.
3. This work was undertaken and resulted in the largest of the two units being vacated in June 2016, with the rental cost reduced to £26,000 per annum for the remaining, smaller unit.
4. It has always been acknowledged that a permanent facility is required for the remainder of the collection that cannot be accommodated on site, at the museum, and when the opportunity of the Council purchasing the Waltham Abbey Police Station site arose, this offered a perfect solution and the Council submitted a bid earlier in the year.
5. Unfortunately, although the bid included a wide range of community benefits and a sum above the estimated value of the site, it was unsuccessful. This led the museum to consider other cheaper options for storage and use of a new, smaller unit was negotiated with Grangewood Ltd, on the Oakwood Hill Estate. The cost of this unit is £12,000 per annum, therefore realising over 50% reduction in the annual cost for storage of the remaining items.
6. This report therefore seeks authority for the Council to enter into a licence agreement for the new unit, until such time that a permanent facility can be found.

Resource Implications:

The cost of the unit can be funded from existing provision.

Legal and Governance Implications:

A licence is required for the Council's use of the storage unit.

Safer, Cleaner and Greener Implications:

None.

Consultation Undertaken: N/A

Background Papers:

Cabinet report 11th June 2015 – Epping Forest Shopping Park.

Impact Assessments:

Risk Management: N/A

Key Decision Reference (Y/N): N

Equality Analysis:

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in the consideration of this report. The equality information is provided at Appendix 1 to the report.