



EAST
CAMBRIDGESHIRE
DISTRICT COUNCIL

AGENDA ITEM NO. X

Minutes of a meeting of the Asset Development Committee held in the Council Chamber, The Grange, Nutholt Lane, Ely on 17th December 2018 at 4:00pm.

PRESENT

Councillor Bill Hunt (Chairman)
Councillor Christine Ambrose Smith
Councillor David Ambrose Smith
Councillor Paul Cox
Councillor Lorna Dupré
Councillor Mathew Shuter
Councillor Lisa Stubbs

IN ATTENDANCE

Maggie Camp – Legal Services Manager and Monitoring Officer
Spencer Clark – Open Spaces & Facilities Manager
Emma Grima – Director, Commercial
John Hill – Chief Executive
Phil Rose – Head of Property & Development, East Cambs
Trading Company
Adrian Scaites-Stokes – Democratic Services Officer

25. **PUBLIC QUESTION TIME**

There were no public questions.

26. **APOLOGIES AND SUBSTITUTIONS**

Apologies were offered on behalf of Councillor Christine Ambrose Smith, who would be arriving late.

27. **DECLARATIONS OF INTEREST**

Councillors Mathew Shuter and Bill Hunt declared prejudicial interests in agenda item number 12, as they were the Chairman and Vice Chairman respectively of the County Council committee responsible for the service in question.

28. **MINUTES**

It was resolved:

That the minutes of the Asset Development Committee meeting held on 8th October 2018 be confirmed as a correct record and be signed by the Chairman.

29. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:

- The Chairman was pleased to say that six coach bays had been provided at the Downham Road site, which was one more than the previous provision at Barton Road. The works to create these spaces had allowed the Council to help Ely Football Club repair its roadway and car park. The coach companies had been contacted to make them aware of this provision, which would give their drivers opportunities to use the toilet and leisure facilities on that site.
- The Council was constantly looking at car parking provision within Ely and, although one space had been lost at Barton Road, an additional three had been gained elsewhere. It was hoped that by the end of the financial year the relocation of four disabled spaces in the Newnham Street car park would be completed. This would give disabled drivers closer access to the town centre and would also permit the creation of an extra six parking spaces elsewhere in the car park.
- A letter had been received from the Chairman of the Cambridge and District MG Owners Club thanking the Open Space & Facilities Manager and Committee Chairman for allowing the Club to hold its Annual Charity Fund Raiser using Palace Green, Ely on 15th February 2020. This would provide extra interest in the city and these sort of events would be welcomed.

30. **BURWELL PUBLIC CONVENIENCES**

The Committee considered a report, reference T157 previously circulated, about the transfer of the freehold of the public conveniences at The Causeway, Burwell.

The Director Commercial reminded the Committee that the conveniences had been closed previously, following an overall review. Since then Burwell Parish Council had come to realise how well the public conveniences had been used and had requested obtaining the freehold of it. Consequently, negotiations had taken place with the Parish Council, who stated that it would take steps to improve this facility. 60% of its use would be as a public convenience with 40% used for storage. If the facility at any time was not used as a convenience the freehold would revert back to this Council. It could not just be used for storage. It was recommended to agree to transfer the freehold, subject to appropriate conditions.

It was resolved:

That the transfer (at the value of £5.00) of the freehold of the public conveniences at the Causeway, Burwell to Burwell Parish Council, subject to the conditions set out in 3.5.1 of this report, be approved.

31. **BARTON ROAD PUBLIC CONVENIENCE IMPROVEMENTS**

The Committee considered a report, reference T158 previously circulated, on improvements to the public conveniences at Barton Road, Ely.

The Director Commercial advised the Committee that the facility at Barton Road had been identified for retention but some cosmetic work had been required. Since then, further investigation had shown up the need to do more work. This would be funded through Section 106 (S106) contributions and would include re-tiling, provision of waterless urinals, replacing taps and other minor works. Using the S106 funds would have no impact on the Council's budget.

In response to Councillor Paul Cox's query about the waterless urinals, it was explained that these would reduce smells, produce a cost saving and would be simpler to maintain.

Councillor Lorna Dupré questioned the contributions from S106 funds and the City of Ely Council's contribution. Would some of the other Council's contribution be used as part of the £20,000? It was not clear how much S106 money would be used, as it was not shown in the figures. The Chief Executive clarified that the funding for the proposed works would only come from S106 funds and added that clarification to the officer's recommendation.

Councillor David Ambrose Smith asked whether the City Council's annual contribution was on an unlimited basis. The Director Commercial explained that the City Council considered its contribution on an annual basis and would be contributing at least until 2019/20.

Councillor Bill Hunt expected the public convenience to continue to be used and noted that the City of Ely Council had a budget of £7,000 for annual maintenance. He also noted that the re-tiling would be from floor to ceiling but asked how the ceiling would be dealt with. The Open Spaces & Facilities Manager explained that this could be re-painted.

It was resolved:

That the Director Commercial be authorised to spend up to £20,000 from Section 106 funds to make improvements to the public conveniences at Barton Road, Ely.

32. **ASSET MAINTENANCE PROGRAMME 2018/19**

The Committee considered a report, reference T159 previously circulated, updating Members on the Asset Management Planned Maintenance Programme for 2018/19.

The Open Spaces & Facilities Manager advised the Committee that the works to the gully and roof in the Annex had been completed. Work on the flat roof in the main building had also been completed but following subsequent re-decorating work a beam on the first floor had been uncovered which required work and further investigation due to its deterioration. So the re-decorating work had stopped until this investigation was completed. As this meant the first floor corridor was blocked off, the fire evacuation procedures had been amended.

Future work related to continuing work reducing the height of the wall on Barton Road. The Council had been advised that the wall had been too high and needed to be lowered. This work was ongoing and local residents had been consulted first. This was quite a big job and specialists had been called in due to the materials used.

Councillor Bill Hunt asked when the extra car parking spaces in Newnham Street would be in operation. The Open Spaces & Facilities Manager revealed that there were some very large conifers to be removed, the fence checked and measurements for the new parking spaces to be completed. It was hoped that this work would be done in the New Year.

Councillor Christine Ambrose Smith joined the meeting at this point, 4:24pm.

It was resolved:

That the actual spend (at 30th November 2018) set out in Appendix 1 be noted.

33. **FORWARD AGENDA PLAN**

The Committee considered and noted its Forward Agenda Plan.

34. **EXCLUSION OF THE PUBLIC INCLUDING REPRESENTATIVES OF THE PRESS**

It was resolved:

That the press and public be excluded during the consideration of the items 11 to 13 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Categories 1, 2 and 3 of Part I Schedule 12A to the Local Government Act 1972 (as amended).

35. **EAST CAMBS TRADING COMPANY LTD (ECTC) OFFICE ACCOMMODATION**

The Committee considered an Exempt report, reference T160 previously circulated, concerning the office accommodation of the East Cambs Trading Company (ECTC).

The Chief Executive advised the Committee as to the background to the issue, the questions that needed to be considered, the relevant evidence and the recommended course of action.

The Committee sought clarification on the work done, the issues and potential options, future provision and, when put to the vote, agreed to the recommendations.

It was resolved:

That the recommendations in the report be agreed.

*Councillors Bill Hunt and Mathew Shuter left the meeting at this point, 4:41pm.
Councillor Lisa Stubbs assumed the Chair.*

36. **ELY REGISTRY OFFICE – 74 MARKET STREET, ELY**

The Committee considered a report, reference T161 previously circulated, relating to Ely Registry Office.

The Legal Services Manager outlined the matter and set out the recommendations.

The Committee had no issues and agreed to the recommendations.

It was resolved:

That the recommendations in the report be agreed.

*Councillors Bill Hunt and Mathew Shuter rejoined the meeting at this point,
4:44pm.
Councillor Bill Hunt resumed the Chair.*

37. **LAND DEVELOPMENT OPPORTUNITIES AND ASSET DEVELOPMENT PROGRAMME UPDATE 2018/19**

The Committee considered an Exempt report T162, previously circulated, that provided an update on land development opportunities and the asset development programme.

The Head of Property & Development updated the Committee on a couple of development sites and the anticipated completion dates.

It was resolved:

That the progress in relation to the Land Development Opportunities and Asset Development Programme be noted.

The meeting concluded at 4:45pm.