



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

MEMORANDUM

To: Councillor Bill Hunt Chairman Asset Development Committee	My Ref: JH/ls/memo/CllrBH(7)
cc: Councillor Lorna Dupré Spokesperson Councillor Lisa Stubbs	
From: Jo Brooks Director Operations	Date: 10 August 2017

ACTION TO BE TAKEN ON GROUNDS OF URGENCY – MEPAL OUTDOOR CENTRE WORKING PARTY

At the meeting of the Asset Development Committee on 3 July 2017, the Committee established the Mepal Outdoor Centre Working Party comprising the Chairman and Vice-Chairman of the Committee and Councillor Dupré to consider the future of the facility and site and undertake the necessary work to make recommendations back to the Asset Development Committee by 4 December 2017. Meeting dates for the Working Party have been agreed to achieve this timetable.

However, due to the need for flexibility because of the constrained timetable for the tendering process and reporting back to the Asset Development Committee and, although dates have been set for Working Party meetings there may be some issue that prevents a Member attending a meeting at the last minute, the Director Operations is proposing to reduce the quorum for the Working Party from 3 to 2.

The Director Operations is obliged to inform the spokesperson of the Committee and report to the next committee.

Jo Brooks
Director Operations

I agree/do not agree with the action detailed above

Signed W. T. 10
Councillor Bill Hunt
Chairman of Asset Development Committee

Date: 10th August 2017