

Investment Board – 29 September 2016

Minutes of the meeting of the **Investment Board** held on **29 September 2016** when there were present:-

Chairman: Cllr M J Steptoe
Vice-Chairman: Cllr J R F Mason

Cllr T G Cutmore	Cllr T E Mountain
Cllr R R Dray	Cllr I H Ward
Cllr N J Hookway	Cllr M J Webb
Cllr M Hoy	Cllr A L Williams
Cllr Mrs T R Hughes	

VISITING MEMBERS

Cllrs Mrs J R Gooding, M J Lucas-Gill, Mrs C M Mason, Mrs L Shaw and D J Sperring.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs G J Ioannou and J E Newport.

SUBSTITUTES

Cllr C M Stanley - for Cllr J E Newport

OFFICERS PRESENT

S Scrutton	- Managing Director
N Khan	- Executive Director
M Harwood-White	- Assistant Director, Commercial Services
M Hotten	- Assistant Director, Environmental Services
A Law	- Assistant Director, Legal Services
R Manning	- Section 151 Officer
D Tribe	- Assistant Director, Customer, Revenues & Benefits Services
S Worthington	- Committee Administrator

ALSO PRESENT

S Gilbert	- Development Consultant, Essex Housing
A Thompson	- Development Operations Manager, Essex Housing

210 MINUTES

The Minutes of the meeting held on 26 July 2016 were approved as a correct record and signed by the Chairman.

EXCLUSION OF THE PRESS AND PUBLIC

Resolved

That the press and public be excluded from the meeting for the remaining

business on the grounds that exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

211 MAXIMISE OUR ASSETS: PROJECT WYVERN

The Committee considered the exempt report of the Assistant Director, Commercial Services and the Section 151 Officer providing an update on Project Wyvern.

Members received a presentation from S Gilbert and A Thompson from Essex Housing providing an update on progress of Project Wyvern and outlining various next step options in respect of the Wyvern sites.

Following the presentation there was discussion around different development options and financial viability of the various sites identified within the project.

Detail on the discussion and resolutions is set out in the exempt appendix to these minutes.

212 CREMATORIUM PROJECT UPDATE

The Committee considered the exempt report of the Assistant Director, Environmental Services providing an update on the crematorium project.

The Committee determined that work on this project should now be concluded as the project was not considered to be financially viable.

Resolved

- (1) That it be recognised that the development of a crematorium within the district would not be financially viable.
- (2) That the crematorium project is now concluded. (ADES)

213 MAXIMISE OUR ASSETS: ASSET REGISTER REVIEW

The Committee considered the exempt report of the Assistant Director, Commercial Services providing an update on the asset register review project, which falls within the business plan theme of 'maximise our assets'.

During discussion of the various sites detailed within the officer's report there was discussion around the need for appropriate public consultation on the sites and the necessity of involving relevant Ward Councillors in this process.

Detail on the discussion is set out in the exempt appendix to these minutes.

Resolved

- (1) That, in principle, the sites identified from the asset register review be taken forward for development.

- (2) That the assets be developed along the lines of affordable rented accommodation.
- (3) That £20,000 be drawn down from the Council's hard/soft infrastructure reserve to carry out the necessary work to achieve outline planning permission for each site, subject to relevant Ward Councillors being consulted during this process.
- (4) That a further report be submitted to the Investment Board after outline planning permission is achieved. (ADCS)

214 THE OLD HOUSE: OPTIONS FOR ALTERNATIVE USE

The Committee considered the exempt report of the Assistant Director, Commercial Services providing an update on options for alternative use of the Old House, Rochford.

During discussion of the report, there was a general consensus that, given the unique nature of the Old House, there would be merit in a small working group exploring the various options within the officer's report for future use of the building in more detail and reporting back to the Investment Board in due course.

Detail on the discussion is set out in the exempt appendix to these minutes.

Resolved

That the Deputy Leader and Assistant Director, Commercial Services co-ordinate a small Member and officer Working Group to look at the various options detailed in the exempt report and to report back to the Investment Board in due course. (ADCS)

215 ESTABLISHMENT OF A LOCAL AUTHORITY TRADING COMPANY

The Committee received an information briefing from the Assistant Director, Legal Services on scrutiny and decision-making powers in respect of the local authority trading company.

It was noted that a report would be considered at the next meeting of Council relating to the delegation of shareholder responsibilities for Green Gateway Trading Ltd to the Investment Board, amendment of the terms of reference of the Council's Investment Board and the amended Reserved Matters schedule.

Detail on the discussion is set out in the exempt appendix to these minutes.

216 PROGRAMME OFFICE UPDATE

The Committee received a verbal update from the Executive Director on the work of the Programme Office.

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The Executive Director drew Members' attention to the Member training session on the Programme Office scheduled for 10 November 2016 and circulated a copy of a schedule providing details of key projects and key risks associated with the projects to all those present.

Members all concurred that it would be appropriate for the Chairman and Vice-Chairman of the Committee to work with the Executive Director on prioritising the projects listed on the schedule and to report back to the Committee. In response to a Member question around why the Committee was taking these decisions, rather than Full Council, officers advised that Council had delegated this authority to the Committee within its terms of reference. Officers further emphasised that project sponsors included Portfolio Holders, as well as Councillors who were not Members of this Committee or of the Executive. One Member also observed that it was important for the Investment Board to be able to make commercial decisions quickly and efficiently.

Samples of branding/logos for Green Gateway Trading Ltd were circulated to those present and it was agreed that further work be undertaken on the preferred ideas and emailed to key Members Portfolio Holder for Environment, Chairman and Vice-Chairman of the Investment Board and the LATCo Project Member Sponsor for their approval.

The Investment Board were shown a rough cut of a Rochford District Council promotional video. The need for caution in terms of music copyright for the video was emphasised. Officers advised that the cost of producing the video in house would be a fraction of the cost of using external expertise. It was agreed that a small project team be set up, to include Cllr T E Mountain, to work on detailed scoping for the promotional video.

The meeting closed at 10.15 pm.

Chairman

Date

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