

**Report to the Asset Management and
Economic Development Cabinet
Committee**



**Epping Forest
District Council**

Report reference: AMED-002-2017/18

Date of meeting: 06 July 2017

Portfolio: Asset Management and Economic Development

Subject: Asset Management Co-ordination Group Report

Responsible Officer: Derek Macnab (01992 564050)

Democratic Services: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

- (1) To note progress on the Asset Management and Development Projects.**

Executive Summary:

This report updates the Cabinet Committee on a number of projects as discussed at previous meetings.

Reasons for Proposed Decision:

To comply with the Cabinet Committee's previous request to monitor the development of the Council's Property Assets on a regular basis.

Other Options for Action:

None, as monitoring report is for information not action.

Report:

1. **Epping Forest Shopping Park** – A detailed report on progress on the development of the Epping Forest Shopping Park is contained within a separate report on the agenda.
2. **Oakwood Hill Depot** – As reported as previous meeting, work has commenced on the feasibility of the Housing Repairs Services relocating to the Oakwood Hill Depot. This is in accordance with the Council's accommodation Strategy agreed by the Cabinet on the 9 March 2017. A number of snagging issues are still to be fully resolved with the building contractor, however, progress is being made. Due to cost increases associated primarily with the installation of the alarm systems, a final outturn cost report on the project will be submitted to the Cabinet at a future meeting.
3. **Pyrles Lane Nursery** – Outline planning permission was granted for the demolition of the existing nursery buildings and the erection of up to 36 dwellings (flats and houses) with associated car parking, landscaping and supporting infrastructure. The Council has commissioned specialist advice on the value and marketing approach for disposal which is contained in Part II of the Cabinet's Agenda for the 11 July.

4. **St John's Road Development** – Final agreement between the District Council, Town Council and Frontier Estates has now been reached on the provision of the community elements of the scheme in particular assurance around the provision of the cinema. Now in hands of respective solicitors to complete the final legal agreement, which shall be ready to be entered into by mid-July. Once achieved, further work will commence on the planning application.
5. **North Weald Airfield** – The Council's external planning consultants, Arup Ltd, have completed their initial Stage 1 employment assessment as part of the Local Plan, to include the potential scale of employment uses that would be appropriate at the Airfield. The findings have been shared at the recent Member Workshop held on the 22 June. More detailed site assessment work will now commence on all the initial sites identified to include the Airfield. This will provide the planning context in which future commercial aviation related opportunities can be taken forward.
6. **Site of the former Winston Churchill Public House** – Joint Agents have been appointed and are in negotiation with a number of interested parties, to let the retail space on the ground floor, for which the Council retains the income.
7. **Hillhouse Development** – The contract with the Council's new Leisure Management partner Places for People, has been entered into and the management responsibilities were transferred to them on the 1 April. The outline planning permission, on the discharge of all the conditions to include the completion of the Section 106 Agreement, was issued in late March. Places for People are working on the full application for the new Leisure Centre, which is due for consideration by District Development Management Committee in July 2017.

Resource Implication:

None as this is a progress report.

Legal and Governance Implication:

As referred to in body of report.

Safer/Cleaner/Greener:

None as this is a progress report.

Consultation Undertaken:

None.

Background Papers:

Cabinet Reports on individual Capital Schemes.

Risk Assessments:

Risks relevant to each project are contained within Project Plans or Corporate/Department Risk Registers.

Equality analysis report

Use this report template to record your equality analysis. This report is a written record that demonstrates that you have shown *due regard* to the need to **eliminate unlawful discrimination, advance equality of opportunity and foster good relations** with respect to the personal characteristics protected by equality law. Due regard must be paid at formative stages of policy or service development, changes, or withdrawal.

To assist you in completing this report, please ensure you read the guidance notes in the Equality Analysis Toolkit and refer to the following Factsheets:

- Factsheet 1: Equality Profile of the Epping Forest District
- Factsheet 2: Sources of information about equality protected characteristics
- Factsheet 3: Glossary of equality related terms
- Factsheet 4: Common misunderstandings about the Equality Duty
- Factsheet 5: Frequently asked questions
- Factsheet 6: Reporting equality analysis to a committee or other decision making body

If you require further help, please contact the Performance Improvement Unit.

Step 1. About the policy, service change or withdrawal

Name of the policy, service or project: <i>be specific</i>	Progress Report on Council's Redevelopment Schemes
Revised / new / withdrawal:	
Intended aims / outcomes/ changes:	
Relationship with other policies / projects:	
Name of senior manager for the policy / project:	Derek Macnab
Name of policy / project manager:	Karim Pabani

Step 2. Decide if the policy, service change or withdrawal is equality relevant

Does the policy / project / service process involve, or have consequences for employees or other people? If yes, please state who will be affected. If yes, then the policy / project is equality relevant.	If yes, state which protected groups:
If no, state your reasons for this decision. Go to step 7.	If no, state reasons for your decision:
<i>The majority of Council policies and projects are equality relevant because they affect employees or our communities in some way.</i>	Not at this stage as simply monitoring report with no executive decision

Step 3. Gather evidence to inform the equality analysis

What evidence have you gathered to help you understand the impact of your policy or service change or withdrawal on people? What does your evidence say about the people with the protected characteristics? If there is no evidence available for any of the characteristics, please explain why this is the case, and your plans to obtain relevant evidence. Please refer to Factsheet 2 '*Sources of evidence for the protected characteristics*'

<i>Characteristic</i>	<i>Evidence (name of research, report, guidance, data source etc)</i>	<i>What does this evidence tell you about people with the protected characteristics?</i>
Age		
Dependents / caring responsibilities		
Disability		
Gender reassignment		
Marriage and civil partnership		
Pregnancy and maternity		
Race / ethnicity		
Religion or belief		
Sex		
Sexual orientation		

Steps 4 & 5 Analyse the activity, policy or change (*The duty to eliminate unlawful discrimination*)

Based on the evidence you have analysed, describe any actual or likely adverse impacts that may arise as a result of the policy decision. Where actual or likely adverse impacts have been identified, you should also state what actions will be taken to mitigate that negative impact, ie what can the Council do to minimise the negative consequences of its decision or action.

<i>Characteristic</i>	<i>Actual or likely adverse impacts identified</i>	<i>Actions that are already or will be taken to reduce the negative effects identified</i>
Age		
Dependents / caring responsibilities		
Disability		
Gender reassignment		
Marriage and civil partnership		
Pregnancy and maternity		
Race / ethnicity		

Religion or belief		
Sex		
Sexual orientation		

Step 6.

The duty to advance equality of opportunity

Can the policy, service or project help to advance equality of opportunity in any way? If yes, provide details. If no, provide reasons. *(Note: not relevant to marriage and civil partnership)*

<i>Characteristic</i>	<i>Ways that this policy, service or project can advance equality of opportunity</i>	<i>Why this policy, service or project cannot help to advance equality of opportunity:</i>
Age		
Dependents / caring responsibilities		
Disability		
Gender reassignment		
Pregnancy and maternity		
Race / ethnicity		
Religion or belief		
Sex		
Sexual orientation		

The duty to foster good relations

Can the policy, service or project help to foster good relations in any way? If yes, provide details. If no, provide reasons. *(Note: not relevant to marriage and civil partnership)*

<i>Characteristic</i>	<i>How this policy, service or project can foster good relations:</i>	<i>Why this policy, service or project cannot help to foster good relations:</i>
Age		
Dependents / caring responsibilities		
Disability		
Gender reassignment		
Pregnancy and maternity		
Race / ethnicity		
Religion or belief		
Sex		
Sexual orientation		

Step 7. Documentation and Authorisation

Summary of actions to be taken as a result of this analysis (add additional rows as required):	Name and job title of responsible officer	How and when progress against this action will be reported
1.		
2.		
3.		

Name and job title of officer completing this analysis:	Derek Macnab Director of Neighbourhoods
Date of completion:	26 June 2017
Name & job title of responsible officer: (If you have any doubts about the completeness or sufficiency of this equality analysis, advice and support are available from the Performance Improvement Unit)	
Date of authorisation:	
Date signed copy and electronic copy forwarded to PIU equality@eppingforestdc.gov.uk	

Step 8. Report your equality analysis to decision makers:

Your findings from this analysis (and any previous analysis) must be made available to a decision making body when it is considering the relevant service or policy.

Therefore you must:

- reflect the findings from this analysis in a 'Due Regard Record' (template available), and attach it as an appendix to your report. The Record can be updated as your policy or service changes develop, and it exists as a log of evidence of due regard;
- Include this equality information in your verbal report to agenda planning groups or directly to portfolio holders and other decision making groups.

Your summary of equality analysis must include the following information:

- if this policy, service change or withdrawal is relevant to equality, and if not, why not;
- the evidence base (information / data / research / feedback / consultation) you used to help you understand the impact of what you are doing or are proposing to do on people with protected characteristics;
- what the evidence base (information / data / research / feedback / consultation) told you about people with protected characteristics;
- what you found when you used that evidence base to assess the impact on people with the protected characteristics;
- whether or not your policy or service changes could help to advance quality of opportunity for people with any of the protected characteristics;

- whether or not your policy or service changes could help to foster good relations between communities.