



# Epping Forest District Council

## DECISIONS

<b>Committee:</b>	<b>CABINET</b>
<b>Date of Meeting:</b>	<b>Monday, 10 December 2018</b>

<b>Date of Publication:</b>	<b>14 December 2018</b>
<b>Call-In Expiry:</b>	<b>20 December 2018</b>

This document lists the decisions that have been taken by the Cabinet at its meeting held on Monday, 10 December 2018, which require publication in accordance with the Local Government Act 2000. The list specifies those decisions, which are 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:

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### **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>
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### **3. MINUTES**

#### **Decision:**

That the minutes of the meeting of the Cabinet held on 8 November 2018, be taken as read and signed by the leader as a correct record.

## 7. ACCOMMODATION STRATEGY

### Decision:

- (1) That the Cabinet approved the accommodation option to maximise the Civic building use in Epping High Street by:
  - (a) retaining Civic, Democratic and Customer Service functions on the Epping site;
  - (b) delivering a combination of partner, community and business services from the Civic building;
  - (c) refurbishing the areas of the Civic building to the standards appropriate for the use (subject to b) above);
  - (d) the disposal of land to the rear of the Civic site in line with the Local Plan allocation;
  - (e) building office accommodation on Council owned land in North Weald for occupation by the Council and potentially partner organisations;
- (2) That consequent to the approval of recommendation (1) above the following actions be taken:
  - (a) That the Council proceed to full design and build specification of a new build reporting back to the Cabinet before the end of the financial year 2018/2019 seeking agreement to proceed to the procurement of the new build process and its Capital requirement;
  - (b) Cabinet agreed £425,000 capital expenditure for professional services and programme resource to deliver year 1 of the programme met from the existing planned maintenance budget phased as follows: virements of £25,000 in 2018/19 and £400,000 in 2019/20;
  - (c) That land allocated within the local plan to the rear of the civic site be marketed for sale, with the sale to be progressed before end of the financial year 2019/20;
  - (d) That authority be given to the Chief Executive to 'soft' market test the letting of areas of the Civic building spaces as marked on appendix A of the report;
- (3) That a further report be made to Cabinet on:
  - (a) the feasibility of the marketing of the part site before the end of the financial year 2018/2019;
  - (b) the revisions required to the accommodation programme to align it with these recommendations;
  - (c) the formation of a governance structure to support effective and efficient delivery across the programme; and

- (4) That the Cabinet receive regular updates on the programme to future meetings.

## **8. ST JOHN'S ROAD DEVELOPMENT, EPPING**

### **Decision:**

- (1) That the Cabinet noted the failure to conclude the tri-partite agreement between the District and Town Council and their development partner, for the redevelopment of the St John's Road site in Epping;
- (2) That the Cabinet agreed to proceed with an alternative scheme in accordance with the previously adopted Development and Design Brief in order to seek to deliver the community and economic benefits sought;
- (3) That the Cabinet formally seek to enter into a partnership with Epping Town Council as part of any new scheme to ensure a strategic approach to this important Town Centre site;
- (4) That in the event of a partnering arrangement not being possible with Epping Town Council, the District Council proceeds with the St John's Road Redevelopment project, on land within its ownership;
- (5) That as a result of the assessment undertaken by independent consultants as required by Sport England, that the St John's Road site becomes the preferred site for the re-provision of Epping Sports Centre, in a final form to best meet the future Leisure needs of the local community;
- (6) That, subject to recommendation (5) above, the new leisure centre was sought to be delivered through the existing contractual arrangements with the Council's Leisure Management Partner Places for People;
- (7) That if the Cabinet elects to choose St John's Road, Epping as its preferred site for a new Leisure Centre to replace Epping Sports Centre, then the North Weald Airfield Masterplan is amended accordingly within the Local Plan;
- (8) That, subject to recommendation (7) above, a full assessment of alternative community provision be undertaken as part of the wider North Weald Masterplan to ensure that the needs of current and future residents were met as part of the implementation of the Local Plan;
- (9) That in order to proceed with the completion of a full development appraisal and bring forward a planning application for the site,

appropriate external consultancy expertise is procured, to be funded by the anticipated balance of £150,000 from the £400,000 the Council has previously agreed for the partial demolition of the site; and

- (10) That appropriate governance arrangements are put in place through the establishment of a multi-disciplinary project team and that regular reports were brought forward on progress and key decisions to both the Asset Management and Economic Development Cabinet Committee, the Cabinet and the Council.

## **9. HARLOW & GILSTON GARDEN TOWN - VISION & DESIGN GUIDE**

### **Decision:**

- (1) That the Garden Town Vision and Design Guide documents appended to the report be agreed as material planning considerations for the preparation of masterplans, pre-application advice, assessing planning applications and any other development management purposes for sites within the Harlow and Gilston Garden Town; and
- (2) That the Service Director Planning in consultation with the Planning Portfolio Holder be authorised to make minor amendments to the Garden Town Vision and Design Guide documents should there be any agreed changes proposed by the respective committees of East Herts, Harlow and Epping Forest District Council's in order to ensure a consistent document

## **10. LANDMARK SITE, LOUGHTON - CAPITAL COSTS**

### **Decision:**

That Cabinet seek a supplementary bid of an additional £140,000 of capital within the 2018/19 revised Capital Programme, from the Council.

## **11. CAPITAL REVIEW 2018/19-2022/23**

### **Decision:**

- (1) That the latest five-year forecast of capital receipts be noted;
- (2) That the forecast application of usable capital receipts shown in the report, be approved;
- (3) That borrowing of an estimated £8,227,000, necessary to

support the General Fund Capital Programme, be noted;

(4) That the following amendments to the Capital Programme be recommended to Council to approve:

(a) supplementary capital estimates of £56,000 for works to investment properties and £23,000 for the Shopping Park letting fees in 2018/19;

(b) the inclusion of a supplementary capital estimate of £140,000 for works to let the units at the Landmark Building in 2018/19 and £70,000 for the installation of a new sub-station at North Weald Airfield, pending Cabinet report submission and approval;

(c) additional allocations of £603,000 relating to the updated five-year planned facility management programme in 2021/22;

(d) the inclusion of Capital allocations of £1,706,000, including recommendation (b), and £323,000 into 2018/19 and 2019/20 respectively as approved by appropriate delegations;

(e) savings and reductions totalling £53,000 in 2018/19 and £10,000 in 2019/20 for General Fund projects as identified in the report;

(f) virements relating to the Accommodation Project, pending approval, of £25,000 in 2018/19 and £400,000 in 2019/20 to be taken from on-hold planned maintenance budgets;

(g) further virements in 2018/19 of £25,000 and £206,000 in 2019/20 within the General Fund and a transfer of a £33,000 potential saving within the car parking schemes;

(h) additional allocations, savings, reductions and virements in respect of the Council's housebuilding programme and other HRA capital schemes as identified in the report; and

(i) carry forwards totalling £2,294,000 and £7,473,000 from 2018/19 to future years for General Fund and HRA capital schemes respectively, as outlined in the report and Resources Implications table.

## **12. FINANCE & PERFORMANCE MANAGEMENT CABINET COMMITTEE**

### **Decision:**

That the recommendations of the meeting of the Finance and Performance Management Cabinet Committee held on 15<sup>th</sup> November 2018 be agreed. That:

### **Fees and Charges:**

- (1) That the proposed fees and charges for 2019/20, as set out in the appendices to the minutes be approved; and
- (2) That the proposed schedule of Housing Revenue Account fees and charges for 2019/20 be approved.

### **13. EPPING FOREST YOUTH COUNCIL - PROJECT DEVELOPMENT**

#### **Decision:**

That the Cabinet agreed a DDF sum of £15,000 to be allocated to Epping Forest Youth Council, as a project budget to enable the Youth Council to deliver a range of targeted projects for young people in 2019/20, 2020/21 and 2021/22.

### **14. ANY OTHER BUSINESS**

#### **Local Plan Cabinet Committee Minutes**

#### **Decision:**

That the recommendation of the meeting of the Local Plan Cabinet Committee held on 22<sup>nd</sup> November 2018 be agreed. The Cabinet noted that the decision on the item on the Epping Forest District Local Plan Update implied the moving of money around from DDF to the CSB.