



**DECISIONS**

<b>Committee:</b>	<b>CABINET</b>
<b>Date of Meeting:</b>	<b>Monday, 15 December 2014</b>
<b>Date of Publication:</b>	<b>22 December 2014</b>
<b>Call-In Expiry:</b>	<b>9 January 2015</b>

This document lists the decisions that have been taken by the Cabinet at its meeting held on Monday, 15 December 2014, which require publication in accordance with the Local Government Act 2000. The list specifies those decisions eligible for call-in and the date by which they must be called-in.

Those decisions that are listed as being “recommended to the Council...”, or request the Chairman of the Council to waive the call-in, are not eligible for call-in.

The wording used might not necessarily reflect the actual wording that will appear in the minutes, which will take precedence as the minutes are the official record of the meeting.

If you have any queries about the matters referred to in this decision sheet then please contact:

S. Tautz  
Democratic Services Manager  
Governance Directorate

Tel: 01992 564180  
Email: [stautz@eppingforestdc.gov.uk](mailto:stautz@eppingforestdc.gov.uk)

**Call-In Procedure**

If you wish to call-in any of the eligible decisions taken at this meeting you should complete the call-in form and return it to Democratic Services before the expiry of five working days following the publication date. You should include reference to the item title. Further background to decisions can be found by viewing the agenda document for this meeting at: [www.eppingforestdc.gov.uk/local\\_democracy](http://www.eppingforestdc.gov.uk/local_democracy)

<b>Decision No:</b>
-------------------------

**5. FINANCE AND PERFORMANCE MANAGEMENT CABINET COMMITTEE -  
13 NOVEMBER 2014**

**Decision:**

**Fees and Charges**

- (1) That the use of the September Retail Price Index level (2.3%) as a guide for any proposed increases of the Council’s fees and charges for 2015/16 be agreed;

- (2) That the proposed fees and charges for 2015/16, as set out in the Appendices attached to the report, be approved; and
- (3) That the proposed schedule of Housing Revenue Account fees and charges for 2015/16 be approved.

### **Savings Suggestions**

- (1) That the savings target for 2015/16 be increased from £0.5million to £0.75million; and
- (2) That the following saving suggestions be progressed;
  - (a) That the funding of Community Safety Work in relation to the Housing Service from the HRA, resulting in potential savings to the General Fund of pursued;
  - (b) That the Review of Councillors would not be pursued until the Local Plan had been completed and the Constitutional and Member Services Panel considered the option of all out elections;
  - (c) That the Forester Magazine cease publication with the effect from April 2015 with a potential saving of £44,000 in 2015/16 and information to be disseminated to residences with other correspondence such as Council Tax Bills;
  - (d) That the Review of Discretionary Business Rate Relief would not be pursued;
  - (e) That the Increase in Fees and Charges for £12,000 in 2015/16 be pursued;
  - (f) That the Improving Cost Recovery and Charging Parish Councils would be pursued;
  - (g) That a New Hangar at North Weald would be pursued;
  - (h) That the Flexible working and Accommodation Review should be pursued with a potential saving of £100,000 in 2016/17;
  - (i) That the Leisure Management Contract with potential savings of £250,000 in 2016/17 and beyond be pursued;
  - (j) That the reduction in Facilities Management with potential savings of £50,000 in 2015/16 be pursued;
  - (k) That the car parking income include pursuing weekend parking charges, commuter rates for parking over 2 hours, charging for the Civic Offices car park over 30 minutes and that an income target of £100,000 should be set; and
  - (l) That subject to further investigation by officers into the practicalities, the VAEF subsidies of £16,680 be reduced and the £7,550 for Homestart not be re-allocated from the Grant Aid Budget.

### **Savings Suggestions (Continued) (Private Session)**

- (1) That Case 1 be discontinued in it's current form and that the Director of Communities reports to the Cabinet Committee during 2015, on ways that the budget for this service could be better utilised, benefiting more service recipients;
- (2) That Case 2 be pursued and create a potential saving of £22,000 in 2016/17;
- (3) That Case 3 be pursued and create a potential saving of £29,000 in 2015/16;
- (4) That Case 4 not be pursued and officers secure additional income of £15,000;

- (5) That Case 5 was not pursued and officers were to pursue Essex County Council Highways Panel for funding; and
- (6) That Case 6 be pursued and create a potential saving of £30,000 in 2016/17.

## **7. PROVISION OF NEW DEPOT - OAKWOOD HILL, LOUGHTON**

### **Decision:**

- (1) That the construction of a new depot at Oakwood Hill in accordance with construction estimate of £2,521,000 provided by Stace LLP and in accordance with attached drawings, be agreed;
- (2) That Stace LLP be appointed as Project Managers (Employer's Agent) and Quantity Surveyors for the scheme at confirm fees of £75,000; and
- (3) That budgetary provision be made for mechanical/electrical and structural engineer services, estimated at £62,500.

## **8. NORTH ESSEX PARKING PARTNERSHIP (NEPP) - OUTSOURCING OF CASH COLLECTION**

### **Decision:**

- (1) That the outcome of the outsourcing of the cash collection operations across the North Essex Parking Partnership (NEPP) and the associated one-off redundancy payments, be noted;
- (2) That a DDF bid of £31,202 for the 2015/16 budget for contribution to NEPP as the Council's share of the redundancy cost, be agreed;
- (3) That the intention that a review be undertaken of the revenue contributions that the Council makes to NEPP, be noted; and
- (4) That the Overview and Scrutiny Committee be requested to consider adding a review of the local performance of NEPP to its current work programme or that of the Safer, Cleaner, Greener Scrutiny Panel.

## **10. EPPING FOREST DISTRICT MUSEUM - TENDER FOR MAIN BUILDING CONTRACT**

### **Decision:**

- (1) That Coniston Limited be awarded the main building contract for the Epping Forest District Museum re-development project, being the best tender received, based on quality, price and historic building experience (as demonstrated by the outcome of the Price/Quality Tender Evaluation reproduced at Appendices 1 & 2), with a corrected Tender Sum of £1,470,000; and
- (2) That it be noted that the tender sum for the Museum building contract is £345,000 above the original estimate for the works (at November 2012) and that a virement of this amount be agreed from the Bridgeman House capital allocation originally proposed for the purchase of the second floor premises of 37, Sun Street, Waltham Abbey), to finance the shortfall after allowing for external funding.

## **11. EXCLUSION OF PUBLIC AND PRESS**

**Decision:**

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>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Paragraph Number</b>
10b	Epping Forest Shopping Park – Legal Structure	3
11	Site of former Sir Winston Churchill Public House – Development Agreement	3

**12. EPPING FOREST SHOPPING PARK - LEGAL STRUCTURE**

**Decision:**

- (1) That the proposed structure and associated documentation for a joint venture vehicle to deliver the Epping Forest Shopping Park development and management as set out in Appendix 1, be agreed;
- (2) That delegated authority be granted to the Director of Governance to make drafting amendments in consultation with the Asset Management and Economic Development Portfolio Holder;
- (3) That the appointment of four Directors to the Board of the Epping Forest Shopping Park GP Limited, be agreed;
- (4) That the appointment of Colliers International and Harvey Spack as joint marketing agents on a fee basis of 15% of total rents achieved on letting estimated at £375,000 for both agents (EFDC contribution being 50%), be agreed;
- (5) That budgetary provision of £175,000 be made for the appointment of Quantity Surveyors and Structural Engineers in conjunction with Polofind Limited following joint tendering (EFDC contribution being 50%);
- (6) That the early responses to the initial marketing of the retail offer be noted;
- (7) That negotiation of the purchase of Polofind Limited's interest in the proposed development be agreed, and progress in this respect be report back to the Cabinet;
- (8) That, subject to (7) above, Colliers International be appointed only to negotiate the purchase of Polofind Limited's interest at a rate of 0.5% of the total investment value or 1.5% of the land value;
- (9) That a detailed, updated financial appraisal be reported to the next Cabinet meeting following updated cost and value information currently being prepared, and that ongoing updates be made to each Cabinet meeting thereafter in order to monitor progress; and
- (10) That supplementary estimates be sought in 2014/15 of £30,000 DDF and £15,000 capital and estimates in 2015/16 of £187,500 DDF and £222,500

capital.

**14. SITE OF FORMER SIR WINSTON CHURCHILL PUBLIC HOUSE,  
LOUGHTON - DEVELOPMENT AGREEMENT**

**Decision:**

- (1) That the Development Agreement previously approved by the Cabinet on 9 September 2013 be varied in accordance with Heads of Terms attached and recommended by the Council's agent, Latham High Chartered Surveyors;
- (2) That Sharpe Pritchard Solicitors, who acted for the Council with regard to the original development agreement, be re-instructed to act for the Council to vary the agreement; and
- (3) That the Asset Management and Economic Development Portfolio Holder be authorised to agree minor amendments to the documentation, in consultation with the Director of Governance.

