



NOTICE OF COUNCIL MEETING

You are hereby summoned to a meeting of the **EPPING FOREST DISTRICT COUNCIL** to be held in the **COUNCIL CHAMBER - CIVIC OFFICES** at 7.00 pm on Tuesday 20 June 2023 for the purpose of transacting the business set out in the agenda.

A handwritten signature in blue ink, appearing to read 'G Blakemore'.

Georgina Blakemore
Chief Executive

**Democratic Services
Officer:**

Gary Woodhall Tel: (01992) 564243
Email: democraticservices@eppingforestdc.gov.uk

WEBCASTING/FILMING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed. The meeting may also be otherwise filmed by third parties with the Chairman's permission.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area or otherwise indicate to the Chairman before the start of the meeting.

If you have any queries regarding this, please contact the Public Relations Manager on 01992 564542.

BUSINESS

1. WEBCASTING INTRODUCTION

This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking. The Democratic and Electoral Services Team Manager will read the following announcement:

“The chairman would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

If you are seated in the lower public seating area it is likely that the recording cameras will capture your image and this will result in the possibility that your image will become part of the broadcast.

This may infringe your human and data protection rights and if you wish to avoid this you should move to the upper public gallery.”

2. APOLOGIES FOR ABSENCE

To be announced at the meeting.

3. DECLARATIONS OF INTEREST

To declare interests in any item on the agenda.

4. NEXT STAGE – DEVELOPMENT OF NORTH WEALD ALLOCATED EMPLOYMENT LAND (Pages 5 - 6)

(Finance & Economic Development Portfolio Holder) To receive a report from the Cabinet recommending a variation in the Capital Programme to allow further development of the allocated employment land at North Weald Airfield.

5. VARIATION OF CAPITAL PROGRAMME - ACQUISITION OF LEASEHOLD INTERESTS IN COUNCIL OWNED COMMERCIAL PROPERTY (Pages 7 - 8)

(Finance & Economic Development Portfolio Holder) To receive a report from the Cabinet recommending a variation in the Capital Programme to acquire the leasehold interests in Council owned commercial property.

6. OUTSTANDING GROUP NOMINATIONS FROM THE ANNUAL COUNCIL MEETING

To note the following nominations from the political groups that were outstanding from the Annual Council meeting on 25 May 2023:

- (a) Senior Management Selection Panel:
 - Cllr C C Pond; and
 - Cllr C P Pond.

- (b) Senior Management Appeals Panel:
 - Cllr R Brookes; and
 - Cllr D Wixley.

7. EXCLUSION OF PUBLIC AND PRESS

Exclusion: To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Background Papers: Article 17 of the Constitution (Access to Information) define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

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Report to the Council

Committee: Cabinet

Date: 20 June 2023

Subject: Variation of Capital Programme – Development of North Weald Allocated Employment Land.

Portfolio Holder: Councillor J Philip

Recommending:

That the Capital Programme be varied by £500,000 to undertake the design, costing and options development for the allocated employment land at North Weald Airfield.

Report:

Introduction

1. At its meeting on 30 May 2023, the Cabinet considered the options and proposals for developing the employment land released on the North Weald Airfield site.

2. Full details can be found in the report at item 11 on the agenda of that Cabinet meeting. The public report can be freely accessed via the Council's website or the following link:

<https://rds.eppingforestdc.gov.uk/documents/g11747/Public%20reports%20pack%2030th-May-2023%2019.00%20Cabinet.pdf?T=10>

3. The Cabinet agreed to commission Qualis to undertake the next stage of design, costing and options development for the allocated employment land released at North Weald Airfield under the Local Plan. In addition, permission was given for Qualis to undertake preliminary work and commissioning using the earmarked provision from HMRC being held by the Council.

Qualis Proposal

4. A budget fee of up to £500,000 is required to provide

- Direct Development Management and Project Management services - £150,000; and
- Consultant services to include legal, engineering, highways, architecture, commercial agency and others - £350,000.

5. The above approach provides for a detailed understanding of the Masterplan site in advance of committing to the next stages. The outturn expectations of this exercise will provide the basis for:

- Infrastructure delivery and Implementation

- Development plots to cater for a mix of building sizes and uses
- Speculative development to capture market demand and early income
- End user design and build to ensure improved tenant mix and income protection
- An analysis of options available to the Council before it proceeds to the next stage.

Financial Implications for the Council's Capital Programme

6. The work to progress the North Weald development is an investment that it is intended will ultimately create an asset of significant value to the Council and thus it is expected that the costs associated with this work would be capitalised. As there is no existing provision in the Capital Programme, a request is being made to the Council to vary the existing Capital Programme to incorporate this scheme.

7. The Council has already committed to sell a sizeable proportion of the land released at North Weald. This will generate a significant capital receipt which could be used to fund the capital costs of this development. If at any stage before completion of the development the Council decides not to proceed, without having increased the value of the site, then these costs potentially become abortive and will need to be charge back to the Council's revenue budget.

8. The Council is holding a sum paid by HMRC for its use of North Weald as an Inland Border facility and this will be earmarked against the potential write-off of costs, should at any point the Council wish not to proceed with this proposal.

9. In advance of Approval being given by the Council for the variation of the Capital Programme to accommodate this cost, the earmarked HMRC provision is being used to fund preliminary works so that the work can commence immediately, foreshortening the eventual timeframe to bring options back to the Council.

10. Therefore, the Cabinet is requesting the Council to agree to increase the Capital Programme by £500,000 to allow the design, costing and options development to be undertaken for the employment land to be released at North Weald Airfield under the Local Plan.

11. We recommend as set out at the commencement of this report.

Report to the Council

Committee: Cabinet

Date: 20 June 2023

Subject: Variation of Capital Programme - Acquisition of Leasehold Interests in Council Owned Commercial Property.

Portfolio Holder: Councillor J Philip

Recommending:

That the Capital Programme be varied by £1,500,000 to allow the acquisition of the long leasehold interest of the properties at Cartersfield Road.

Report:

Introduction

1. At its meeting on 30 May 2023, the Cabinet considered the acquisition of a series of long leasehold interests in a number of properties. These acquisitions would provide regeneration and employment opportunities with some of these properties having been vacant for several years. As these are commercial negotiations, the details of the properties were set out in the Confidential Appendix to the report.

2. Full details can be found in the report at item 14 on the agenda of that Cabinet meeting. The public report can be freely accessed via the Council's website or the following link:

<https://rds.eppingforestdc.gov.uk/documents/g11747/Public%20reports%20pack%2030th-May-2023%2019.00%20Cabinet.pdf?T=10>

3. The Cabinet agreed to the acquisition of the long leasehold interests of Council-owned commercial property, and the sale of 50, 51 – 52, 60 and Unit 10 Cartersfield Road in Waltham Abbey for the sum of £1,722,165.

Acquisition of Long Leasehold Interests

4. The Council historically had different approaches to commercial estate management and on occasion in the past has agreed a number of long leasehold interest disposals of its commercial estate in return for capital payments. In practice, whilst opportune at the time, these now limit the Council's ability to redesign, intensify or remodel its commercial estates as islands of privately held interests now exist which restrict such attempts.

5. With the Council's commercial estate now being actively managed by Qualis, the Council is looking to capitalise on opportunities to regain ownership and then re-let the units for commercial returns. The commercial terms of the re-lettings would allow the Council to redevelop its holdings in order to increase employment opportunities and intensify commercial returns.

6. As the negotiations are commercial and involve the interests of specific tenants, the details of the properties and the sums potentially involved were set out within a Confidential Appendix A of the Cabinet report to protect the tenants and the Council's commercial position. The Confidential Appendix can be accessed by Members signing into the Members Portal or the Modern.Gov app.

Financial Implications for the Council's Capital Programme

7. Within the Council's approved Capital Programme, it has an Investment Property Acquisition Fund of £1,117,867. There are commitments against this provision of £604,867 leaving a balance available to fund the acquisitions approved by the Cabinet of £513,000.

8. The detailed proposals agreed by the Cabinet would entail the following:

Investment Property Acquisition Fund Budget 2022/23	£1,117,867
Revised Forecast Outturn (to crystallise May 2023)	£2,571,705
Fees Contingency	<u>£ 46,162</u>
Shortfall	£1,500,000

9. The recommended acquisition of these properties would exceed the available balance of the capital allocation and therefore, to complete the transactions, the Council would need to increase the Capital Programme by £1,500,000.

10. Therefore, the Cabinet is requesting the Council to agree to increase the Capital Programme by £1,500,000 to allow the Council to acquire these properties.

11. We recommend as set out at the commencement of this report.