

# Committee Agenda



**Epping Forest  
District Council**

## **Council Housebuilding Cabinet Committee Tuesday, 16th March, 2021**

You are invited to attend the next meeting of **Council Housebuilding Cabinet Committee**, which will be held at:

**Virtual Meeting on Zoom  
on Tuesday, 16th March, 2021  
at 7.00 pm .**

**Georgina Blakemore  
Chief Executive**

**Democratic Services  
Officer**

Jackie Leither Tel: 01992 564756  
Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

### **Members:**

Councillors H Whitbread (Chairman), N Avey, N Bedford, A Patel and J Philip

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### **WEBCASTING/FILMING NOTICE (VIRTUAL MEETINGS)**

**Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.**

**You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.**

**Therefore by participating in this virtual meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If members of the public do not wish to have their image captured they should ensure that their video setting throughout the virtual meeting is turned off and set to audio only.**

**In the event that technical difficulties interrupt the virtual meeting that cannot be overcome, the Chairman may need to adjourn the meeting.**

**If you have any queries regarding this, please contact the Corporate Communications Manager on 01992 564039.**

**1. WEBCASTING INTRODUCTION**

The Chairman will read the following announcement:

“I would like to remind everyone present that this virtual meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

Please also be aware that if technical difficulties interrupt the meeting, that cannot be overcome, I may need to adjourn the meeting.

Members are reminded of the need to unmute their microphones before speaking.”

**2. APOLOGIES FOR ABSENCE**

To be announced at the meeting.

**3. SUBSTITUTE MEMBERS**

To report the appointment of any substitute members for the meeting.

**4. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

**5. MINUTES (Pages 5 - 14)**

To confirm the minutes of the last meeting of the Cabinet Committee held on 08 December 2020.

**6. COUNCIL HOUSEBUILDING PROGRESS REPORT - PHASES 3-5 (Pages 15 - 96)**

That the Service Director, Housing Management and Home Ownership to present a report to the Council Housebuilding Cabinet Committee with regard to updating the Committee on the progress of the Council House Building Programme, Phases 3 to 5.

**7. ANY OTHER BUSINESS**

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs 6 and 25 of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order 6 (non-executive bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks' notice of non-urgent items is required.

**8. EXCLUSION OF PUBLIC AND PRESS**

**Exclusion**

To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the

public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Paragraph Number</b>
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

### **Background Papers**

Article 17 - Access to Information, Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection one copy of each of the documents on the list of background papers for four years after the date of the meeting. Inspection of background papers can be arranged by contacting either the Responsible Officer or the Democratic Services Officer for the particular item.

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## EPHING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

**Committee:** Council Housebuilding Cabinet **Date:** Tuesday, 8 December 2020  
**Place:** Virtual Meeting on Zoom **Time:** 5.00 - 5.51 pm  
**Members Present:** H Whitbread (Chairman), N Avey, N Bedford, A Patel and J Philip  
**Other Councillors:** S Murray, S Neville and D Wixley  
**Apologies:** No apologies  
**Officers Present:** D Fenton (Service Director (Housing Revenue Account)), J Cosgrave (Interim Development Housing Manager), J Leither (Democratic Services Officer) and G Woodhall (Team Manager - Democratic & Electoral Services)

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### 20. WEBCASTING INTRODUCTION

The Chairman made a short address to remind everyone present that the meeting would be broadcast live to the internet, and would be capable of repeated viewing, which could infringe their human and data protection rights.

### 21. SUBSTITUTE MEMBERS

The Cabinet Committee noted there were no substitute members.

### 22. DECLARATIONS OF INTEREST

There were no declarations of interest pursuant to the Council's Code of Member Conduct.

### 23. MINUTES

#### Resolved:

That the minutes of the Council Housebuilding Cabinet Committee meeting held on 08 September 2020 be taken as read and would be signed by the Chairman as a correct record.

### 24. COUNCIL HOUSE BUILDING PROGRESS REPORT - PHASES 3-5

Deborah Fenton, Service Manager, Housing Management and Home Ownership, presented a report recommending that the Council House Building Progress report Phases 3 to 5 be noted.

She advised that the report set out the progress that had been made across phases 3 to 5 of the House building programme and that were either completed, on-site or were currently being procured.

### Phase 3

#### Queens Road, North Weald: HR116

10 x 3 Bed Houses & 2 x 2 Bed Houses

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Queens Road	Storm Bld.	07:01:19	83 Wks	07:08:20
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
30:09:20	6 Wks	£2,470,493	£2,914,732	£444,239 (18%)

The completion date was originally August 2020 however due to the Government Restrictions in place relating to Covid-19 and the consequential effect on the supply chain, there have been two Extensions of Time (EOT) awards. The first for 5 weeks and the second 23 weeks and 2 days. This took the site completion through to 28/02/21 however, it was currently anticipated that (based upon the contractor's latest programme) all 12 units would achieve completion simultaneously on 21.01.21.

The anticipated final account was £2,914,732 this was £444,239 over contract value relating mainly to contamination removal, the under provision for utilities and Covid-19 delays. The contractor Storm Limited, are claiming £99,000 for preliminaries based on the awarded EOTs. Contractually, this was being resisted.

### Phase 4

The sites in Phase 4 were progressing albeit slowly due to the Government restrictions in place relating to Covid-19 and the associated supply chain disruption this has particularly impacted on a number of areas limiting progress and materials e.g. fencing materials.

#### Phase 4.1 – Contracted with TSG Ltd

			SoS	Weeks	Handover
<b>Chequers Road (A) - Loughton</b>	HR 124	3 x 3B units	31:07:20	56	20:08:21
<b>Bushfields - Loughton</b>	HR 122	2 x 2B units	13:07:20	56	16:08:21
<b>Chester Road - Loughton</b>	HR 130	3 x 2B units	07:09:20	56	25:10:21
<b>Queensway - Ongar</b>	HR 140	4 x 1B units	02:11:20	53	13:11:21
<b>Millfield - Ongar</b>	HR 138	2 x 1B units	30:11:20	53	30:11:21
<b>Total</b>		<b>14 units</b>			

The start on site activity has now occurred on Chequers Rd (A), Bushfields, Chester Road and Queensway with Millfield to follow shortly.

#### Pick Hill, Waltham Abbey HR145 : 2 x units

A Tender Report for the previously envisaged group of 4.3 sites (which included the Single Unit Sites) were carried out, however the tender report was redrafted, given the single unit sites were held pending confirmation of their planning status (this had also enabled a review to be made as to what other options could be best pursued this resulted in an amended report being prepared for the Portfolio Holders approval recommending that Pick Hill was included within the 4.1 group of sites.

An advanced traffic assessment study had been carried out along Pick Hill which concluded that no abnormal provisions were required with regard to construction traffic movement.

Once confirmation of approval was received contracts would be issued for signing.

#### Phase 4.2 – Contracted with Indecom Ltd

			<b>SoS</b>	<b>Handover</b>
<b>Hornbeam Close (B)</b> - Buckhurst Hill	HR 136	3 x units	25:01:21	04:02:22
<b>Hornbeam House</b> - Buckhurst Hill	HR 137	2 x units	25:01:21	04:02:22
<b>Bourne House</b> - Buckhurst Hill	HR 135	2 x units	25:01:21	04:02:22
<b>Etheridge Road</b> - Debden	HR 127	3 x units	11:01:21	21:01:22
<b>Denny Avenue</b> - Waltham Abbey	HR 144	3 x units	11:01:21	21:01:22
<b>Beechfield Walk</b> - Waltham Abbey	HR 147	5 x units	11:01:21	21:01:22
<b>Kirby Close</b> - Loughton	HR 120	4 x units	11:01:21	21:01:22
<b>Total</b>		<b>22 units</b>		

The Phase 4.2 sites were tendered in two groups. Contracts had been signed and the contractor, Indecom, took possession of the sites for insurance and Health & Safety purposes on 2 November 2020. They were currently completing their due diligence under their JCT Design & Build Contract confirming the above SoS dates and the anticipated dates for handover.

#### Phase 4.3

Phase 4.3 comprised of 15 units and were awaiting consent, with contract signing anticipated to be in January/February 2021, possession to take place in March 2021 with a start on site anticipated to be in July/August 2021.

<b>Pentlow Way</b> - Buckhurst Hill	HR139	7 x units
<b>Woollard Street</b> - Waltham Abbey	HR149	8 x units
<b>Total</b>		<b>15 units</b>

#### Phase 4.4

Phase 4.4 comprised of 28 units (an additional 12 units) were awaiting consent.

<b>Ladyfields</b> - Loughton	16 x units
<b>Chequers Road (B)</b> - Loughton: And possibly (held in SAC)	8 x units
<b>Lower Alderton Hall Lane</b> - Loughton:	2 x units
<b>Thatchers Close</b> - Loughton:	1 x unit
<b>Stonyshotts</b> - Waltham Abbey:	1 x unit
<b>Total</b>	<b>28 units</b>

Once approved, Ladyfields and Chequers Road (B), will be issued for tender in January/February 2021, returned by April 2021 for reporting in May 2021 and approval in June 2021. It was anticipated that contracts would be signed in July 2021 and possession achieved by August 2021. The contractor will carry out their Design and Build due diligence and discharge their pre-commencement conditions by December 2021 to start on site in January 2022.

#### Lower Alderton Hall Drive and Thatchers Close, Loughton

Both of these sites were awaiting planning consent and have been delayed by the Local Plan and SAC issues. It was anticipated that these sites may be released by mid-2021.

**Stonyshotts, Waltham Abbey**

The consent would be reviewed for either resubmission as previously consented, potentially redesigned to deliver 2 x 1 Bed units and considered as a test site for delivery of EFDC's first Self Build or Custom-built property as it would potentially require a 'Planning Passport' type approach and will require significant internal consultation.

<b>Bromefield Court</b> - Waltham Abbey	HR143	1 x unit
<b>Shingle Court</b> - Waltham Abbey	HR147	1 x unit
<b>Wrangle Court</b> - Waltham Abbey	HR161	1 x unit

These sites have been reviewed and it was considered that c50+ could be delivered in the Winters Way area whilst offering the opportunity to address the existing parking stress and deliver landscaping/play area improvements.

It was believed a much broader neighbourhood wide area review could be beneficial to all stakeholders. An approach had been made to local council representatives in line with a 'New Approach' agreed for reviewing future Phase 5 sites and it was hoped that the local representatives would see this as a positive option to addressing and improving the local environment.

**Whitehills Road, Loughton**

Given the change in planning advice it was intended to resubmit for planning consent with the aim of selling this site at auction as previously proposed.

**Phase 5**

In line with the principals of the 'New Approach' for Phase 5, several sites are now being progressed these are:

**Phase 5.1****St Peters Avenue, Shelly, Ongar**

There was a potential for 32 + units. Following a review of the area's potential, it was believed some 30+ units could be delivered within the wider area.

**Phase 5.2****Marlescroft Way, Loughton**

There was a potential for 24 + units. An initial assessment was being carried out with regard to the flood risk and arboriculture to consider the sites potential constraints prior to carrying out an initial sketch scheme.

**Hyde Mead & Pound Close, Nazeing**

There was a potential for 10 + units. An initial assessment was being carried on the area to the rear of No 43 with regard to the flood risk and arboriculture to consider the sites potential constraints prior to carrying out an initial sketch scheme. Given the close proximity to Pound Close, which was previously refused, it was intended to revisit this site with the aim of seeking support to a resubmission if the previous objections can be overcome.



**Hornbeam Close (A), Buckhurst Hill**

There was a potential for 8 + units. This garage site was one of four garage sites in the area that were considered for development. The application of this site was withdrawn in anticipation of it being refused. However, it was proposed to revisit this as there may be an opportunity to address in some way the considerable parking stress in the area and potentially deliver some landscaping improvements.

**Oakley Court, Hillyfields**

There was a potential for 4/12 + units. No 33 & 35 have been vacant for some time due to structure damage to the properties and No37 was in private ownership. It had been hoped (and may still be possible) to acquire No37 to afford a more comprehensive development but the owner has indicated he would prefer the two adjoining properties to be redeveloped.

Therefore, it was intended to carry out a sketch scheme and feasibility study to redevelop just the area of the two vacant units and to assess what could be achieved if No37 was acquired.

**Pyrles Lane (A) & (B)**

There was a potential for 6+ units. These are sites near to each other. Site (B) was previously submitted and refused however if support could be achieved for both these sites their development may facilitate enabling works that could potentially address in some way the parking stress in the area and deliver some landscaping improvements.

**Other sites to be reviewed:****Beechfield Walk (B), Waltham Abbey**

There was a potential for 3 + units. This site was in a poor state of repair and was attracting anti-social behaviour. Residents were being contacted and informed of the impending Start on Site at Beechfield Walk (A) and the intention to seek development on site (B).

**Winters Way, Waltham Abbey**

There was a potential for 50 + units. Broomfield Court, Shingle Court and Wrangley Court are located off Winters Way and when reviewed it became apparent that some 50+ units could potentially be delivered and thereby go some considerable way towards addressing the existing parking stress in the area together with landscaping and play area improvements. It was very much hoped that with Local Councillor engagement these much-needed affordable housing and neighbourhood improvements could be delivered.

**Barrington Close, Debden**

There was a potential for 20 + units. This area was once a community hall/garden to the sheltered housing scheme which had been restructured leaving the hall/garden area surplus to requirement. This site could offer the opportunity to deliver some much needed 2, 3 and 4 Bed units in an area with a high number of 1 Bed units.

**St John The Baptist Church, High Street**

There was a potential for 10 + units. This site was located between St John's Church and the adjoining Library and was in the ownership of the 'The Incumbent of the Benefice of Epping District in the County of Essex in the Diocese of Chelmsford and his Successors'. It was currently awaiting a pre-app meeting following which, if acceptable, the site would be assessed, and a feasibility study carried out for presentation to the Council House Building Cabinet Committee.

Councillor J Philip asked if the start dates in Phase 4.2 were correct as Hornbeam Close (B), Buckhurst Hill was 25 January 2021 but the other 6 site start dates were 11 and 25 January 2020.

J Cosgrave stated that the start dates of 11 and 25 January 2020 were a typographical error and should have read 11 and 25 January 2021.

He advised that in terms of Phase 4.1, which was approved at the December 2019 Council Housebuilding Committee meeting, the intention at that time was to enter into contracts by February/March 2020 at which point Covid-19 happened and the delay was a consequence of that and the contractors ability to do the design and build element which had a severe impact on the start on site in respect of Phase 4.1.

The tender report was produced in line with the anticipated programme for Phase 4.2 in March 2020 but did not get to a Council Housebuilding Committee for approval until June 2020 due to the delay of the Committees recommencing virtually. The start dates should all be 11 and 25 January 2021 but there was a delay of c4 months associated with getting the tender approved.

D Fenton added that there was sometimes a delay with a tender being received and a meeting being two or three months later.

Councillor H Whitbread advised that if this was the case and Members had no objections then an extraordinary meeting could always be convened to fit in with approving tenders.

Councillor A Patel asked when some sites were waiting for planning permissions they were being used for anti-social behaviour, there was a particular site in Buckhurst Hill and could you update the Committee on what steps were taken to alleviate the problems and what would be done to stop this occurring on all the other sites that were or had been vacated.

J Cosgrave stated in respect to the previous approach with the garage sites many of the sites in Phases 4.1 and 4.2 had planning consent in 2016/17 and as part of that original process, garage doors were removed to enact what was believed to be the planning consent at that time. Since then the Planning team has considered that was not an appropriate process as it entailed a 3 part process by removing the garage doors the sites then needed to have a contamination survey carried out and then the garages were then partially demolished leaving the rear walls in place because these often formed boundaries with adjoining properties. Going forward we were looking at as soon as the garages are vacated and the contamination report has been carried out, the sites will be demolished immediately and will be sealed off and secured to avoid this continuous anti-social behaviour and fly tipping.

D Fenton added that the sites would have hoarding erected with signage showing the good work the Council were doing, providing new properties in areas where people wanted to live.

Councillor A Patel asked about sites that have not been given planning permission due to parking stress and had noted that the Council are looking to bring forward those sites again so what work had been done to alleviate the parking stress in those areas.

J Cosgrave replied that for the same observation some of the sites in Phase 5 had been chosen as the issues with parking stress was a national issue, given the age of these developments and the time when they were designed and carried out. We are now engaging with the Local Town and Parish Councils and trying to find parking stress solutions and also with any landscaping and environmental issues.

Councillor A Patel asked how the consultation with local Town and Parish Councils and residents would take place.

J Cosgrave replied that he would give an example of how consultation with local residents had taken place. Phase 5, Shelley in Ongar there was currently a development, Queensway, that has just commenced in terms of development for four units. Previously when we reviewed the potential development site for Phase 5, one of the starting points was to revisit and review some of the sites previously assessed and to also take a view as to what worked and what didn't work. A pattern started to form as to what Officers were asking to be granted and what Members were willing to grant and these issues needed to be addressed within the application that was sought.

Shelley was one of the first sites in phase 5 to be addressed, previously a feasibility study was carried out by Pellings which identified a potential 7 units on the site and when the site was revisited it was identified that there was scope for 30 units or more on that site. Certain historical issues needed to be confronted and addressed one being the road network system where the road narrowed in parts and on street parking was a problem also there were a number of flats in the area that were controlled by EFDC that did not have sufficient parking arrangements and therefore residents were resorting to parking on the carriageway. A way to alleviate some of these parking problems was to have driveways but the cost from Essex County Council was around £2,500 plus VAT. This would be cost prohibitive to a great many residents and a meeting with ECC needed to take place to understand why these charges were so high and if anything could be done to bring them down.

This site will be coming back to the Council Housebuilding Cabinet Committee for approval to progress and these issues will be dissected, analysed and presented in detail so you can see the issues and what the cost benefit was in terms of an approach that may or may not be able to be resolved.

**Decision:**

- (1) That the contents of the Progress Report on Phases 3 to 5 of the Council House Building Programme be noted and presented to the Cabinet in line with the Terms of Reference of the Council Housebuilding Cabinet Committee.

**Reason for Decision:**

Set out in its Terms of Reference, the Council House Building Cabinet Committee was to monitor and report to the Council, on an annual basis, progress and expenditure concerning the Council House Building Programme. This report sets out the progress made over the last 12 months.

**Other Options Considered and Rejected:**

This report was on the progress made over the last 12 months and was for noting purposes only. There are no other options for action.

**25. TENDER APPROVAL REPORT FOR PHASE 4.3 AND VARIATIONS TO 4.1 AND 4.2**

Deborah Fenton, Service Manager (Housing Revenue Account), presented a report to the Cabinet Committee, she advised that as part of the Epping Forest District Council Phase 4 Council House Building Programme, Airey Miller undertook a competitive tender process with Epping Forest Framework Contractors for the phase 4.3 sites, consisting of 8 separate developments, however 5 Single Unit Sites were later excluded pending further review.

Tenders were invited from four Contractors from the Epping Framework Alliance Contract – Council House Building Programme; Indecon Building Ltd, Neilcott Construction Ltd, Roof Ltd and TSG Building Services PLC.

- Indecon Building Ltd confirmed their intention to tender;
- TSG Building Services PLC confirmed their intention to tender;
- Roof Ltd declined the tender process due to their resource constraints after initially confirming their willingness to tender; and
- Neilcott Construction withdrew from pricing citing pre-construction resource constraints.

Tender returns were received on the 14 August 2020 as instructed within the Invitation to Tender.

**Decision:**

- (1) That acceptance was recommended of the tender submitted by TSG Building Services PL in the sum of £4,039,436.45 including a £53,750 provisional sum for contaminated material removal. In addition a £197,655 provisional sum for statutory connections and diversions together with the proposed construction period of 52 weeks;
- (2) That acceptance was recommended that Pick Hill was issued as a variation on Phase 4.1 and a new JCT Design and Build contract was placed, once planning was determined, for Woollard Street and Pentlow Way; and
- (3) That acceptance was recommended that a contract was placed with Keith Peattie Associates for £28,230.00 for the Clerk of Works role on the Phase 4.2 group of sites.

**Reasons for Decision:**

To ensure progression of the Council House Building Programme.

**Other Options Considered and Rejected:**

Not to progress with the Council House Building Programme.

**26. PURCHASE OF LAND AT MASON WAY, WALTHAM ABBEY TO BUILD UP TO 10 UNITS**

Deborah Fenton, Service Manager (Housing Revenue Account), presented a report to the Cabinet Committee she advised that the report set out the opportunity to purchase discounted land which was at present land locked. This report follows on from a Portfolio Holders Report in August 2020 which sought consent to appoint Metaplan to carry out a feasibility study and provide EFDC with an options appraisal. The findings of the appraisal were favourable when proposing a mix of one and mainly 2 bed properties. This would form part of phase 5 of the Council House Building Programme. The cost of the land will come from the HRA account however the build costs (estimated at £2,347,671) will be part funded by a grant either from Homes England or from RTB receipts.

The historical context was contained in the report attached to the agenda.

**Decision:**

- (1) That approval be given to purchase the land at Mason Way (subject to planning approval) for the purpose of building up to 10 units for affordable rents. At a cost of £800K (land cost) and approval be given to build out the scheme (subject to planning approval) total cost £2,347,671.

**Reasons for Decision:**

Set out in its Terms of Reference, the Council House Building Cabinet Committee was to monitor and report to the Council on an annual basis progress and expenditure concerning the Council House Building Programme.

**Other Options Considered and Rejected:**

Not to purchase the land, and build out, subject to planning. This would mean the council would miss out on the opportunity to provide 10 much needed units for affordable rent.

**27. ANY OTHER BUSINESS**

The Cabinet Committee noted that there were no other matters of urgent business for consideration.

**28. EXCLUSION OF PUBLIC AND PRESS**

The Cabinet Committee noted that there was no business for consideration which would necessitate the exclusion of the public and press from the virtual meeting.

**CHAIRMAN**

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## **Report to the Council Housebuilding Cabinet Committee**



**Epping Forest  
District Council**

**Report reference: CHB-011-2020/21**  
**Date of meeting: 16 March 2021**

**Portfolio: Housing and Property Services**

**Subject: Council House Building Progress Report – Phases 3 - 5**

**Responsible Officer: Rochelle Hoyte (01992 562054)**  
**Service Manager**

**Democratic Services: J Leither (01992 564756)**

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### **Recommendations/Decisions Required:**

That the contents of this Progress Report on Phases 3 to 5 of the Council House Building Programme be noted and presented to the Cabinet in line with the Terms of Reference of the Council House Building Cabinet Committee.

### **Executive Summary:**

The report set's out the progress that has been made across phases 3 to 5 of the Housebuilding programme that are either completed, on-site and are currently being procured. In Phase 4, Package 4.1 - 16 units - have been contracted and starts on site all underway with Millfield started on 30/11/20 Pickhill has been added to 4.1 and start on site is due March 21 Package 4.2 - 22 units – has also been contracted and starts on site achieved January 21. Package 4.3 – 15 units – Consent approval received for Woollard Street Feb 21, contracts signing and possession still to be achieved March 21, with start on site anticipated July/Aug 21. Package 4.4 - 28 units - (an additional 12 units) are awaiting consent.

Ladyfields and Chequers Road (B) are still within planning and work is being undertaken to discuss how these can be progressed as quickly as possible. Since the approval of the APMS, it is anticipated that any schemes within the planning system will have reached a determination by May 21 as planners have requested an extension of time till this period. The tender process will follow, a consideration may be needed for an interim committee approval as it is likely that the previous forecast of June will be missed, the tender process will follow Aug/September 21 with contracts and possession achieved October 21, with the contractor being able to carry out their Design and Build due diligence and discharge their pre-commencement conditions still by Dec 21 to continue with the plan to start on site in Jan 22.

An update on Phase 5 is also provided within this report.

### **Reasons for Proposed Decision:**

Set out in its Terms of Reference, the Council House Building Cabinet Committee is to monitor and report to the Council, on an annual basis progress and expenditure concerning the Council House Building Programme. This report sets out the progress made since last reported.

## Other Options for Action:

This report is on the progress made over the last 12 months and is for noting purposes only. There are no other options for action.

## Report

### Phase 3

#### Queens Road, North Weald: HR116

10 x 3 Bed Houses & 2 x 2 Bed Houses

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Queens Road	Storm Bld.	07:01:19	83 Wks	07:08:20
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30:09:20	6 Wks	£2,470,493	£2,914,732	£444,239 (18%)

The completion date was originally August 2020 however due to the Government Restrictions in place relating to Covid19 and the consequential effect on the supply chain, there have been two Extension of Time (EOT) awards. The first for 5 weeks and the second 23 weeks and 2 days. Project completion was achieved 22.02.21 of all 12 units.

The latest final account of January 21 anticipated this as £2, 867,996 with £397,504 over contract value relating mainly to contamination removal, the under provision for utilities and Covid19 delays. The contractor Storm Ltd, are claiming £99K for preliminaries based on the awarded EOTs, this has been determined as cost neutral to both parties.

### Phase 4

#### Phase 4.1 – Contracted with TSG Ltd

#### SoS. - Weeks - Handover

<b>Chequers Road (A), Loughton</b> : HR 124	3 x 3B units	31:07:20	56	27:08:21
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<b>Millfield, Ongar</b> : HR 138	2 x 1B units	30:11:20	53	30:11:21
<b>Pick Hill, Waltham Abbey</b> : HR 145	2 x 3B units	15.03.21	53	14.03.22
<b>Totalling</b>	<b>16 units</b>			

(Please see **Appendix 1. Phase 4 Executive Report No17** dated February 2021).

#### Chequers Road (A), Loughton

Since our last report a VO was yet to be agreed for the retaining wall, this was initially anticipated at c£27k but has subsequently been agreed at £23,290.99, so a saving of £3,888, however the contingency in place has now been expended. There are yet no further variations to the contract, but this will be managed and reported on should this change.

Since the previous report of a 7wk delay, site completion is now expected 27<sup>th</sup> August 2021. This is only a delay of 1wk. This however will be closely monitored during the build programme.



### **Bushfields, Loughton**

Since last reported on no further Vos have been raised. All current VO costs are agreed and have been instructed. Contractors proposals for boundary treatments and external lighting have been discussed.

Currently there is still a 5 wk delay due to Covid19 and contractor supply chain, Practical completion anticipated 20<sup>th</sup> August 21.

### **Chester Road, Loughton**

Since last reported on VO has been agreed and instructed for piling works amounting to **£45,251.88** a saving of £9,460. This leaves the contingency now exceeded. Any further VOs will be managed on a case by case basis and will be managed and reported on.

Contract completion is now expected September 21 where originally forecasted for October 21.

### **Queensway, Ongar**

Site progressing well, contractors' proposals for boundary treatments and external lighting being discussed following a site visit.

No outstanding Vos currently.

No further delays reported, and practical completion is anticipated for August 21.

### **Millfield, Ongar**

Contractor proposals for boundary treatments and external lighting being discussed. No variations on cost yet confirmed.

Foundation designs are now being review by building control and some delays are expected, no forecast yet on how long this will be.

Currently forecasted as previously reported a c5wks delay due to Covid19 restrictions, planning responses and Building Control approval, note some time may be added to this due to foundation designs being reviewed by building control.

### **Pick Hill, Waltham Abbey HR145: 2 x units**

Since this being moved to 4.1 a pre start meeting was held on 21<sup>st</sup> January 21, contractors have taken site possession as of 18<sup>th</sup> January 21.

Costs to be agreed for drainage alterations and landscape pre start conditions to be discharged by TSG.

SOS due imminently on 15<sup>th</sup> March 21.

Contracts signed 18<sup>th</sup> January 21.

<b>Phase 4.2 – Contracted with Indecon Ltd</b>			<b>SoS</b>	<b>Handover</b>
<b>Hornbeam Close (B)</b> , Buckhurst Hill:	HR 136	3 x units	25:01:21	04:02:22
<b>Hornbeam House</b> , Buckhurst Hill:	HR 137	2 x units,	25:01:21	04:02:22
<b>Bourne House</b> , Buckhurst Hill:	HR 135	2 x units,	25:01:21	04:02:22
<b>Etheridge Road</b> , Debden:	HR 127	3 x units,	11:01:21	21:01:22
<b>Denny Avenue</b> , Waltham Abbey:	HR 144	3 x units,	11:01:21	21:01:22
<b>Beechfield Walk</b> , Waltham Abbey:	HR 147	5 x units,	11:01:21	21:01:22
<b>Kirby Close</b> , Loughton:	HR 120	4 x units,	11:01:21	21:01:22
<b>Total</b>		<b>22 units</b>		

No change since last reported on handover dates, all schemes are on site, all with c52-54 weeks build programme. Start on site dates were delayed from original anticipated dates of Jan/Feb 21 due to delays in planning condition discharges.

Updated programme provided by the contractor to confirm SOS and practical completion dates.

Pre start conditions approved 13<sup>th</sup> January 21 for Hornbeam Close B, Denny Avenue

Once further progress has been made on site, phases 4.2 will be presented as done so with 4.1 per each development site.

**Phase 4.3 - Comprising: -**

<b>Pentlow Way</b> , Buckhurst Hill:	HR139	7 x units
<b>Woollard Street</b> , Waltham Abbey:	HR149	8 x units
<b>Total</b>		<b>15 units</b>

Woollard Street achieved planning approval 4<sup>th</sup> Feb 2021.

Contracts due to signed March 21, with simultaneous possession of the sites. The Contractor is anticipated to carry out their due diligence and discharge their planning conditions for a start on site to be made in July/August '21 to facilitate a handover anticipated in October '22.

Discussions are well underway for the relocation of an existing electric sub-station, Thames water are working with Indecon to discuss the build over of the sewer.

Draft leases and service charges are being worked up and our legal team are managing this to process further with the 4no existing leaseholders.

**Phase 4.4 - Comprising: -**

<b>Ladyfields</b> , Loughton:	16 x units
<b>Chequers Road (B)</b> , Loughton:	8 x units
And possibly (held in SAC)	
<b>Lower Alderton Hall Lane</b> , Loughton:	2 x units
<b>Thatchers Close</b> , Loughton:	1 x unit
<b>Stonysotts</b> , Waltham Abbey:	1 x unit
<b>Total</b>	<b>28 units</b>

As earlier report both Ladyfields and Chequers Road (B) remain within planning and delayed due to the SAC issue. APMS since approved Feb 21 and planning have issued a request for extension of determination time to 31 May 21. We will monitor this with the planning team.

Note timescales above for tendering, contracts and site possession.

### **Lower Alderton Hall Drive and Thatchers Close, Loughton**

Both these sites are awaiting planning consent and have been delayed by the Local Plan and SAC issues – these will be determined by June 21.

Because of the change in planning policy, Thatchers Close will be reviewed for delivery of 2 x 1 Bed units for which there is great need and resubmitted. There are other potential development sites near-by to be reviewed under the Phase 5 process in due course.

### **Stonysotts, Waltham Abbey**

This consent will be reviewed for either resubmission as previously consented, potentially redesigned to deliver 2 x 1 Bed units and considered as a test site for delivery of EFDC's first Self Build or Custom-built property as it will potentially require a 'Planning Passport' type approach and will require significant internal consultation.

### **Whitehills Road, Loughton**

Planning application submitted Feb 21. Determination dates to be confirmed.

### **Generally**

The sites in Phase 4.1 – 4.2 are progressing, with some delays due to the reasons set out above. There are no major concerns on any of the sites that are expected to cause any further undue delay.

## **Phase 5**

In Summary the following sites are being considered for development;

### **Waltham Abbey**

1 Beechfield

### **Loughton**

2 Burney Close

3 Castell Road

4 Oakley Court

5 Pyles A

6 Pylres B

7 Barrington Close

### **Nazing**

8 Hyde Mead

9 Pound Close

### **Epping**

10 Western Drive/Centre

### **Ongar**

11 Fairfield Road

12 St Peters Estate

**Buckhurst Hill**  
13 Hornbeam Close  
**Waltham Abbey**  
14 Winters Way Estate

Some may be different to what was previously reported. Following an informal discussion with the planning department we are reviewing all schemes for Phase 5 to achieve better design options, complete massing exercises and where previous applications have been refused, we are working to demonstrate how these will be overcome with any new planning submissions.

## **Conclusion**

As promised, I will present proposed schemes within this committee or where possible provide consultations with both members and residents to take comments on all proposals.

Note that following review Marlescroft Way will no longer be taken forward for development.

The use of the Proval valuation software package is well underway and all current training sessions have taken place. All phase 4 sites are currently being run through Proval to be able to demonstrate vitality exercises on all schemes and as mentioned going forward on Phase 5 and beyond.

4.2 went through the Proval exercise and a grant funding application was made to Homes England which was successful and has achieved £1.4 Million in funding. We will be looking at making further applications for funding on future phases.

## **The Framework Alliance Agreement.**

### **No changes since the last report**

Given only two contractors of the four nominated contractors have sought to provide tenders to date and given we have grown evermore concerned that there is only one nominated Architect ECDA and their inability to co-ordinate sub-consultants effectively as required by the FA (plus they would appear to overtly expensive), it is felt that the FA is therefore not operating as intended and it is not offering best value for money. We have therefore, with the assistance of our Employers Agent, reviewed the current FA and concluded that it is in EFDC's best interest to seek a change.

Following advice from Devonshire Solicitors regarding the framework, it is believed that our action to change the previous engagement arrangement in favour of our progressive approach on Phase 5 is much better and addresses our concerns in regard to the nominated Architect as the limited architectural work for the feasibility work has been tendered by our Employers Agent Airey Miller have reported that Clague Architects provided the best value for money and, of particular interest, that the incumbent architect ECD have been the most expensive.

On this basis, it is intended that Phase 5 will be sub-divided into sub-phases to accommodate programming and Councils 'approval to proceed' process following submission of a feasibility report for each site intended to be progressed to planning submission.

These sub-phases of Phase 5 will be regularly reviewed to ensure the architectural services RIBA 1-3 will be below the Official Journal of the European Union (OJEU) thresholds at each relevant stage.

It is recommended that we should seek to procure services for Phase 5 by procuring two/three tenderers from both the 'Hyde framework and ECDA (the current nominated FA Architects).

The Hyde Framework is widely used by a number of Local Authorities and Registered Housing Providers. There is a small joining fee c.£1,500 which our Employers Agent is arranging the disbursement for and which we will reimburse.

Going forward on Phase 5 the Architects tender will exclude M&E, structural and Principal Designer elements which will be procured separately.

The Architects scope will be RIBA 1-3 and based on the EFDC framework which will take precedence over the Hyde framework.

The feasibility work can continue during this period to avoid delays and it is believed there will be a much greater level of competitive tendering by a much great number of Contractors going forward.

### **Financial Reporting**

Officers continue to work with colleagues in the Finance department to develop a more robust reporting system, particularly around cash flow.

### **Resource Implications:**

John Cosgrave left in Feb 2021 and I have taken over as the new Service Manager.

### **Legal and Governance Implications:**

As a consequence of Government Covid-19 Restrictions and the significant change in Planning view some delay, reprogramming and reviewing of the CHBP has occurred.

### **Safer, Cleaner and Greener Implications:**

The continued delivery of the development housing programme will help address the antisocial behaviour issues associated with these garage sites and will reduce the opportunity for fly-tipping and thereby contribute to a Greener environment.

### **Consultation Undertaken:**

Interdepartmental involvement has and will continue to be engaged.

### **Background Papers:**

The Phase 4 Executive Report (Appendix 1)

### **Risk Management:**

The Risks associated with the delivery of the current housing development programme is identified within the Executive Report attached.

**Equality Analysis:**

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in consideration of this report. The equality information is provided as an Appendix to this report.

# Equality Impact Assessment

1. Under s.149 of the Equality Act 2010, when making decisions, Epping District Council must have regard to the Public Sector Equality Duty, ie have due regard to:
  - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
  - advancing equality of opportunity between people who share a protected characteristic and those who do not,
  - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
  - age
  - disability
  - gender
  - gender reassignment
  - marriage/civil partnership
  - pregnancy/maternity
  - race
  - religion/belief
  - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy or change.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. All **Cabinet, Council, and Portfolio Holder reports must be accompanied by an EqIA**. An EqIA should also be completed/reviewed at key stages of projects.
8. 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

## Section 1: Identifying details

Your function, service area and team: **Housing Development**

If you are submitting this EqlA on behalf of another function, service area or team, specify the originating function, service area or team: **NA**

Title of policy or decision: **Council House Building Programme**

Officer completing the EqlA: **Deborah Fenton** Tel: **01992 564221** Email: **dfenton@eppingforestdc.gov.uk**

Date of completing the assessment: 4/3/21

## Section 2: Policy to be analysed

2.1	Is this a new policy (or decision) or a change to an existing policy, practice or project? <b>No</b>
2.2	Describe the main aims, objectives and purpose of the policy (or decision): <b>N/A</b>  What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? <b>N/A</b>
2.3	Does or will the policy or decision affect: <ul style="list-style-type: none"><li>• service users</li><li>• employees</li><li>• the wider community or groups of people, particularly where there are areas of known inequalities?</li></ul> <b>No</b>  Will the policy or decision influence how organisations operate? <b>No</b>
2.4	Will the policy or decision involve substantial changes in resources? <b>No</b>
2.5	Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes? <b>No</b>



### Section 3: Evidence/data about the user population and consultation<sup>1</sup>

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	What does the information tell you about those groups identified?
3.2	Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision? <b>This report is for information only.</b>
3.3	If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary: <b>N/A</b>

## Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
Age	<b>Neutral – the paper is for information only and will not impact on any groups</b>	L
Disability	As above	L
Gender	As above	L
Gender reassignment	As above	L
Marriage/civil partnership	As above	L
Pregnancy/maternity	As above	L
Race	As above	L
Religion/belief	As above	L
Sexual orientation	As above	L

## Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqlA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No X	
		Yes <input type="checkbox"/>	If ' <b>YES</b> ', use the action plan at <b>Section 6</b> to describe the adverse impacts and what mitigating actions you could put in place.

## Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.
None	N/A	N/A/De

**Section 7: Sign off**

**I confirm that this initial analysis has been completed appropriately.  
(A typed signature is sufficient.)**

Signature of Head of Service: Deborah Fenton

Date: 4/3/21

Signature of person completing the EqlA: Deborah Fenton

Date: 4/3/21

**Advice**

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqlA you undertake to the director responsible for the service area. Retain a copy of this EqlA for your records. If this EqlA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

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# Management Report No. 17

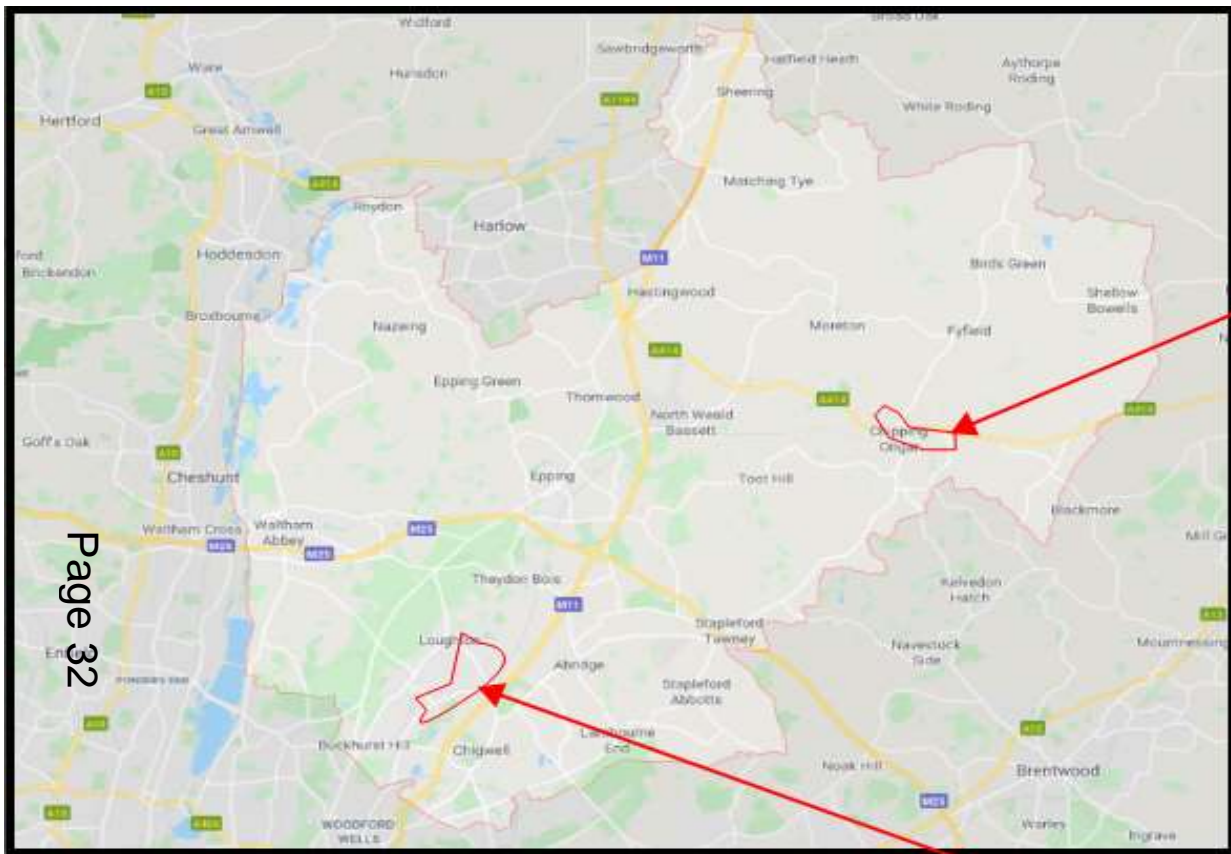
## EFDC Building Programme (Phase 4 Sites)

09 February 2021

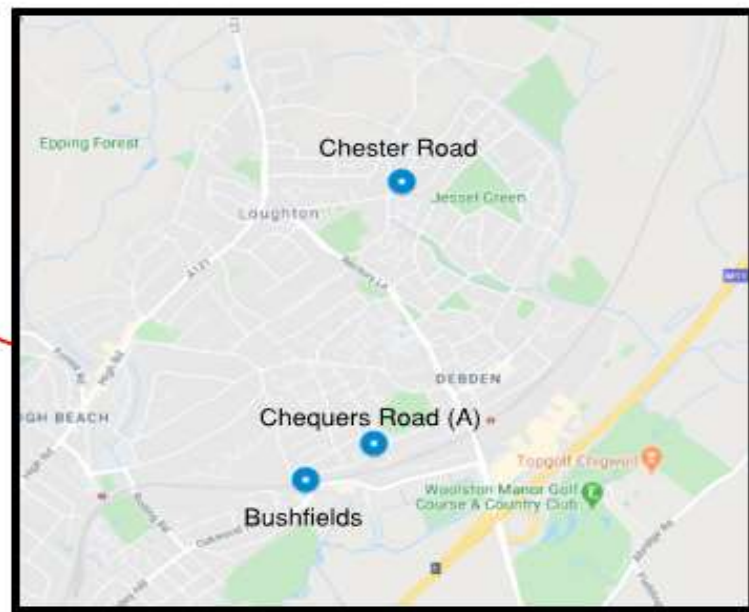
Updated during meeting

Figures updated

AIREMILLER

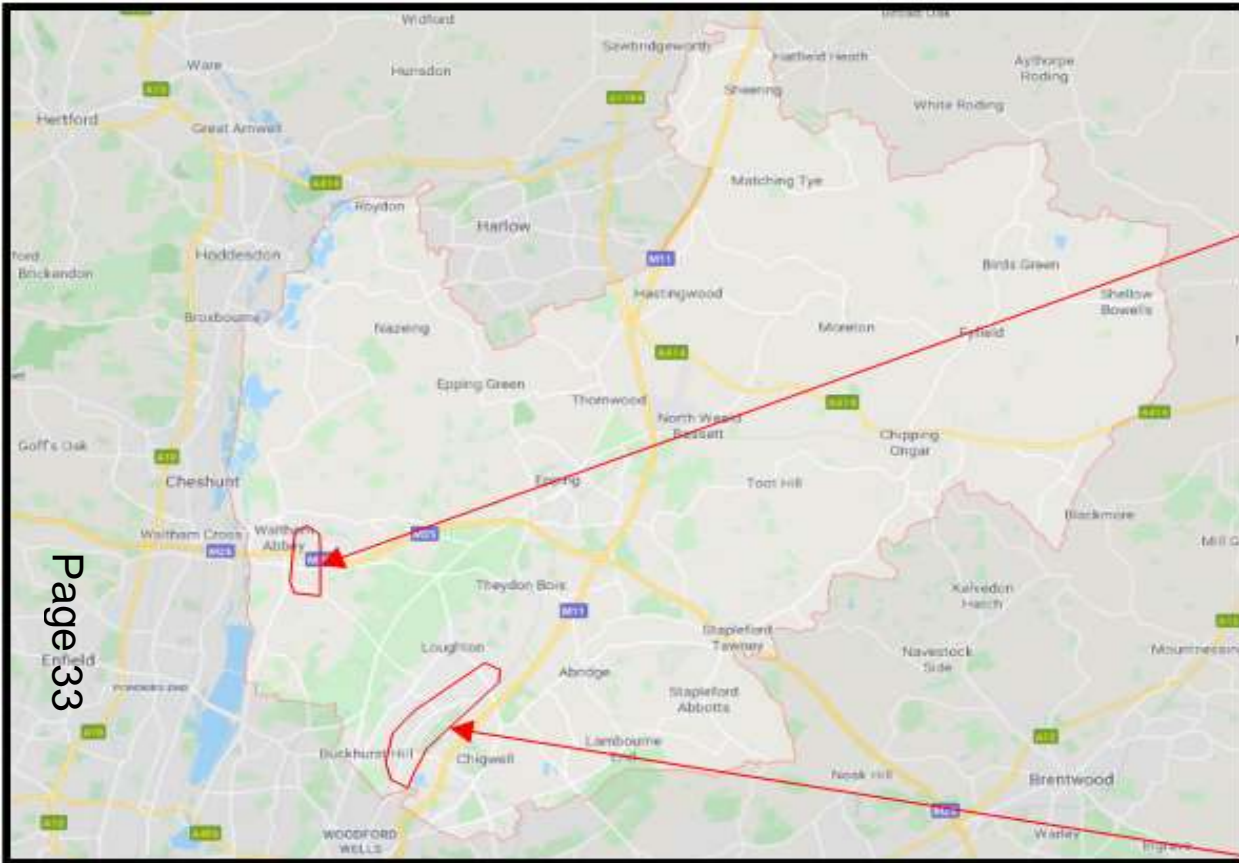


Page 32

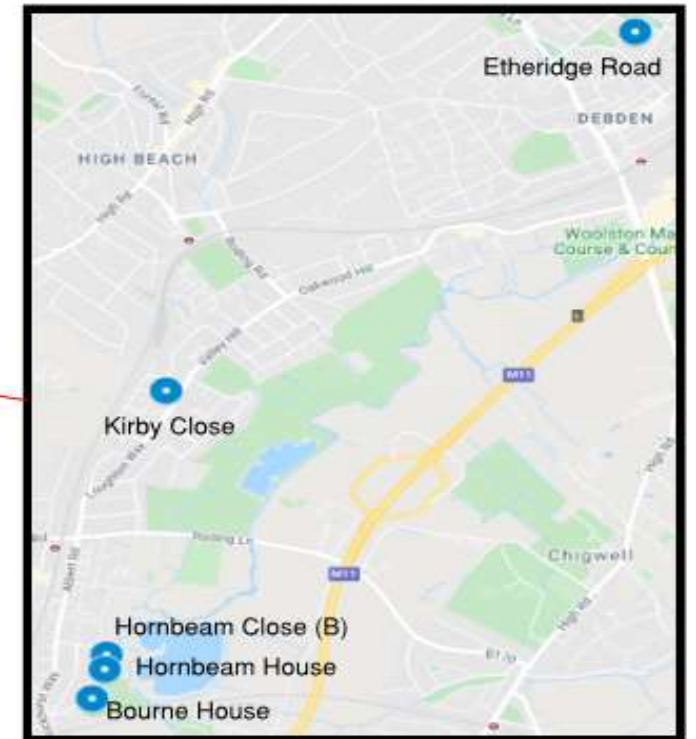
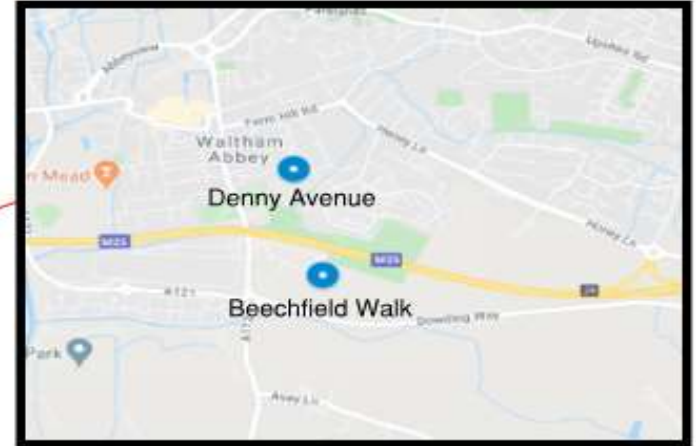


# PHASE 4.1 SITES

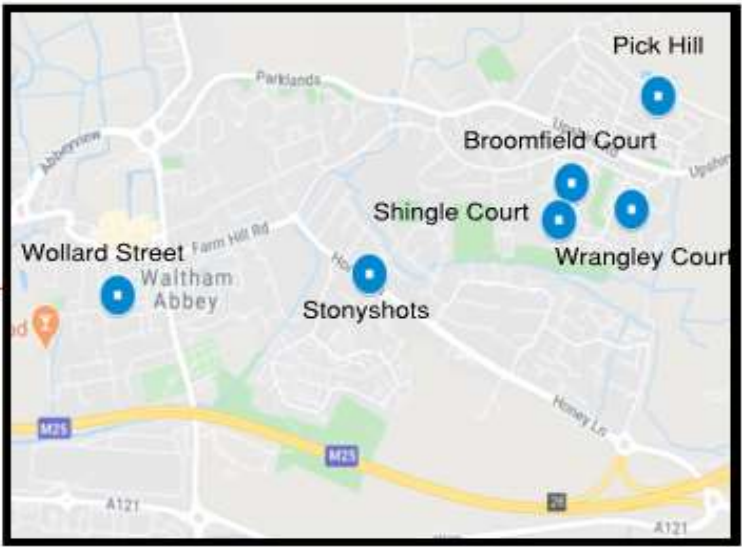
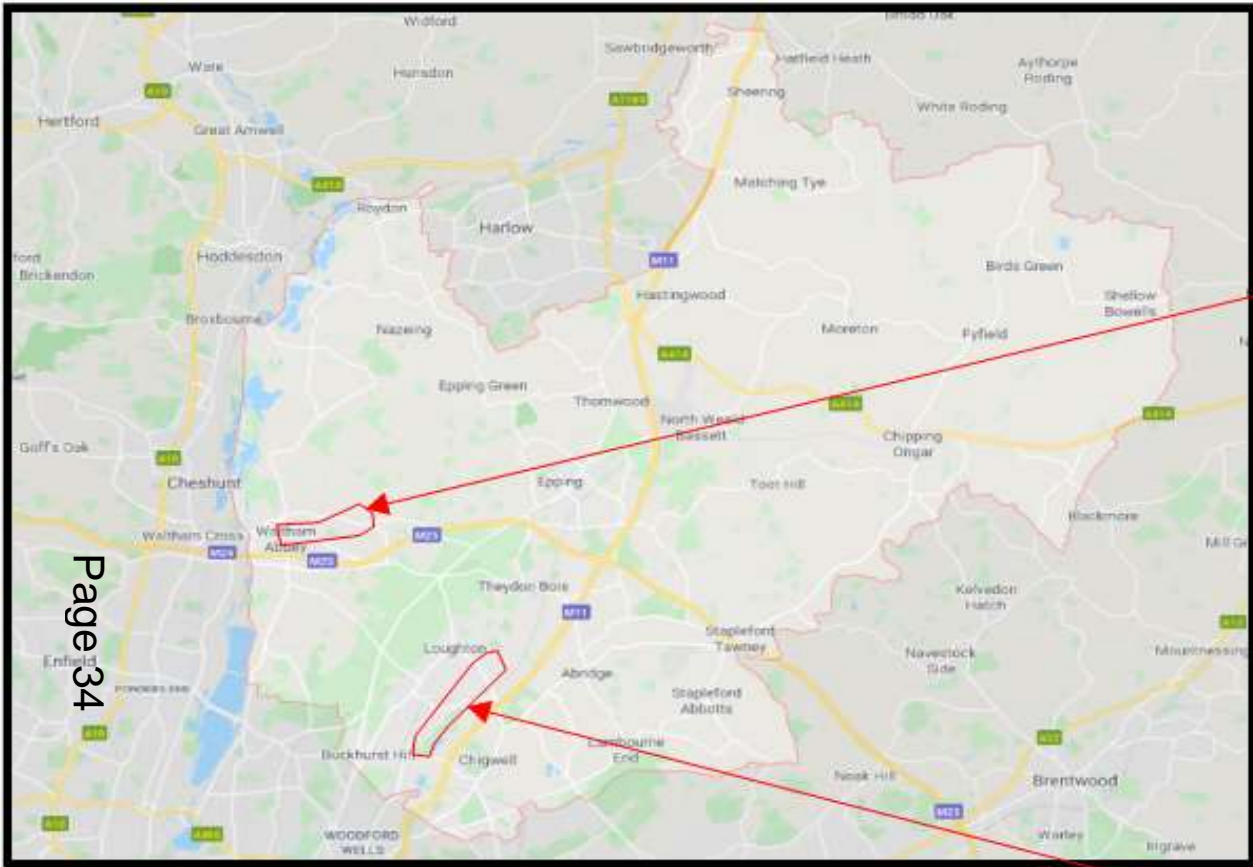




Page 33

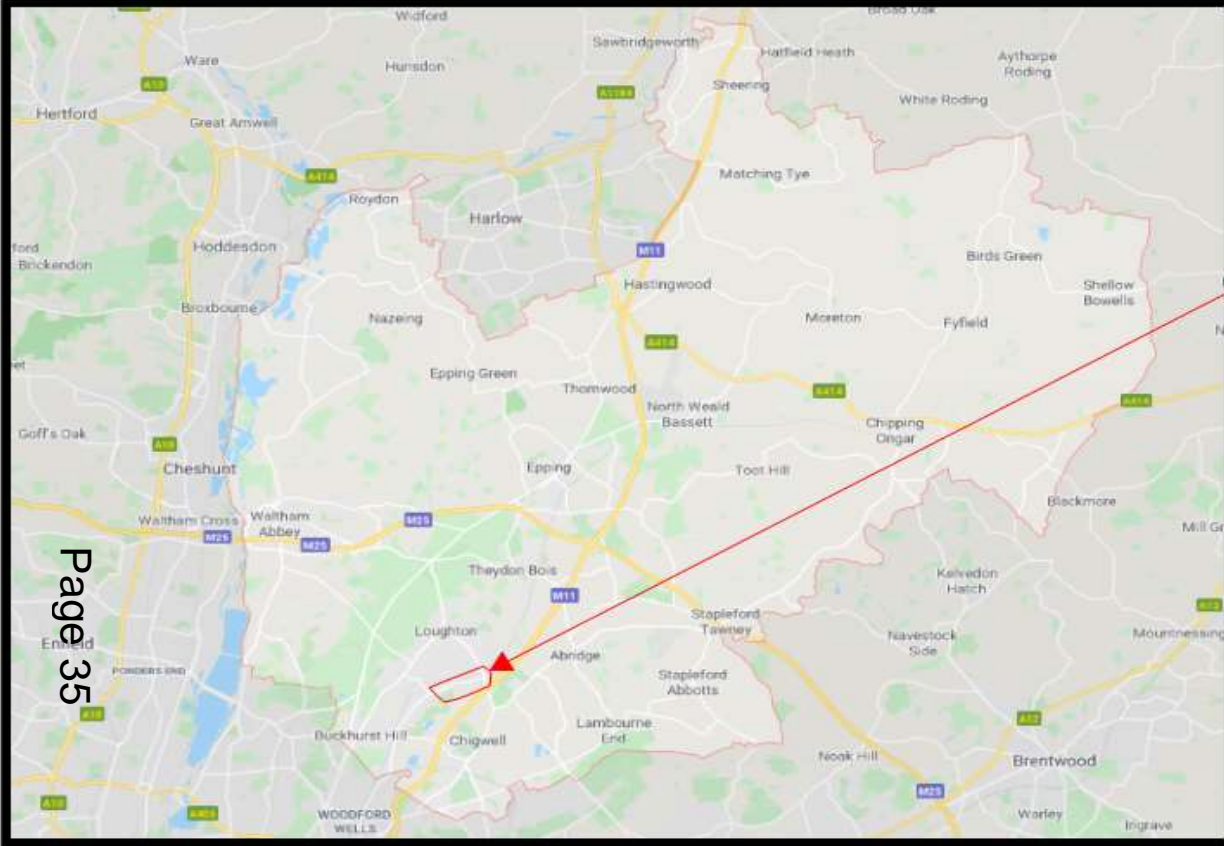


# PHASE 4.2 SITES

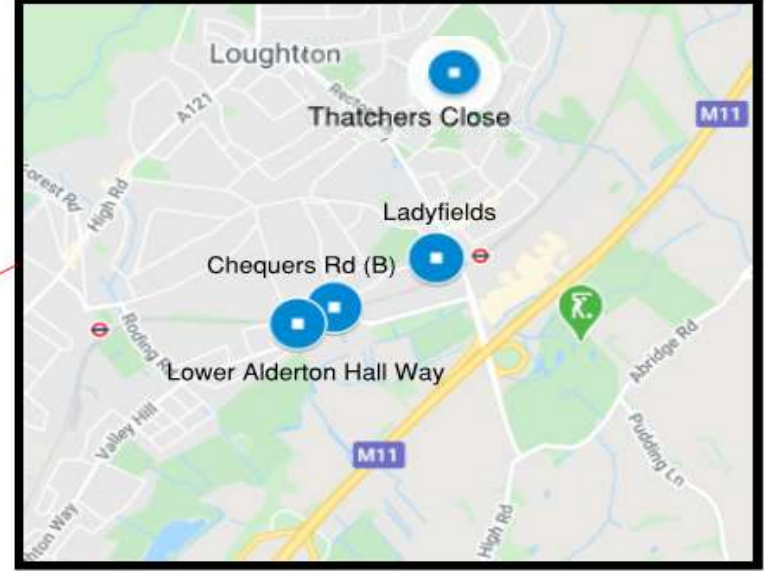


# PHASE 4.3 & 4.4 SITES





Page 35



# PHASE 4.4 & 4.5 SITES

## Contents

			Page
<b>Programme Summary</b>			<b>7</b>
Programme Summary - Mix & No. of Homes			8
Current Construction Cost Status			9
CHB Overall Cashflow - 6 Month Overview			10
Key Dates Milestones Summary			11
<b>Package / Site Reviews</b>	<b>Ph</b>	<b>Site Code</b>	<b>12</b>
Chequers Road Site A (Loughton)	4.1	HR124	13
Bushfields (Loughton)	4.1	HR122	16
Chestnut Road (Loughton)	4.1	HR130	19
Queensway (Ongar)	4.1	HR140	22
Millfield (Ongar)	4.1	HR138	25
Pick Hill (Waltham Abbey)	4.1	HR145	28
Hornbeam Close Site B (Buckhurst Hill)	4.2	HR136	31
Hornbeam House (Buckhurst Hill)	4.2	HR137	34
Bourne House (Buckhurst Hill)	4.2	HR135	37
Etheridge Road (Debden)	4.2	HR127	40
Denny Avenue (Waltham Abbey)	4.2	HR144	43
Beechfield Walk (Waltham Abbey)	4.2	HR142	46
Kirby Close (Loughton)	4.2	HR120	49

	Ph	Site Code	Page
Pentlow Way (Buckhurst Hill)	4.3	HR139	52
Woollard Street (Waltham Abbey)	4.3	HR149	55
Chequers Road Site B (Loughton)	4.4	HR123	58
Ladyfields (Loughton)	4.4	HR125	61
Lower Alderton Hall Lane (Loughton)	4.5	HR121	64

## Programme Summary

## Programme Summary - Mix & No. of Homes

Sites / Codes	Units	RIBA G/W	NIA	GIA	Flats			Houses			Total	Comments - Change Since Last Report		
					1b	2b	3b	1b	2b	3b				
Chequers Road Site A (Loughton)	4.1	HR124	3	4	292	302						3	3	
Bushfields (Loughton)	4.1	HR122	2	4	159	162					2		2	
Chester Road (Loughton)	4.1	HR130	3	4	250	263					3		3	
Queensway (Ongar)	4.1	HR140	4	4	200	205				4			4	
Millfield (Ongar)	4.1	HR138	2	4	100	102				2			2	
Pick Hill (Waltham Abbey)	4.1	HR145	2	3	193	201						2	2	
Hornbeam Close Site B (Buckhurst Hill)	4.2	HR136	3	4	118	303						3	3	
Hornbeam House (Buckhurst Hill)	4.2	HR137	2	4	211	163					2		2	
Bourne House (Buckhurst Hill)	4.2	HR135	2	4	142	201						2	2	
Etheridge Road (Debden)	4.2	HR127	3	4	188	261					1	2	3	
Denny Avenue (Waltham Abbey)	4.2	HR144	3	4	198	284					1	2	3	
Beechfield Walk (Waltham Abbey)	4.2	HR142	5	4	284	418					5		5	
Kirby Close (Loughton)	4.2	HR120	4	4	258	373					4		4	
Pentlow Way (Buckhurst Hill)	4.3	HR139	7	4	387	488	6	1					7	
Woollard Street (Waltham Abbey)	4.3	HR149	8	4	438	575	7	1					8	
Chequers Road Site B (Loughton)	4.4	HR123	8	2	520	665	4	4					8	
Ladyfields (Loughton)	4.4	HR125	16	2	990	1,168	12				2	2	16	
Lower Alderton Hall Lane (Loughton)	4.5	HR121	2	4	TBC	TBC				2			2	
<b>Total</b>					<b>4,928</b>	<b>6,134</b>	<b>29</b>	<b>6</b>	<b>0</b>	<b>8</b>	<b>20</b>	<b>16</b>	<b>79</b>	

*RIBA Gateway - This generally refers to the RIBA stage that the project is currently WITHIN.*

## Build / Tender Cost Status (Exc. Fees) - Pre-Contract

Sites / Codes	Units	Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)	Current Total Build Cost (From Site Cost Page)	Comments - Change Since Last Report	
Chequers Road Site A (Loughton)	4.1 HR124	3	tbc	£828,690	£873,967	£45,277	£838,963	£70,804	£909,767	
Bushfields (Loughton)	4.1 HP122	2	tbc	£556,697	£614,054	£57,357	£526,518	£24,533	£551,051	
Chester Road (Loughton)	4.1 HR130	3	tbc	£718,238	£763,319	£45,081	£747,395	£92,014	£839,409	
Queensway (Ongar)	4.1 HR140	4	tbc	£1,120,361	£890,492	-£229,869	£914,925	£35,371	£950,296	
Millfield (Ongar)	4.1 HR138	2	tbc	£351,024	£487,197	£136,173	£458,001	£16,803	£474,804	
Pick Hill (Waltham Abbey)	4.1 HR145	2	tbc	£625,415	£738,613	£113,198	£738,613	£0	£738,613	
Hornbeam Close Site B (Buckhurst Hill)	4.2 HR136	3	tbc	£804,225	£972,800	£168,575	£796,102	£0	£796,102	
Hornbeam House (Buckhurst Hill)	4.2 HR137	2	tbc	£447,445	£596,885	£149,440	£643,764	£0	£643,764	
Bourne House (Buckhurst Hill)	4.2 HR135	2	tbc	£597,832	£646,400	£48,568	£720,149	£0	£720,149	
Etheridge Road (Debden)	4.2 HR127	3	tbc	£852,555	£976,925	£124,370	£1,173,281	£0	£1,173,281	
Denny Avenue (Waltham Abbey)	4.2 HR144	3	tbc	£771,605	£858,800	£87,195	£860,640	£0	£860,640	
Beechfield Walk (Waltham Abbey)	4.2 HR142	5	tbc	£1,087,011	£1,297,200	£210,189	£1,115,482	£0	£1,115,482	
Kirby Close (Loughton)	4.2 HR120	4	tbc	£911,559	£1,107,004	£195,445	£1,085,101	£0	£1,085,101	
Pentlow Way (Buckhurst Hill)	4.3 HR139	7	tbc	£1,588,896	£1,774,637	£185,741			£1,774,637	
Woollard Street (Waltham Abbey)	4.3 HR149	8	tbc	£1,399,539	£1,556,187	£156,648			£1,556,187	
Chequers Road Site B (Loughton)	4.4 HR123	8	tbc	£1,636,993	£2,623,385	£986,392			£2,623,385	Estimate updated incl Passivhaus, sub station and landscaping
Ladyfields (Loughton)	4.4 HR125	16	tbc	£1,275,879	£3,681,662	£2,405,783			£3,681,662	Estimate
Lower Alderton Hall Lane (Loughton)	4.5 HR121	2	tbc	£507,768	£761,467	£253,699			£761,467	
<b>Total</b>				<b>£16,081,732</b>	<b>£21,220,994</b>	<b>£5,139,262</b>	<b>£10,618,934</b>	<b>£239,525</b>	<b>£21,255,798</b>	

## CHB Overall Cashflow - 6 Month Overview

Date: 9/2/21									
Scheme: Epping Phase 4.1 - 4.4									
Summary - Overall Cashflow - Excluding Single Unit Sites									
Summary - Overall Cashflow	Contract Total	Total Invoiced	Total Remaining	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
Phase 4.1 - 4.4	£ 24,924,661	£3,072,889	£ 21,851,743	£ 587,985	£ 903,991	£ 893,388	£ 858,308	£ 850,407	£ 868,362

Page 40



## Key Dates Milestones Summary

COVID - 19 Delays -further impact to commencement of Phase 4.1 sites - supply chain delays "on other sites" noted by TSG  
Social Distancing Requirements will marginally delay site works, particularly if still in place once internal works commence.

Sites / Codes	Ph	Units	Planning			RIBA 0-1 Viability Approval		RIBA 2 Completion Date		RIBA 3 Completion Date		RIBA 4 Completion Date		Procurement				Contract		SoS	HO	Comments - Change Since Last Report	
			Planned	Actual	Expiry	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Out	Return	Report	Appro-val	Cooling off Per.	Contract Poss.				
Chequers Road Site A (Loughton)	HR124	4.1	3	-	05/02/16	06/02/19	-	*	-	*	-	19/12/18	17/07/19	08/08/19	09/08/19	27/09/19	11/11/19	16/12/19	30/12/20	05/03/20	31/07/20	17/09/21	Now on site approx 3 week delay
Bushfields (Loughton)	HR122	4.1	2	-	03/05/16	03/05/19	-	*	-	*	-	19/12/18	17/07/19	08/08/19	09/08/19	27/09/19	11/11/19	16/12/19	30/12/20	05/03/20	13/07/20	20/08/21	Now on site approx 2 week delay
Chester Road (Loughton)	HR130	4.1	3	-	04/03/16	04/03/19	-	*	-	*	-	20/12/18	17/07/19	08/08/19	09/08/19	27/09/19	11/11/19	16/12/19	30/12/20	05/03/20	07/09/20	13/09/21	Now on site
Queensway (Ongar)	HR140	4.1	4	-	20/06/16	20/06/19	-	*	-	*	-	21/12/18	17/07/19	08/08/19	09/08/19	04/10/19	11/11/19	16/12/19	30/12/20	05/03/20	02/11/20	22/11/21	Now on site
Millfield (Ongar)	HR138	4.1	2	-	20/06/16	20/06/19	-	*	-	*	-	21/12/18	17/07/19	08/08/19	09/08/19	04/10/19	11/11/19	16/12/19	30/12/20	05/03/20	30/11/20	22/11/21	Now on site
Pick Hill (Waltham Abbey)	HR145	4.1	2	-	25/01/17	25/01/20	-	*	-	*	-	*	17/06/20	23/06/20	24/06/20	14/08/20	11/09/20	23/09/20	07/10/20	04/01/21	15/03/21	14/03/22	Order with TSG
Hornbeam Close Site B (Buckhurst Hill)	HR136	4.2	3	-	04/08/16	04/08/19	-	*	-	*	29/10/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	25/01/21	04/02/22	Contracts signed with Indecon Programme received with start and finish dates. Possession Monday 2 November
Hornbeam House (Buckhurst Hill)	HR137	4.2	2	-	04/08/16	04/08/19	-	*	-	*	29/10/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	25/01/21	04/02/22	
Bourne House (Buckhurst Hill)	HR135	4.2	2	-	04/08/16	04/08/19	-	*	-	*	29/10/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	25/01/21	04/02/22	
Etheridge Road (Debden)	HR127	4.2	3	-	30/08/16	30/08/19	-	*	-	*	04/11/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	11/01/21	21/01/22	
Denny Avenue (Waltham Abbey)	HR144	4.2	3	-	25/01/17	25/01/20	-	*	-	*	04/11/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	11/01/21	21/01/22	
Beechfield Walk (Waltham Abbey)	HR142	4.2	5	-	22/03/17	22/03/20	-	*	-	*	04/11/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	11/01/21	21/01/22	
Kirby Close (Loughton)	HR120	4.2	4	-	21/09/16	21/09/19	-	*	-	*	-	*	23/01/20	23/01/20	30/01/20	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	11/01/21	21/01/22	
Pentlow Way (Buckhurst Hill)	HR139	4.3	7	-	20/12/17	20/12/20	-	*	-	*	-	*	17/06/20	23/06/20	24/06/20	14/08/20	11/09/20	23/09/20	05/05/21	01/06/21	Aug 2021	Oct 2022	Contract to be signed February 2021, possession March 2021
Woollard Street (Waltham Abbey)	HR149	4.3	8	-	13/12/17	13/12/20	-	*	-	*	-	*	17/06/20	23/06/20	24/06/20	14/08/20	11/09/20	23/09/20	05/06/21	01/07/21	Aug 2021	Sept 2022	Contract to be signed February 2021, possession March 2021
Chequers Road Site B (Loughton)	HR123	4.4	8	-	09/02/16	09/02/19	02/05/20	16/05/20	17/07/20	18/08/20	16/10/20	30/10/20	21/01/21		07/01/21	02/04/21	14/05/21	25/06/21	14/07/21	01/08/21	Jan 2022	Dec 2022	Portfolio approval Nov 2020, planning target 25/12, contract sign July, poss Aug
Ladyfields (Loughton)	HR125	4.4	16	-	21/09/16	21/09/19	16/12/19	20/02/20	10/07/20		24/07/20	09/09/20	02/01/21		07/01/21	04/03/21	15/04/21	27/05/21	14/07/21	01/08/21	Jan 2022	March 2023	Portfolio approval Nov 2020, planning target 14/12, contract sign July, poss Aug
Lower Alderton Hall Lane (Loughton)	HR121	4.5	2	-	04/03/16	04/03/19	-	*	-	*	-	*	19/12/19	19/12/19	03/04/21	29/05/21	10/07/21	21/08/21	04/09/21	09/10/21	Jan 2022	Dec 2023	Site Tendered - SAC Issue delaying commencement

RIBA Gateway - This generally refers to the RIBA stage that the project is currently WITHIN.  
\* = Scheme inherited **after** original completion of noted RIBA Gateway

## **Package / Site Reviews**

## Chequers Rd A (Loughton) - HR124 - Phase 4.1

(3 x 3B5P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	1	5	0
Medium Risk	8	0	0

### Actions Complete

#### Forthcoming Actions (Month)

- NMA still outstanding
- Contract completion date 27/8/21
- Latest planned date 17/9/21
- Variation costs agreed & Instructed ( boundary spec change)
- Contractor Proposals to be issued on Boundary Treatments & External Lighting (SDB agreed)
- Foul drainage alternative connection to be resolved
- cash flow for 4.1 sites behind expected

#### Change Control Since Last Meeting

-

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£828,690.00	£873,967.25	£45,277.25	£838,963.00	£70,804.37

- Control Account (Contingency) Allowance to cover site risks included with Tender Recommendation
- EFDC CHBCC approval of tender recommendation received 19/12/19

#### Current RIBA Gateway Position:

Gateway: 4  
 Anticipated completion of current gateway: 19/12/2019 (achieved)

#### Key Target Dates

Planning/Amendment Submitted: Submitted  
 Consent Received: 05/02/2016  
 Planning Expiry: 06/02/2019  
 Enacted (Y/N): Yes  
 Start on Site: 31/07/2020  
 Completion: 17/09/2021

## Chequers Rd A (Loughton) - HR124 - Phase 4.1

(3 x 3B5P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Airey Miller Fees	E130	£61,852	£61,852	£21,620	£40,233	£0	
2	ECG Create, Keegans & OHLA Fees	E160	£59,412	£59,412	£59,412	£0	£0	
3	(Survey Total)	E120	£20,574	£20,574	£20,174	£400	£0	
4	Build Cost	E040	£886,476	£909,767	£267,294	£642,470	£23,291	Instruction for RC wall issued.
5	(Contingency)	E040	£13,755	£0	£0	£0	-£13,755	Contingency to be adjusted to maintain "Contract Total" - Flag if at risk. Contingency at risk - retaining wall TSG quoted £27,178., agreed at £23,290.99. Contingency adjusted from meeting with JC. When no contingency contract total will increase. Contingency now expended.
6	CoW	E180	£3,560	£3,560	£1,260	£2,304	£0	
			<b>£1,045,630</b>	<b>£1,055,166</b>	<b>£369,760</b>	<b>£685,407</b>	<b>£9,536</b>	

## Chequers Rd A (Loughton) - HR124 - Phase 4.1

(3 x 3B5P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	16	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	4	16	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed for 29/06/20, although reduced labour to meet social distancing requirements  Further Delay from Contractor Supply Chain - risk increased
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	9	Formal NMA Requested for compliance updates previously agreed	EFDC	3	3	9	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	2	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works	EFDC	1	2	2	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20 PW surveyor / AML / EFDC to discuss RoW and PW matters. EFDC progressing issues and title packs to be issued. 08/06/20 - AML/ OHLA
<b>Reports &amp; Investigations</b>									
Ground Contamination	0	Petrol Interceptors (x3) likely to have associated Hydrocarbon Contamination	Contractor / EFDC	0	0	0	Contractor	(1) Contractor to confirm allowance within tender for removal of interceptors and contaminated soil	Contingency sum confirmed for remediation
Party Walls - awards to adjoining parties	0	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	0	0	0	EFDC / Keegans	(1) Adjoining Owner Award to be signed for 4 Colson Green Only	Confirmation awards confirmed 20/01/20

## Bushfields (Loughton) - HR122 - Phase 4.1

(2 x 2B4P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	2	5	0
Medium Risk	9	0	0

### Actions Complete

#### Forthcoming Actions (Month)

- Variation costs agreed & Instructed
- Contractors Proposals to be issued on Boundary Treatments & External Lighting
- green roof external access point design received
- indicated as 5 weeks behind
- water under beam and block floor to be resolved
- contract completion date 9/8/21
- current proposed completion 20/8/21
- green roof system to achieve 20 year warranty

### Change Control Since Last Meeting

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£556,697.00	£614,053.62	£57,356.62	£526,518.00	£24,532.80

- Control Account (Contingency) Allowance to cover site risks included with Tender Recommendation
- EFDC CHBCC approval of tender recommendation received 19/12/19

#### Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	19/12/2019	(Achieved)

#### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	03/05/2016
Planning Expiry	03/05/2019
Enacted (Y/N)	Yes
Start on Site:	13/07/2020
Completion:	20/08/2021

## Bushfields (Loughton) - HR122 - Phase 4.1

(2 x 2B4P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£18,266	£18,266	£15,531	£2,734	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£49,388	£49,388	£49,017	£371	£0	
3	(Surplus Total)	E120	£16,268	£16,268	£16,268	£0	£0	
4	Build Cost	E040	£551,051	£551,051	£228,551	£322,496	£0	
5	(Contingency)	E040	£26,097	£26,097	£0	£26,096	£0	
6	CoW	E180	£3,470	£3,470	£1,260	£2,208	£0	
			<b>£664,540</b>	<b>£664,540</b>	<b>£310,627</b>	<b>£353,905</b>	<b>£0</b>	

**Bushfields (Loughton) - HR122 - Phase 4.1**  
(2 x 2B4P Houses)

Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	16	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	4	16	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed for 29/06/20, although reduced labour to meet social distancing requirements  Further Delay from Contractor Supply Chain - risk increased
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	1	Formal NMA Requested for compliance updates previously agreed	EFDC	1	1	1	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	4	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works	EFDC	2	2	4	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained.  (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20 with PW surveyor / AML / EFDC to discuss RoW and PW matters. EFDC are progressing matters and title plan packs to be issued.  08/06/20 - EFDC have confirmed site cleared of thirds party rights, but 2no. access points could
<b>Statutory Services &amp; Authorities</b>									
Easement Consultation [Incl. TW Build Near/Build Over matters]	0	225mm Foul Sewer running through rear garden. Building designed to accommodate easement.	EFDC	0	0	0	EFDC	EFDC to confirm easement in place and any covenants on the land in terms of access.	Design Mitigated Easement
<b>Reports &amp; Investigations</b>									
Ground Contamination	0	Petrol Interceptors (x1) likely to have associated Hydrocarbon Contamination	Contractor / EFDC	0	0	0	Contractor	(1) Contractor to confirm allowance within tender for removal of interceptors and contaminated soil	Contingency sum confirmed for remediation



## Chester Road (Loughton) - HR130 - Phase 4.1

(3 x 2B4P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	2	5	0
Medium Risk	6	0	0

### Actions Complete

- Non-Material Amendment Application submitted 18th August - Planners indicated project not started within timescales. However instructed to continue
- Variation costs agreed & Instructed for piling

### Forthcoming Actions (Month)

- Confirm status of planning NMA
- flood resilience measures adopted - TSG to develop proposal and issue costs for flood doors - agreed that SBD Bronze is acceptable
- Contractors Proposals to be issued on Boundary Treatments & External Lighting
- Foundations require piling price to agree - shuttering and working space to agree
- failed pile design ammended and replaced by 2 piles
- contract completion date agreed at 13/9/21
- current completion date 10/9/21

### Change Control Since Last Meeting

-

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£718,238.00	£763,318.97	£45,080.97	£747,395.00	£92,014.20

- Control Account (Contingency) Allowance to cover site risks included with Tender Recommendation
- EFDC CHBCC approval of tender recommendation received 19/12/19

### Current RIBA Gateway Position:

Gateway:	04/01/1900	
Anticipated completion of current gateway:	19/12/2019	(Achieved)

### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	03/05/2016
Planning Expiry	03/05/2019
Enacted (Y/N)	Yes
Start on Site:	07/09/2020
Completion:	13/09/2021

## Chester Road (Loughton) - HR130 - Phase 4.1

(3 x 2B4P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Airey Miller Fees	E130	£23,001	£23,002	£18,792	£4,210	£1	
2	ECBAY Create, Keegans & OHLA Fees	E160	£51,972	£51,972	£51,601	£371	£0	
3	(Survey Total)	E120	£21,983	£21,983	£21,983	£0	£0	
4	Build Cost	E040	£797,619	£839,409	£223,303	£616,105	£41,790	Instruction for pile foundations issued.
5	(Contingency)	E040	£28,145	£0	£0	£0	-£28,145	Cost for piling foundations to be agreed but will be over contingency remaining. £54,712 quoted by TSG, currently stands at £45,251.88, not yet agreed. Contingency adjusted from discussion with JC Contingency now exceeded.
6	CoW	E180	£3,000	£3,000	£980	£2,021	£0	
			<b>£925,720</b>	<b>£939,366</b>	<b>£316,659</b>	<b>£622,706</b>	<b>£13,646</b>	

## Chester Road (Loughton) - HR130 - Phase 4.1

(3 x 2B4P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	16	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	4	16	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed for 29/06/20, although reduced labour to meet social distancing requirements  Further Delay from Contractor Supply Chain - risk increased
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	9	Formal NMA Requested for compliance updates previously agreed	EFDC	3	3	9	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	4	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works	EFDC	2	2	4	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20 with PW surveyor / AML / EFDC to discuss RoW and PW matters. EFDC are progressing matters and title plan packs to be issued.
<b>Reports &amp; Investigations</b>									
Party Walls - awards to adjoining parties	0	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	0	0	0	EFDC / Keegans	(1) Adjoining Owner Award to be signed for 4 Pyles Green Only	Confirmation of Notices served and remaining awards confirmed 28.10.19
Flood Risk	12	Flood risk assessment Potential increase of FFL by 300mm	EFDC	4	3	12	Create (Design Team) ECDA	(1) Draft FRA to be issued and reviewed by EFDC drainage (2) ECDA to coordinate any subsequent design change (3) AM to get contractor to price (if required)	Flood Risk established - LLFA have challenged 300mm increase to FFL s. 20/06/20 - Potential agreement for discharge of associated conditions subject to recommendations being incorporated into design.

# Queensway (Ongar) - HR140 - Phase 4.1

(4 x 1 Bed 2p Bungalows)

**Issues / Risks / Early Warning**

Risk Register			
	Risks	Mitigated	Overdue
High Risk	2	3	0
Medium Risk	10	0	0

-- Drainage connections and viability of runs currently under review by contractor

**Actions Complete**

- Revised Cashflow and Programme received
- Town Council written to over access to site

**Forthcoming Actions (Month)**

- Contractors Proposals to be issued on Boundary Treatments & External Lighting
- contract completion date agreed at 22/11/21
- current planned completion date 27/8/21

**Change Control Since Last Meeting**

-

**Financial**

**Construction Cost Summary (E040)**

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£1,120,361.00	£890,492.40	-£229,868.60	£914,925.00	£35,371.24

- Control Account (Contingency) Allowance to cover site risks included with Tender Recommendation
- EFDC CHDCC approval of tender recommendation received 19/12/19

**Current RIBA Gateway Position:**

Gateway: 4  
 Anticipated completion of current gateway: 19/12/2019 (Achieved)

**Key Target Dates**

Planning/Amendment Submitted: Submitted  
 Consent Received: 03/05/2016  
 Planning Expiry: 03/05/2019  
 Enacted (Y/N): Yes  
 Start on Site: 02/11/2020  
 Completion: 22/11/2021

## Queensway (Ongar) - HR140 - Phase 4.1

(4 x 1 Bed 2p Bungalows)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£27,341	£27,341	£22,189	£5,153	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£57,149	£57,149	£56,778	£371	£0	
3	(Sub Total)	E120	£21,642	£21,642	£21,642	£0	£0	
4	Build Cost	E040	£950,296	£950,296	£176,634	£773,662	£0	
5	(Contingency)	E040	£28,613	£28,613	£0	£28,610	£0	
6	CoW	E180	£3,230	£3,230	£560	£2,668	£0	
			<b>£1,088,270</b>	<b>£1,088,270</b>	<b>£277,802</b>	<b>£810,464</b>	<b>£0</b>	

## Queensway (Ongar) - HR140 - Phase 4.1

(4 x 1 Bed 2p Bungalows)

Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	16	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	4	16	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed for 29/06/20, although reduced labour to meet social distancing requirements  Further Delay from Contractor Supply Chain - risk increased
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	9	Formal NMA Requested for compliance updates previously agreed	EFDC	3	3	9	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	4	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works	EFDC	1	4	4	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20 with PW surveyor / AML / EFDC to discuss RoW and PW matters. EFDC are progressing matters and title plan packs to be issued. 20/06/20 - Potentially 3no. access points to remain,
<b>Statutory Services &amp; Authorities</b>									
Drainage Strategy / Sewer Diversions / Abandonments	12	Final Connections within adjacent EFDC property undetermined	EFDC	3	4	12	EFDC	EFDC to liaise with Residents and advise of leasehold garden areas to be avoided	
<b>Reports &amp; Investigations</b>									
Ground Contamination	0	Remediation Required for elevated levels of ACMs noted in soil	Contractor / EFDC	0	0	0	Contractor	(1) Contractor to confirm allowance within tender for removal of contaminated soil	Contingency sum confirmed for remediation

## Millfield (High Ongar) - HR138 - Phase 4.1

(2 x 1 bed 2p Bungalows)

### Issues / Risks / Early Warning

Risk Register	Risks	Mitigated	Overdue
High Risk	2	3	0
Medium Risk	11	0	0

- Drainage connections and viability of runs currently under review by contractor

### Actions Complete

- confirm drainage strategy is in order

### Forthcoming Actions (Month)

- Contractors Proposals to be issued on Boundary Treatments & External Lighting
- foundation design now with building control and will cause a delay (piles possibly not required)
- potential of asbestos under slab
- Contract completion date 22/11/21
- adoption of pumping chambers previously agreed as not possible to be adoptable

### Change Control Since Last Meeting

-

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£351,024.00	£487,197.05	£136,173.05	£458,001.00	£16,803.46

- Control Account (Contingency) Allowance to cover site risks included with Tender Recommendation
- EFDC CHBCC approval of tender recommendation received 19/12/19

### Current RIBA Gateway Position:

Gateway:	04/01/1900	
Anticipated completion of current gateway:	19/12/2019	(Achieved)

### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	03/05/2016
Planning Expiry	03/05/2019
Enacted (Y/N)	Yes
Start on Site:	30/11/2020
Completion:	22/11/2021

## Millfield (High Ongar) - HR138 - Phase 4.1

(2 x 1 bed 2p Bungalows)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£23,582	£23,582	£17,986	£5,592	£0	
2	ECCDA, Create, Keegans & OHLA Fees	E160	£37,143	£37,143	£37,143	£0	£0	
3	(Survey Total)	E120	£24,134	£24,134	£24,134	£0	£0	
4	Build Cost	E040	£474,804	£474,804	£14,584	£460,225	£0	
5	(Contingency)	E040	£21,709	£21,709	£0	£21,714	£0	
6	CoW	E180	£3,050	£3,050	£280	£2,770	£0	
			<b>£584,423</b>	<b>£584,423</b>	<b>£94,127</b>	<b>£490,301</b>	<b>£0</b>	



## Millfield (High Ongar) - HR138 - Phase 4.1

(2 x 1 bed 2p Bungalows)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	16	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	4	16	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed for 29/06/20, although reduced labour to meet social distancing requirements  Further Delay from Contractor Supply Chain - risk increased
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	9	Formal NMA Requested for compliance updates previously agreed	EFDC	3	3	9	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	8	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works	EFDC	2	4	8	EFDC	(1) EFDC to ascertain progress with legal on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20 with PW surveyor / AML / EFDC to discuss RoW and PW matters. EFDC are progressing matters and title plan packs to be issued.
<b>Reports &amp; Investigations</b>									
Ground Contamination	6	Petrol Interceptors (x1) likely to have associated Hydrocarbon Contamination . Potential asbestos under garage slab	Contractor / EFDC	2	3	6	Contractor	(1) Contractor to confirm allowance within tender for removal of interceptors and contaminated soil	Contingency sum confirmed for remediation

## Pick Hill (Waltham Abbey) - HR145 - Phase 4.3

(2 x 3B5P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	1	0	0
Medium Risk	38	0	0

### Actions Complete

### Forthcoming Actions (Month)

- tender report approved
- instruction issued to TSG under 4.1
- Pre start meeting held 21/1/21
- TSG took site possession 18/1/21
- start and completion dates agreed 15 MArch 2021 to 14 March 2022
- price of drainage alterations to agree
- landscape pre start condition to discharge by TSG
- TW diversion to be approved
- programme awaited
- condition photos required by TSG

### Change Control Since Last Meeting

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£625,415.00	£738,612.63	£113,197.63		

- Order of cost completed and issued Aug 20 construction cost revised
- Tender report issue date 18/9/20

### Current RIBA Gateway Position:

Gateway:	4
Anticipated completion of current gateway:	30/10/20

### Key Target Dates

Planning/Amendment Submitted:	Submitted	
Consent Received:	25/01/2017	
Planning Expiry	25/01/2020	
Enacted (Y/N)	Yes	
Start on Site:	15/03/2021	tbc
Completion:	14/03/2022	

## Pick Hill (Waltham Abbey) - HR145 - Phase 4.3

(2 x 3B5P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Airey Miller Fees	E130	£17,826	£17,826	£10,411	£7,421	£0	
2	ECCO Create, Keegans & OHLA Fees	E160	£40,395	£40,770	£39,865	£905	£375	Fees for updating tender drawings in line with planning.
3	(Survey Total)	E120	£22,492	£22,492	£22,492	£0	£0	
4	Build Cost	E040	£738,613	£738,613	£0	£738,608	£0	
5	(Contingency)	E040	£60,000	£60,000	£0	£59,995	£0	
6	CoW	E180	£11,800	£11,800	£0	£11,800	£0	
			<b>£891,126</b>	<b>£891,501</b>	<b>£72,768</b>	<b>£818,729</b>	<b>£375</b>	

**Pick Hill (Waltham Abbey) - HR145 - Phase 4.3**  
(2 x 3B5P Houses)

**Issues / Risks / Early Warning**

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - RoW / Access route from Oxleys Road and Conybury Close respectively subject to wayleave agreement	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legal on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Approvals</b>									
Consultation Issues - Planning Expiration	0	Planning Permission due to expire 25/01/20	EFDC	0	0	0	ECDA / EFDC	(1) ECDA to confirm issue / validation of Phase 1 contamination Report (2) EFDC to confirm soft demolition works commenced	Planning Enacted
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	0	Formal NMA Requested for compliance updates previously agreed	EFDC	0	3	0	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	NMA application made
<b>Statutory Services &amp; Authorities</b>									
Drainage Strategy / Sewer Diversions / Abandonments	16	Drainage Strategy to be determined.  Pick Hill - Potential Watercourse opposite site entrance identified. Connection to existing Foul / Storm runs difficult due to distance from	EFDC	4	4	16	Create (Civil)	(1) Drainage strategy and points of connection to existing sewers to be established, abandonments / diversions to be identified	Further Survey to Surface Water Run proposed for Diversion
FW & SW sewer capacity check	4	No capacity in existing foul or storm  Pick Hill - due to rural location of development site, capacity a risk	EFDC	2	2	4	Create (Civil)	(1) Drainage strategy and points of connection to existing sewers to be established, abandonments / diversions to be identified	
<b>Reports &amp; Investigations</b>									
Ground Contamination	9	All sites identified as to having ACMs in made ground.	Contractor / EFDC	3	3	9	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards. (2) Ground Gas monitoring to be carried out on potentially effected sites subject to lab testing of impacted sites (3) Remediation Method Statements to be issued where required	
Trees	4	Trees within vicinity or boundary of site that could impact construction proposals.	EFDC	1	4	4	ECDA	(1) Instruction of Arboricultural Surveys to provide comprehensive survey to all sites. Tree Protection Plans & method Statements also commissioned (2) Survey Results to be coordinated with design team to mitigate impact of root protection zones (3) Pick Hill - Liaison with owner of TPO tree's to entrance	
Traffic Management / Site Access	12	Pick Hill is single lane carriageway - site logistics and access constrained	EFDC	3	4	12	AML	(1) AML to procure Traffic Management and Logistics Survey (2) Survey Results to be assessed and any issues not incorporated into Employers Requirements	
Party Walls - awards to adjoining parties	9	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	3	9	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	
<b>Pre-Construction &amp; Procurement</b>									
Pre-Construction Programmes - Delays due COVID-19	0	Pre-construction Design Programme  Delay to Due Diligence, potential start on site	EFDC / AML	0	0	0	AML	(1) AML preparing programme options, for Stage 4.1 Design schemes and planning redesign schemes. (2) AML to monitor and track government advice on COVID-19	

## Hornbeam Close B (Buckhurst Hill) - HR136 - Phase 4.2

(3 x 3B5P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	1	2	0
Medium Risk	34	1	0

### Actions Complete

- Drainage surface water to confirm
- Programme required
- foundation designs to check for trees outside of the boundary
- pre start conditions have been approved on 13/1/21

### Forthcoming Actions (Month)

- All 4.2 sites - Start dates contract 1 - 25/1/21 to 4/2/22
- Dates contract 2 11/1/21 to 10/1/22
- Dates delayed due to planning condition discharge by approx 2 weeks
- revised programme received 9/2/21 Stated completion date 4/2/22
- Path to side to be closed - Indecon contacting occupants - date for works required for Epping to agree closure with occupants
- letter to residents to be at same time Epping indecon
- 5nr allotment sheds have been agreed to replace
- Drain meeting requested with Epping Drainage over surface water route

### Change Control Since Last Meeting

-

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£804,225.00	£972,800.00	£168,575.00	£796,102.00	

- AML issued Tender Report 04/05/20 - Tender Costs noted
- Risk Items identified have had additional costs allocated in Client Contingency Control budget

### Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	02/07/20	(Achieved)

### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	04/08/2016
Planning Expiry	04/08/2019
Enacted (Y/N)	Yes
Start on Site:	25/01/2021
Completion:	04/02/2022

## Hornbeam Close B (Buckhurst Hill) - HR136 - Phase 4.2

(3 x 3B5P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£19,091	£19,091	£12,477	£6,614	£0	
2	ECDA, Create, Keegans & OHLA Fees	E160	£50,785	£50,785	£49,492	£1,293	£0	
3	(Survey Total)	E120	£22,538	£22,538	£22,538	£0	£0	
4	Build Cost	E040	£796,102	£796,102	£66,674	£729,428	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£65,002	£0	
6	CoW	E180	£4,690	£4,690	£0	£4,690	£0	
			<b>£958,206</b>	<b>£958,206</b>	<b>£151,181</b>	<b>£807,027</b>	<b>£0</b>	

## Hornbeam Close B (Buckhurst Hill) - HR136 - Phase 4.2

(3 x 3B5P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	12	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	3	12	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed targeted for July, although reduced labour to meet social distancing requirements
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - Vehicular Access to Rear from Hornbeam Road Properties  - Access/RoW to Green Belt / Allotment to Western Boundary to be determined	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Amendments- S73 Minor Material Amendment Agreement</b>									
Planning Amendments- S73 Minor Material Amendment Agreement	0	To ensure technically the houses meet the statutory floor to ceiling heights together with raising the building due to flood risk - risk of having to submit a S.73 application to address changes	EFDC	0	0	0	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint of be assessed	NMA application issued
<b>Statutory Services &amp; Authorities</b>									
Easement Consultation [Incl.TW Build Near/Build Over matters]	6	Build-over or easement consultation required  Thames Water Pumping Station - liaison for any easement and assume 24hr access requirements.	EFDC	2	3	6	Create (Civil)	(1) EFDC to confirm easement in place and any covenants on the land in terms of access. (2) Create to liaise with Thames Water to ascertain access requirements	Update @ 01/11/19 - Create have confirmed: TW have <b>no rights</b> over the access roads re pumping station (they requested, wherever possible, for the developer to consider sufficient tanker access to the station as part of the design of the site).
Drainage Strategy / Sewer Diversions / Abandonments	12	Adopted Foul Pipe identified routing through current building footprint	EFDC	4	3	12	Create (Civil)	(1) Create to review asset plans and liaise with Thames Water for direction. (2) Create to apply for S.185 Diversion (3) Create to coordinate civil / structural design accommodate diversion.	Update @ 01/11/19 - Create have confirmed: Diversion option to be TW preference for the foul - S.185 application to be progressed - circa 6-9 months period noted
<b>Reports &amp; Investigations</b>									
Ground Contamination	10	All sites identified as to having ACMs in made ground.  Hornbeam Close (Site B) is within 250m of Landfill Sites - Ground gases likely to be present.	Contractor / EFDC	5	2	10	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards. (2) Ground Gas monitoring to be carried out on potentially effected sites subject to lab testing of impacted sites (3) Remediation Method Statements to be issued where required	No Ground Gas identified - risk reduced however contamination likely
Flood Risk	0	Post Planning - Flood Risk consultant has identified this site to have heightened risk of surface water flooding. EFDC Drainage Engineer's have advised "to raise finish floor levels to at least 300mm above existing ground level"	EFDC	0	0	0	FRA Consultant + Create (Civil)	(1) Flood Risk Modelling to be carried out (2) Buildings FFL to be raised 300mm above existing ground level (3) Details to issued to Create Civils for consideration with drainage / external surfacing	FFL raised to address Flood Risk concerns
Party Walls - awards to adjoining parties	0	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	0	0	0	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Notices Served

## Hornbeam House (Buckhurst Hill) - HR137 - Phase 4.2

(2 x 2B4P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	0	3	0
Medium Risk	38	2	0

### Actions Complete

-

### Forthcoming Actions (Month)

-

- general comments as Hornbeam Close
- pre start conditions approved 13/1/21
- Dates delayed due to planning condition discharge by approx 2 weeks
- revised programme received 9/2/21 Stated completion date 7/1/22 (ahead of contract)
- surface water proposal achievable

### Change Control Since Last Meeting

-

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£447,445.00	£596,885.00	£149,440.00	£643,764.23	-£0.23

- AML issued Tender Report 04/05/20 - Tender Costs noted
- Risk Items identified have had additional costs allocated in Client Contingency Control budget

### Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	02/07/20	(Achieved)

### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	04/08/2016
Planning Expiry	04/08/2019
Enacted (Y/N)	Yes
Start on Site:	25/01/2021
Completion:	04/02/2022



## Hornbeam House (Buckhurst Hill) - HR137 - Phase 4.2

(2 x 2B4P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Airey Miller Fees	E130	£15,740	£15,740	£10,020	£5,720	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£40,371	£40,371	£39,325	£1,046	£0	
3	(Subs Total)	E120	£17,723	£17,723	£17,723	£0	£0	
4	Build Cost	E040	£643,764	£643,764	£34,108	£609,658	£0	
5	(Contingency)	E040	£60,000	£60,000	£0	£59,990	£0	
6	CoW	E180	£4,592	£4,592	£0	£4,592	£0	
			<b>£782,190</b>	<b>£782,190</b>	<b>£101,176</b>	<b>£681,006</b>	<b>£0</b>	

## Hornbeam House, Buckhurst Hill - HR137 - Phase 4.2

(2 x 2B4P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	12	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	3	12	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed targeted for July, although reduced labour to meet social distancing requirements
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - Existing RoW/ access to houses to the North  - Access to be disrupted to rear of flats to south.  - Vehicular Access to Rear from Hornbeam Road Properties  - Access to Green Belt / Allotment to Western Boundary	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained.  (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	3	Formal NMA Requested for compliance updates previously agreed	EFDC	1	3	3	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	NMA application made
<b>Reports &amp; Investigations</b>									
Ground Contamination	12	All sites identified as to having ACMs in made ground.  Hornbeam House is within 250m of Landfill Sites - Ground gases likely to be present.	Contractor / EFDC	4	3	12	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards.  (2) Ground Gas monitoring to be carried out on potentially affected sites subject	No Ground Gas identified - risk reduced however contamination likely
Unexploded Ordnance	12	Epping is high risk borough for Unexploded Ordnance  <i>Identified as Medium Risk Site</i>	Contractor / EFDC	3	4	12	Contractor / UXO	(1) Ensure appointment of UXO specialist watching brief for shallow excavations to all sites (2) Intrusive magnetometer survey for any piling / borehole works to Hornbeam	29/01/20: To be monitored on tender returns - allowance made for attendance of UXO specialist
Party Walls - awards to adjoining parties	0	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	0	0	0	EFDC / Keegans	(1) Notices to be served to adjacent properties  (2) PW Surveyor to advise on objections / concerns	No Party Wall Awards on site

## Bourne House (Buckhurst Hill) - HR135 - Phase 4.2

(2 x 3B5P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	1	5	0
Medium Risk	33	3	0

### Actions Complete

- trees removed to front

### Forthcoming Actions (Month)

- - comments as Hornbeam
- Dates delayed due to planning condition discharge by approx 2 weeks
- revised programme received 9/2/21 Stated completion date 13/12/21 (ahead of contract)

### Change Control Since Last Meeting

-

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£597,832.00	£646,400.00	£48,568.00	£720,149.16	-£0.16

- AML issued Tender Report 04/05/20 - Tender Costs noted
- Risk Items identified have had additional costs allocated in Client Contingency Control budget

#### Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	02/07/20	(Achieved)

#### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	04/08/2016
Planning Expiry	04/08/2019
Enacted (Y/N)	Yes
Start on Site:	25/01/2021
Completion:	04/02/2022

## Bourne House (Buckhurst Hill) - HR135 - Phase 4.2

(2 x 3B5P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£17,420	£18,615	£12,633	£5,982	£1,195	Costs for producing Homes England submission information.
2	ECDA, Create, Keegans & OHLA Fees	E160	£42,629	£42,629	£41,459	£1,170	£0	
3	(Survey Total)	E120	£19,515	£19,515	£19,515	£0	£0	
4	Build Cost	E040	£720,149	£720,149	£45,929	£674,226	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£64,988	£0	
6	CoW	E180	£4,592	£4,592	£0	£4,592	£0	
			<b>£869,305</b>	<b>£870,500</b>	<b>£119,536</b>	<b>£750,958</b>	<b>£1,195</b>	

## Bourne House (Buckhurst Hill) - HR135 - Phase 4.2

(2 x 3B5P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	12	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	3	12	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed targeted for July, although reduced labour to meet social distancing requirements
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Planning Amendments- S73 Minor Material Amendment Agreement</b>									
Planning Amendments- S73 Minor Material Amendment Agreement	3	To ensure technically the houses meet the statutory floor to ceiling heights together with raising the building due to flood risk - risk of having to submit a S.73 application to	EFDC	1	3	3	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint of be	NMA application made
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - Access to be disrupted to rear of flats to south.  - Vehicular Access to Rear from Hornbeam Road Properties  - Access to Green Belt / Allotment to Western Boundary.	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained.  (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Approvals</b>									
Planning Amendments- S73 Minor Material Amendment Agreement	0	Current approved plans proposed shift of building back circa 1m to present improved frontage	EFDC	0	0	0	ECDA/ Create	ECDA to confirm realignment and liaise with EFDC planners where necessary	Update @ 01/11/19 - Agreed minor realignment and covered with design development - risk reduced
<b>Reports &amp; Investigations</b>									
Ground Contamination	12	All sites identified as to having ACMs in made ground.  Hornbeam House is within 250m of Landfill Sites - Ground gases likely to be present.	Contractor / EFDC	4	3	12	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards.  (2) Ground Gas monitoring to be carried out on potentially affected sites	No Ground Gas identified - risk reduced however contamination likely
Party Walls - awards to adjoining parties	12	Party Wall Adjacent Excavation and Line of Junction Awards required  Sports Pavilion to Eastern Boundary - PW award for adjacent excavation / foundations required	EFDC	3	4	12	EFDC / Keegans	(1) Notices to be served to adjacent properties  (2) PW Surveyor to advise on objections / concerns	Notices Served

## Etheridge Road (Debden) - HR127 - Phase 4.2

(1 x 2B3P Bungalow & 2 x 3B5P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	2	3	0
Medium Risk	32	3	0

### Actions Complete

### Forthcoming Actions (Month)

- General comments as Hornbeam
- pre start conditions approved 13/1/21
- start delayed
- programme awaited
- condition of adjacent structures to be monitored by Indecon
- boundaries to be checked once walls and slabs removed,

### Change Control Since Last Meeting

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£852,555.00	£976,925.00	£124,370.00	£1,173,281.00	

- AML issued Tender Report 04/05/20 - Tender Costs noted
- Risk Items identified have had additional costs allocated in Client Contingency Control budget

#### Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	02/07/20	(Achieved)

#### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	30/08/2016
Planning Expiry	30/08/2019
Enacted (Y/N)	Yes
Start on Site:	11/01/2021
Completion:	21/01/2022

## Etheridge Road (Debden) - HR127 - Phase 4.2

(1 x 2B3P Bungalow & 2 x 3B5P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£24,925	£24,925	£14,934	£9,991	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£53,536	£53,536	£52,510	£1,026	£0	
3	(Superv Total)	E120	£41,429	£41,429	£41,429	£0	£0	
4	Build Cost	E040	£1,173,281	£1,173,281	£44,742	£1,128,540	£0	
5	(Contingency)	E040	£100,000	£100,000	£0	£100,002	£0	
6	CoW	E180	£4,690	£4,690	£0	£4,690	£0	
			<b>£1,397,861</b>	<b>£1,397,861</b>	<b>£153,615</b>	<b>£1,244,249</b>	<b>£0</b>	

## Etheridge Road (Debden) - HR127 - Phase 4.2

(1 x 2B3P Bungalow & 2 x 3B5P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	12	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	3	12	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed targeted for July, although reduced labour to meet social distancing requirements
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	9	Formal NMA Requested for compliance updates previously agreed	EFDC	3	3	9	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint of be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - Existing RoW/ access to rear of 72 Etheridge Road onto site  - Existing RoW to 2nr rear gardens of Nr 9 & 11 (TBC) Etheridge Green  - Pedestrian RoW access route from Rochford Avenue	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legal on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents (3) Liaise with No. 62 re rear garage wall connecting to site boundary wall and appointed Contractor to resolve.	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Reports &amp; Investigations</b>									
Ground Contamination	6	All sites identified as to having ACMs in made ground.  Hornbeam Close (Site B) is within 250m of Landfill Sites - Ground gases likely to be present.	Contractor / EFDC	2	3	6	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards. (2) Ground Gas monitoring to be carried out on potentially effected sites subject	No Ground Gas identified - risk reduced however contamination likely
Party Walls - awards to adjoining parties	9	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	3	9	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Update Received - Condition Surveys Completed - Awards in place
<b>Statutory Compliance</b>									
Fire Safety	0	Part B5 Compliance in relation to Access for Fire Tender - Furthest property 93.2m from main road - Hydrant potentially required	Contractor / EFDC	0	0	0	Contractor	Advice to be sought from LABC / Fire Officer	ECC and EFDC BCO confirm Sprinklers to furthest dwelling +90m into site MITIGATED



# Denny Avenue (Waltham Abbey) - HR144 - Phase 4.2

(1 x 2B4p House & 2 x 3B5p Houses)

**Issues / Risks / Early Warning**

Risk Register			
	Risks	Mitigated	Overdue
High Risk	1	2	0
Medium Risk	36	4	0

**Actions Complete**

- PW Awards in place - uploaded to 4P

**Forthcoming Actions (Month)**

- general comments as Hornbeam CI
- pre start conditions approved 13/1/21
- programme awaited
- allotment access discussions under way

**Change Control Since Last Meeting**

**Financial**

**Construction Cost Summary (E040)**

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£771,605.00	£858,800.00	£87,195.00	£860,640.00	

- AML issued Tender Report 04/05/20 - Tender Costs noted
- Risk Items identified have had additional costs allocated in Client Contingency Control budget

**Current RIBA Gateway Position:**

Gateway: 4  
 Anticipated completion of current gateway: 02/07/20 (Achieved)

**Key Target Dates**

Planning/Amendment Submitted: Submitted  
 Consent Received: 25/01/2017  
 Planning Expiry: 25/01/2020  
 Enacted (Y/N): TBC  
 Start on Site: 11/01/2021  
 Completion: 21/01/2022

## Denny Avenue (Waltham Abbey) - HR144 - Phase 4.2

(1 x 2B4p House & 2 x 3B5p Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Airey Miller Fees	E130	£20,511	£20,511	£13,727	£6,784	£0	
2	ECDAs, Create, Keegans & OHLA Fees	E160	£47,908	£47,908	£46,510	£1,398	£0	
3	(Supply Total)	E120	£16,928	£16,928	£16,928	£0	£0	
4	Build Cost	E040	£860,640	£860,640	£35,726	£824,908	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£64,988	£0	
6	CoW	E180	£4,690	£4,690	£0	£4,690	£0	
			<b>£1,015,678</b>	<b>£1,015,677</b>	<b>£112,892</b>	<b>£902,768</b>	<b>£0</b>	

**Denny Avenue (Waltham Abbey) - HR144 - Phase 4.2**  
(1 x 2B4p House & 2 x 3B5p Houses)

Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	12	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	3	12	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed targeted for July, although reduced labour to meet social distancing requirements
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - 8nr Garages Private Ownership to west of site - access to be maintained - Pedestrian RoW access route adjacent 34 Denny Avenue to be maintained - Potential access to adjacent allotments to be determined	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained.  (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed / impact by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	9	Formal NMA Requested for compliance updates previously agreed	EFDC	3	3	9	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Planning Approvals</b>									
Consultation Issues - Planning Expiration	0	Planning Permission due to expire 25/01/20	EFDC	0	0	0	ECDA / EFDC	(1) ECDA to confirm issue / validation of Phase 1 contamination Report  (2) EFDC to confirm soft demolition works commenced	Planning Enacted
<b>Statutory Services &amp; Authorities</b>									
Electric, location of service runs / Disconnection / Diversion / Abandonment	0	Existing mains electrical connections impacting construction  Denny Avenue - 3m easement to electrical cable flanking site along existing pedestrian path - restricts development / substructure works.	EFDC	0	0	0	Create (MEP)	(1) Obtain utility service records. (2) Existing services to be identified and requirement for diversion or abandonment established. (3) EFDC legals to confirm land title status for the existing sub station	Design considered easement - no impact to service - to be monitored during works - mitigated
<b>Reports &amp; Investigations</b>									
Ground Contamination	9	All sites identified as to having ACMs in made ground.  Denny Avenue - former site of explosives factory - heightened contamination / remediation expected	Contractor / EFDC	3	3	9	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards.  (2) Ground Gas monitoring to be carried out on potentially effected sites subject to lab testing of impacted sites  (3) Remediation Method Statements to be issued where required	
Party Walls - awards to adjoining parties	12	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	4	12	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Notices served

## Beechfield Walk (Waltham Abbey) - HR142 - Phase 4.2

(5 x 2B4P Houses)

Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	2	4	0
Medium Risk	36	2	0

-

**Actions Complete**

-- PW Awards uploaded to 4P

**Forthcoming Actions (Month)**

- - general comments as Hornbeam Close
- programmes awaited

**Change Control Since Last Meeting**

-

Financial

**Construction Cost Summary (E040)**

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbk	£1,087,011.00	£1,297,200.00	£210,189.00	£1,115,482.00	

- AML issued Tender Report 04/05/20 - Tender Costs noted

- Risk Items identified have had additional costs allocated in Client Contingency Control budget

**Current RIBA Gateway Position:**

Gateway:	4	
Anticipated completion of current gateway:	02/07/20	(Achieved)

**Key Target Dates**

Planning/Amendment Submitted:	Submitted
Consent Received:	22/03/2017
Planning Expiry	22/03/2020
Enacted (Y/N)	TBC
Start on Site:	11/01/2021
Completion:	21/01/2022

## Beechfield Walk (Waltham Abbey) - HR142 - Phase 4.2

(5 x 2B4P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£23,664	£23,664	£15,765	£7,899	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£49,558	£49,558	£48,951	£607	£0	
3	(Superv Total)	E120	£20,112	£20,112	£20,112	£0	£0	
4	Build Cost	E040	£1,115,482	£1,115,482	£83,711	£1,031,772	£0	
5	(Contingency)	E040	£85,000	£85,000	£0	£84,994	£0	
6	CoW	E180	£4,900	£4,900	£0	£4,900	£0	
			<b>£1,298,716</b>	<b>£1,298,716</b>	<b>£168,539</b>	<b>£1,130,172</b>	<b>£0</b>	

## Beechfield Walk (Waltham Abbey) - HR142 - Phase 4.2

(5 x 2B4P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19-Delays	12	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	3	12	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed targeted for July, although reduced labour to meet social distancing requirements
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  Beechfield Walk - Access from rear garden of 92 Beechfield walk onto site	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	3	Formal NMA Requested for compliance updates previously agreed	EFDC	1	3	3	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	NMA application made
<b>Statutory Services &amp; Authorities</b>									
Electric, location of service runs / Disconnection / Diversion / Abandonment	10	Existing mains electrical connections impacting construction  Beechfield - large LV cable running directly diagonally through site - diversion required	EFDC	5	2	10	Create (MEP)	(1) Obtain utility service records. (2) Existing services to be identified and requirement for diversion or abandonment established. (3) EFDC legals to confirm land title status for the existing sub station	Scope and Costs established for Diversion
<b>Reports &amp; Investigations</b>									
Ground Contamination	9	All sites identified as to having ACMs in made ground.	Contractor / EFDC	3	3	9	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards. (2) Ground Gas monitoring to be carried out on potentially effected sites subject to lab testing of impacted sites (3) Remediation Method Statements to be issued where required	
Trees	0	Trees within vicinity or boundary of site that could impact construction proposals.  Beechfield - tree to Northwest corner currently target to be retained impacting onto potential 3m easement of diverted LV electrical cable	EFDC	0	0	0	Contractor	(1) Instruction of Arboricultural Surveys to provide comprehensive survey to all sites. Tree Protection Plans & method Statements also commissioned (2) Survey Results to be coordinated with design team to mitigate impact of root protection zones (3) Pick Hill - Liaison with owner of TPO	
Party Walls - awards to adjoining parties	12	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	4	12	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Notices Served

## Kirby Close (Loughton) - HR120 - Phase 4.2

(2 x 3 bed 5p Houses, 2 x 2 bed 4p h Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	0	4	0
Medium Risk	3	3	0

### Actions Complete

- PW Awards confirm they are on 4P
- NMA Approval received
- garages demolished and hoarding in place

### Forthcoming Actions (Month)

- Indecon signage route being confirmed and jetted - CCTV received
- grass island to be temporarily turned into straight access under licence

### Change Control Since Last Meeting

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£911,559.00	£1,107,004.00	£195,445.00	£1,085,101.00	

- AML issued Tender Report 04/05/20 - Tender Costs noted
- Risk Items identified have had additional costs allocated in Client Contingency Control budget

### Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	02/07/20	(Achieved)

### Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	22/03/2017
Planning Expiry	22/03/2020
Enacted (Y/N)	TBC
Start on Site:	11/01/2021
Completion:	21/01/2022

## Kirby Close (Loughton) - HR120 - Phase 4.2

(2 x 3 bed 5p Houses, 2 x 2 bed 4p h Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£23,063	£23,063	£15,702	£7,361	£0	
2	ECDA, Create, Keegans & OHLA Fees	E160	£54,008	£54,008	£53,059	£949	£0	
3	(Survey Total)	E120	£17,577	£17,577	£17,577	£0	£0	
4	Build Cost	E040	£1,085,101	£1,085,101	£45,137	£1,039,962	£0	
5	(Contingency)	E040	£85,000	£85,000	£0	£84,994	£0	
6	CoW	E180	£4,795	£4,795	£0	£4,795	£0	
			<b>£1,269,544</b>	<b>£1,269,544</b>	<b>£131,475</b>	<b>£1,138,061</b>	<b>£0</b>	



**Kirby Close (Loughton) - HR120 - Phase 4.2**  
(2 x 3 bed 5p Houses, 2 x 2 bed 4p h Houses)

**Issues / Risks / Early Warning**

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Programme &amp; Contract Risk</b>									
Programme - COVID-19- Delays	12	Based on current government advice we are expecting a 3-month delay currently although social distancing may be in effect for up to 6 months	EFDC / AML	4	3	12	AML	(1) AML to advise EFDC of obligations under JCT (2) AML to liaise closely with Contractor to establish pre-commencement works (3) Contractor to provide programme considering social distancing guidelines	Risk Reduced - SoS Confirmed targeted for July, although reduced labour to meet social distancing requirements
Contract Termination COVID-19	5	The risk with this Event is that it can give ground for suspension and even termination by both parties after 2 months of suspension.	EFDC / AML	1	5	5	AML	(1) Maintain regular and diligent progress as far as possible ie Design, DTM's, remote site meetings etc. (2) Deed of Variation to the JCT Contract to extend the 2 months suspension period to say 6 or 9 months	Schemes Progressing - Risk Mitigated
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  Beechfield Walk - Existing Vehicular Access to Rear of 10 Felstead Road - Existing Vehicular Access to side of 17 Kirby Close - pedestrian Right of way to south of existing	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Amendments- S96 Non - Material Amendment Agreement</b>									
Planning Amendments- S96 Non Material Amendment Agreement	9	Formal NMA Requested for compliance updates previously agreed	EFDC	3	3	9	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	Formal NMA now requested. Potential delay subject to submission and approval
<b>Planning Approvals</b>									
Planning Amendments- S73 Minor Material Amendment Agreement	0	New Proposals to be reviewed - subject to re-briefing meeting. Likely however new application will be required	EFDC	0	0	0	ECDA/ Create	(1) EFDC to provide briefing details to inform capacity review (2) ECDA to liaise with EFDC Planners and ensure consistent pre-app discussions are held (3) ECDA to continue RIBA 1-3 design development	29/01/20 - Tender design as per planning - no amendment required
Consultation Issues - Planning Refusal	0	If new application is submitted, risk of refusal or objection a risk.  Furthermore - delay to approval of Local plan leading to delay in planning application	EFDC	0	0	0	EFDC	(1) EFDC to liaise with EFDC Planners on redesign sites - ongoing pre-app discussions to mitigate risk of objection or refusal	
<b>Statutory Services &amp; Authorities</b>									
FW & SW sewer capacity check	0	No capacity in existing storm	EFDC	0	0	0	Create (Civil)	(1) Drainage strategy and points of connection to existing sewers to be established, abandonments / diversions to be identified	29/01/20 - Create have established connection to EFDC owned private asset
<b>Reports &amp; Investigations</b>									
Ground Contamination	9	All sites identified as to having ACMs in made ground.	Contractor / EFDC	3	3	9	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards. (2) Ground Gas monitoring to be carried out on potentially effected sites subject to lab testing of impacted sites (3) Remediation Method Statements to be issued	
Trees	0	Trees within vicinity or boundary of site that could impact construction proposals.  Kirby Close 1 no tree identified outside of boundary on NW side of site - impacting currnet proposals -	EFDC	0	0	0		(1) Instruction of Arboricultural Surveys to provide comprehensive survey to all sites. Tree Protection Plans & method Statements also commissioned (2) Survey Results to be coordinated with design team to mitigate impact of root protection zones (3) Pick Hill - Liaison with owner of TPO tree's to entrance	Building Currently designed with minor increment of neighbouring tree root protection zone - in accordance with initial arboricultural advice
Party Walls - awards to adjoining parties	9	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	3	9	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	

## Pentlow Way (Buckhurst Hill) - HR139 - Phase 4.3

(5 x 1 bed 2p flats, 2 x 2 bed 4p flats)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	1	1	0
Medium Risk	38	1	0

- RoW / Access and Party Wall matters to be determined
- Drainage Build-over Required - Application being progressed
- Levels to East Boundary still to be determined

#### Actions Complete

- 
- Allocated parking - not required

#### Forthcoming Actions (Month)

- AML to issue request to TSG to price works.
- updated tender report approved
- Build over agreement - form signed and issued to Create
- Lease holder (4nr) agreements to ammend for external areas (nr 33 to add)
- Omaid to confirm points from ECD on Lease Drawing
- legals for sub station relocation - Omaid to check with Collins
- sub station price received from TSG
- application to discharge conditions made
- lease hold drawings required - fee from ECD required
- contract to be prepared once leases agreed - open for acceptance until 3 March 2021
- pre start conditions target determination date 2 March

#### Change Control Since Last Meeting

-

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
#REF!	£1,588,896.00	£1,774,636.90	£185,740.90	£0.00	£0.00

- Order of cost completed and issued Aug 20 construction cost revised
- Tender report issue date 18/9/20

#### Current RIBA Gateway Position:

Gateway: 4  
 Anticipated completion of current gateway: 30/10/20

#### Key Target Dates

Planning/Amendment Submitted: Submitted  
 Consent Received: 25/01/2017  
 Planning Expiry: 25/01/2020  
 Enacted (Y/N): Yes  
 Start on Site: Aug 2021  
 Completion: Oct 2022

## Pentlow Way (Buckhurst Hill) - HR139 - Phase 4.3

(5 x 1 bed 2p flats, 2 x 2 bed 4p flats)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£36,120	£36,120	£20,383	£15,737	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£90,201	£90,991	£89,630	£1,361	£790	Fee for updating tender drawings to planning
3	(Sub Total)	E120	£24,355	£24,355	£23,086	£1,269	£0	
4	Build Cost	E040	£1,744,637	£1,744,637	£0	£1,744,635	£0	
5	(Contingency)	E040	£174,464	£174,464	£0	£174,465	£0	Adjusted to 10% of build cost until Contract cost.
6	CoW	E180	£10,600	£10,600	£0	£10,600	£0	
			<b>£2,080,376</b>	<b>£2,081,166</b>	<b>£133,098</b>	<b>£1,948,067</b>	<b>£790</b>	

## Pentlow Way (Buckhurst Hill) - HR139 - Phase 4.3

(5 x 1 bed 2p flats, 2 x 2 bed 4p flats)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced
Legal issues re: land ownership & stopping-up	0	Subject to completion of Design Review Stage 3 Planning information - ECDA to advise whether amendments are required to adjust redline / boundaries to suit EFDC ownership.  <u>Pentlow Way</u> - Ownership of Dry Area for proposed substation to north of site to be determined	EFDC	0	0	0	EFDC	(1) EFDC to issue ownership and title information (2) AML/ECDA to review impact and advise of any mitigation to current design	Confirmed as EFDC owned Land
<b>Planning Approvals</b>									
New Planning Application	0	New Proposals to be reviewed - subject to re-briefing meeting. Likely however new application will be required.	EFDC	0	0	0	ECDA/ Create	(1) EFDC to provide briefing details to inform capacity review. (2) ECDA to liaise with EFDC Planners and ensure consistent pre-app discussions are held. (3) ECDA to continue RIBA 1-3 design development	New Planning Application Confirmed 09/07/20
Consultation Issues - Planning Refusal	0	If new application is submitted, risk of refusal or objection a risk.  Furthermore - delay to approval of Local plan leading to delay in planning application	EFDC	0	0	0	EFDC	(1) EFDC to liaise with EFDC Planners on redesign sites - ongoing pre-app discussions to mitigate risk of objection or refusal	
<b>Statutory Services &amp; Authorities</b>									
Electric, requirement for new substation(s)	12	New electrical supplies to be sought for new properties - Substation unlikely  <u>Pentlow Way</u> - New Substation required - load capacity to be reviewed and costs associated of extending cables from existing position. - Unrestricted access via undercroft of new building required - minimum height to be confirmed	EFDC	4	3	12	Create (MEP)	(1) Carry out design and obtain capacity check from the service provider. (2) Assess design and space requirements for the new substations	2.5m access height confirmed acceptable by UKPN
Electric / Existing Substation	20	Legal Land Title for the new sub stations and existing stations to be decommissioned and demolished - no existing substations  <u>Pentlow Way</u> - New Substation required - relocation of existing substation to north of site to accommodate new development	EFDC	4	5	20	Create (MEP)	(2) Existing services to be identified and requirement for diversion or abandonment established. (3) EFDC legals to confirm land title status for the existing sub station	
<b>Pre-Construction &amp; Procurement</b>									
Pre-Construction Programmes - Delays due COVID-19	8	Pre-construction Design Programme  Delay to Due Diligence, potential start on site	EFDC / AML	2	4	8	AML	(1) AML preparing programme options, for Stage 4.1 Design schemes and planning redesign schemes. (2) AML to monitor and track government advice on COVID-19	

## Woollard Street (Waltham Abbey) - HR149 - Phase 4.3

(7 x 1B2P & 2B4P Flats)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	3	3	0
Medium Risk	37	1	0

- Contamination Plume identified as localised - risk reduced - Remediation Strategy Confirmed

### Actions Complete

- Tenders received

### Forthcoming Actions (Month)

- planning application approved 4/2/21
- Updated tender report approved
- update tender drawings to latest planning have been issued on VFP
- Party Wall - to be checked by Keegans
- temporary closure of access to rear garages will be needed
- contract to be prepared once Pentlow leases agreed
- discharge pre start by contractor - landscape and materials

### Change Control Since Last Meeting

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£1,399,539.00	£1,556,186.92	£156,647.92		

- Order of cost completed and issued Aug 20 construction cost revised

- Tender report issue date 18/9/20

### Current RIBA Gateway Position:

Gateway: 4  
 Anticipated completion of current gateway: 30/10/20

### Key Target Dates

Planning/Amendment Submitted: Submitted  
 Consent Received: 25/01/2017  
 Planning Expiry: 25/01/2020  
 Enacted (Y/N): Yes  
 Start on Site: Aug 2021  
 Completion: Sept 2022

## Woollard Street (Waltham Abbey) - HR149 - Phase 4.3

(7 x 1B2P & 2B4P Flats)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£32,389	£32,389	£18,352	£14,037	£0	
2	ECD, Create, Keegans & OHLA Fees	E160	£65,774	£66,564	£63,081	£3,483	£790	Fee for updating tender drawings to planning
3	(Sub Total)	E120	£50,883	£50,883	£42,604	£8,279	£0	
4	Build Cost	E040	£1,556,187	£1,556,187	£0	£1,556,184	£0	
5	(Contingency)	E040	£155,619	£155,619	£0	£155,624	£0	Adjusted to 10% of build cost until Contract cost.
6	CoW	E180	£10,600	£10,600	£0	£10,600	£0	
			<b>£1,871,452</b>	<b>£1,872,242</b>	<b>£124,037</b>	<b>£1,748,207</b>	<b>£790</b>	

## Woollard Street (Waltham Abbey) - HR149 - Phase 4.3

(7 x 1B2P & 2B4P Flats)

### Issues / Risks / Early

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - Vehicle Access to rear of 20-27 Greenfield Street  - Pedestrian Access to rear of Block of flats to Stewardson Street to be maintained	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced
<b>Planning Approvals</b>									
New Planning Application	5	New Proposals to be reviewed - subject to re-briefing meeting. Likely however new application will be required.	EFDC	1	5	5	ECDA/ Create	(1) EFDC to provide briefing details to inform capacity review. (2) ECDA to liaise with EFDC Planners and ensure consistent pre-app discussions are held. (3) ECDA to continue RIBA 1-3 design development	New Planning Application Confirmed 09/07/20
Consultation Issues - Planning Refusal	5	If new application is submitted, risk of refusal or objection a risk.  Furthermore - delay to approval of Local plan leading to delay in planning application	EFDC	1	5	5	EFDC	(1) EFDC to liaise with EFDC Planners on redesign sites - ongoing pre-app discussions to mitigate risk of objection or refusal	
<b>Statutory Services &amp; Authorities</b>									
Drainage Strategy / Sewer Diversions / Abandonments	0	Drainage Strategy to be determined.  Wollard Street - Potential Build-over or major diversion required. Numerous abandonments also required	EFDC	0	0	0	Create (Civil)	(1) Drainage strategy and points of connection to existing sewers to be established, abandonments / diversions to be identified (2) Ownership / adjacent foul connection to be assessed	Drainage Strategy Approved by Thames Water
<b>Reports &amp; Investigations</b>									
Ground Contamination	12	All sites identified as to having ACMs in made ground.	Contractor / EFDC	4	3	12	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards. (2) Ground Gas monitoring to be carried out on potentially effected sites subject to lab testing of impacted sites (3) Remediation Method Statements to be issued	Risk Reduced
Party Walls - awards to adjoining parties	9	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	3	9	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Party wall awards in place
<b>Pre-Construction &amp; Procurement</b>									
Pre-Construction Programmes - Delays due COVID-19	8	Pre-construction Design Programme  Delay to Due Diligence, potential start on site	EFDC / AML	2	4	8	AML	(1) AML preparing programme options, for Stage 4.1 Design schemes and planning redesign schemes. (2) AML to monitor and track government advice on COVID-19	

## Chequers Rd B (Loughton) - HR123 - Phase 4.4

(4 x 1B2P Flats, 4 x 2B4P flats)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	7	0	0
Medium Risk	36	0	0

### Actions Complete

- Sub station - flood levels confirmed by UKPN as not an issue
- Nilan meeting held on their system - system to be used.
- Kitchen layouts - is there space for full height fridge - for purposes of energy usage full height space will be provided subject to adequate storage

### Forthcoming Actions (Month)

- Substation - planning submitted 12/11. Determination target 11/1 Car chargers are shown - check if can be community.
- Substation build to be included within main tender
- Car chargers for flats 6nr - Create (Chris) to advise on options & costs
- Start on site moved to Jan 2022 due to delays with planning submissions
- Passivhaus accreditation has been placed with Etude - positive assessment received
- Passivhaus - confirm what ER`s are for Passivhaus compliance/requirements (draft to issue -based on 4.3 with addendums for Passivhaus)
- Planning submitted 30/10 Target determination 25/12/20 Planning date not known
- to tender end January 2021 - pending planning
- tender drawings issued 19th January
- thermal bridge calcs, phpp, passivhaus documents uploaded ACH to review
- additional costs of £1197 on flood risk assessment incurred by Create as additional information required than usually expected for planning - to be approved
- TW build over and diversion progress to confirm after Planning
- planners requested dorma detail to be reduced - revised drawings submitted by ECD
- Thermal bridge calcs - ACH chase

### Change Control Since Last Meeting

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£1,636,993.00	£2,623,385.00	£986,392.00		

- Order of cost updated including garden landscaping, sub station and parking

### Current RIBA Gateway Position:

Gateway:	3
Anticipated completion of current gateway:	31/10/2020

### Key Target Dates

Planning/Amendment Submitted:	30/10/2020
Consent Received:	09/02/2016
Planning Expiry	09/02/2019
Enacted (Y/N)	Yes
Start on Site:	Jan 2022
Completion:	Dec 2022



## Chequers Rd B (Loughton) - HR123 - Phase 4.4

(4 x 1B2P Flats, 4 x 2B4P flats)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£37,968	£37,968	£12,035	£25,933	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£93,053	£93,052	£87,983	£5,069	£0	
3	(Sub Total)	E120	£57,753	£59,174	£37,146	£22,028	£1,421	Fees for sub station parking added
4	Build Cost	E040	£2,623,385	£2,623,385	£0	£2,623,385	£0	
5	(Contingency)	E040	£262,339	£262,339	£0	£262,344	£0	Updated to 10% of build cost
6	CoW	E180	£6,800	£6,800	£0	£6,800	£0	
			<b>£3,081,298</b>	<b>£3,082,718</b>	<b>£137,164</b>	<b>£2,945,559</b>	<b>£1,421</b>	

## Chequers Rd B (Loughton) - HR123 - Phase 4.4

(4 x 1B2P Flats, 4 x 2B4P flats)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legal on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with	04/12/19 - EFDC advised legal team are progressing matters - risk reduced
<b>Planning Approvals</b>									
New Planning Application	20	New Proposals to be reviewed - subject to re-briefing meeting. Likely however new application will be required.	EFDC	4	5	20	ECDA/ Create	(1) EFDC to provide briefing details to inform capacity review. (2) ECDA to liaise with EFDC Planners and ensure consistent pre-app discussions are held. (3) ECDA to continue RIBA 1-3 design development	Targeted for Mid-August Now mid October
Consultation Issues - Planning Refusal	15	If new application is submitted, risk of refusal or objection a risk. Furthermore - delay to approval of Local plan leading to delay in planning application approval.	EFDC	3	5	15	EFDC	(1) EFDC to liaise with EFDC Planners on redesign sites - ongoing pre-app discussions to mitigate risk of objection or refusal	
<b>Statutory Services &amp; Authorities</b>									
Drainage Strategy / Sewer Diversions / Abandonments	16	Drainage Strategy to be determined. Potential Build-over or major diversion required.	EFDC	4	4	16	Create (Civil)	(1) Drainage strategy and points of connection to existing sewers to be established, abandonments / diversions to be identified (2) Ownership / adjacent foul connection to be assessed	
<b>Reports &amp; Investigations</b>									
Flood Risk	12	Post Planning - Flood Risk consultant has identified this site to have heightened risk of surface water flooding. EFDC Drainage Engineer's have advised "to raise finish floor levels to at least	EFDC	3	4	12	FRA Consultant + Create (Civil)	(1) Flood Risk Modelling to be carried out (2) Buildings FFL to be raised 300mm above existing ground level (3) Details to issued to	FFL raised to address Flood Risk concerns - redesign ongoing
Electric, requirement for new substation(s)	12	New electrical supplies to be sought for new properties - Substation unlikely New Substation required - load capacity to be reviewed and costs associated of extending cables from existing position. - Unrestricted access via undercroft of new building required - minimum	EFDC	3	4	12	Create (MEP)	(1) Carry out design and obtain capacity check from the service provider. (2) Assess design and space requirements for the new substations	
Electric / Existing Substation	20	Legal Land Title for the new sub stations and existing stations to be decommissioned and demolished - no existing substations Relocation of existing substation to north of site to accommodate new development	EFDC	4	5	20	Create (MEP)	(1) Obtain utility service records. (2) Existing services to be identified and requirement for diversion or abandonment established. (3) EFDC legals to confirm land title status for the existing sub station	
<b>Pre-Construction &amp; Procurement</b>									
Pre-Construction Programmes - Delays due COVID-19	16	Pre-construction Design Programme Delay to Due Diligence, potential start on site	EFDC / AML	4	4	16	AML	(1) AML preparing programme options, for Stage 4.1 Design schemes and planning redesign schemes. (2) AML to monitor and track government advice re COVID-19	

**Ladyfields (Loughton) - HR125 - Phase 4.4**  
 (2 x 2B4P Houses, 2 x 3B4P Houses & 12 x 1B2P Flats)

**Issues / Risks / Early Warning**

Risk Register			
	Risks	Mitigated	Overdue
High Risk	5	0	0
Medium Risk	37	1	0

**Actions Complete**

- planning drainage questions - answered
- Passivhaus assessor Etude appointed and assessment received
- thermal bridge calcs due 18/12
- Acoustic appointed and report receive

**Forthcoming Actions (Month)**

- planning submitted 10/9 - target determination date 14/12
- request to change elevation drawings sent to planners (potential NMA if not approved)
- BT Telegraph pole removal progressed with Openreach - quote received - order to place once next steps agreed - confirm timescales with BT 5-7 weeks
- design to be taken to stage 3 + for Single Stage DB tender
- ECD to issued information - Passivhaus schedule to follow
- Target date for issuing tenders end Jan 2021
- Start on site estimated Jan 2022
- three framework contractors have the appetite for a Passivhaus scheme
- Car charging direct to allocated parking to house
- Party Wall looking at site
- planning conversations to continue over scheme being withdrawn.
- tenders not to be issued until planning approved
- Contamination gas protection -CS3 (score 4.5) - ventilated floor void required - proposals to be provided
- drainage, trees - objections being closed
- no news from internal requests to planning on planners comments

**Change Control Since Last Meeting**

**Financial**

**Construction Cost Summary (E040)**

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
#REF!	£1,275,879.00	£3,681,662.00	£2,405,783.00	£0.00	£0.00

- Order of cost completed and issued July 20 construction cost revised

**Current RIBA Gateway Position:**

Gateway: 3  
 Anticipated completion of current gateway: 11/12/2020

**Key Target Dates**

Planning/Amendment Submitted: 10/09/2020  
 Consent Received:  
 Planning Expiry  
 Enacted (Y/N)  
 Start on Site: Jan-22  
 Completion: Mar-23

## Ladyfields (Loughton) - HR125 - Phase 4.4

(2 x 2B4P Houses, 2 x 3B4P Houses & 12 x 1B2P Flats)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£75,353	£75,353	£22,869	£52,484	£0	
2	ECDA, Create, Keegans & OHLA Fees	E160	£168,793	£168,953	£156,984	£11,969	£160	Category re-allocation
3	(Survey Total)	E120	£58,250	£58,090	£41,350	£16,740	-£160	Category re-allocation
4	Build Cost	E040	£3,681,662	£3,681,662	£0	£3,681,662	£0	
5	(Contingency)	E040	£368,166	£368,166	£0	£368,175	£0	Adjusted to 10% of Build cost budget
6	CoW	E180	£14,800	£14,800	£0	£14,800	£0	
			<b>£4,367,025</b>	<b>£4,367,024</b>	<b>£221,203</b>	<b>£4,145,830</b>	<b>£0</b>	

## Ladyfields (Loughton) - HR125 - Phase 4.4

(2 x 2B4P Houses, 2 x 3B4P Houses & 12 x 1B2P Flats)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  Access for TFL / NR to track to SE rear corner of site	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced
<b>Planning Approvals</b>									
New Planning Application	20	New Proposals to be reviewed - subject to re-briefing meeting. Likely however new application will be required.	EFDC	4	5	20	ECDA/ Create	(1) EFDC to provide briefing details to inform capacity review. (2) ECDA to liaise with EFDC Planners and ensure consistent pre-app discussions are held. (3) ECDA to continue RIBA 1-3 design	Submission made
Consultation Issues - Planning Refusal	15	If new application is submitted, risk of refusal or objection a risk.  Furthermore - delay to approval of Local plan leading to delay in planning application	EFDC	3	5	15	EFDC	(1) EFDC to liaise with EFDC Planners on redesign sites - ongoing pre-app discussions to mitigate risk of objection or refusal	
<b>Statutory Services &amp; Authorities</b>									
Electric / Existing Substation	0	Legal Land Title for the new sub stations and existing stations to be decommissioned and demolished -  Ladyfields - Existing Substation located in close proximity of NW boundary of site. HV/LV cable routes currently unknown - Access and easement requirement to be	EFDC	0	0	0	Create (MEP)	(1) Obtain utility service records. (2) Existing services to be identified and requirement for diversion or abandonment established. (3) EFDC legals to confirm land title status for the existing sub station	Confirmed no impact to our boundary or scheme
<b>Reports &amp; Investigations</b>									
Ground Contamination	15	All sites identified as to having ACMs in made ground.	Contractor / EFDC	5	3	15	Contractor	(1) Soil Analysis Plans (SAPs) agreed with EFDC contamination team to ensure all necessary analysis is to EFDC standards. (2) Ground Gas monitoring to be carried out on potentially effected sites subject to lab testing of impacted sites (3) Remediation Method Statements to be issued where required	
Trees	12	Trees within vicinity or boundary of site that could impact construction proposals.  Ladyfields - substantial impact to site by number of mature tree's - heavily restrains capacity and design proposals	EFDC	4	3	12		(1) Instruction of Arboricultural Surveys to provide comprehensive survey to all sites. Tree Protection Plans & method Statements also commissioned (2) Survey Results to be coordinated with design team to mitigate impact of root protection zones (3) Ladyfields - Liaison with EFDC in regards to removal of 2nd large mature tree to open up development site	Current proposals accommodate Root Protection zones - risk reduced
Party Walls - awards to adjoining parties	15	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	5	15	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	
<b>Pre-Construction &amp; Procurement</b>									
Pre-Construction Programmes - Delays due COVID-19	16	Pre-construction Design Programme  Delay to Due Diligence, potential start on site	EFDC / AML	4	4	16	AML	(1) AML preparing programme options, for Stage 4.1 Design schemes and planning redesign schemes. (2) AML to monitor and track government advice on COVID-19	

Page 93

## Lower Alderton Hall Lane (Loughton) - HR121 - Phase 4.4

(2 x 2B4P Houses)

### Issues / Risks / Early Warning

Risk Register			
	Risks	Mitigated	Overdue
High Risk	3	0	0
Medium Risk	35	1	0

- Lower Alderton planning 25/09/19 - risk is refusal.
- Risk of resident objection and disruption to works
- Pedestrian RoW to be maintained during works to access beneath footbridge
- Contamination risk present on site

### Actions Complete

- Tender Return 02/03/20 - scheme to be omitted due to SAC delay

### Forthcoming Actions (Month)

-

### Change Control Since Last Meeting

- Lower Alderton - likely subject to S106 Agreement relating to Natural England's Air Quality Issues

### Comments

- Planning Committee meeting held 25/09/19 - no response, potential to delay start on site date
- Issued for pricing purposes although planning delay due to SAC
- COVID-19 Delays

### Financial

#### Construction Cost Summary (E040)

Cabinet Approved Construction	Initial Build Cost Estimate (Jan)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date
tbc	£507,768.00	£761,467.00	£253,699.00	£0.00	£0.00

### Current RIBA Gateway Position:

- Gateway: 4
- Anticipated completion of current gateway: TBC
- Tender Return 02/03/20 - scheme to be omitted due to SAQ delay

### Key Target Dates

- Planning/Amendment Submitted: Submitted - New Application (TBC)
- Consent Received: 09/02/2016
- Planning Expiry: 09/02/2019
- Enacted (Y/N): Yes
- Start on Site: Jan 2022
- Completion: Dec 2023

## Lower Alderton Hall Lane (Loughton) - HR121 - Phase 4.4

(2 x 2B4P Houses)

### Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£18,361	£18,361	£13,614	£4,747	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£42,738	£42,738	£41,879	£859	£0	
3	(Surplus Total)	E120	£23,481	£23,481	£21,736	£1,745	£0	
4	Build Cost	E040	£554,700	£554,700	£0	£554,700	£0	
5	(Contingency)	E040	£55,470	£55,470	£0	£55,476	£0	
6	CoW	E180	£10,800	£10,800	£0	£10,800	£0	
			<b>£705,550</b>	<b>£705,550</b>	<b>£77,229</b>	<b>£628,327</b>	<b>£0</b>	

## Lower Alderton Hall Lane (Loughton) - HR121 - Phase 4.4

(2 x 2B4P Houses)

### Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
<b>Land, Ownership and Acquisition</b>									
Rights of Way Disruption to Adjoining Residents & the general public  Page 66	12	Public Access or Rights of Way preventing proposed construction. Disruption to Neighbours potentially delaying on-site works  - Surrounding Houses (Nr 1-11) - RoW / Access Rights to existing Parking - to be determined. Site to be appropriated  - RoW to access under bridge leading to Bushfields site to be maintained	EFDC	3	4	12	EFDC	(1) EFDC to ascertain progress with legals on extinguishment or access RoW required to be maintained.  (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced  29/01/20 - Meeting held 20/01/20. Sites being assessed by EFDC legal consultant for any RoW or access rights. EFDC to advise.
<b>Planning Approvals</b>									
Planning Requirements - S106 Agreement	16	Natural England Requirements for Air Quality Mitigation - likely to be packaged into S106 Agreement - negotiation required	EFDC	4	4	16	EFDC	EFDC to liaise with Residents and advise of leasehold garden areas to be avoided	29/01/20 - No response to date
Consultation Issues - Planning Refusal	15	Lower Alderton - Local Residents objected original consent - re-submitted in May - Committee Meeting 25/09/19 - No	EFDC	3	5	15	EFDC	(1) EFDC to liaise with EFDC Planners to confirm discharge of necessary conditions	
<b>Reports &amp; Investigations</b>									
Ground Contamination	16	Potential for Ground Gas Identified in Phase Geotechnical Report	Contractor / EFDC	4	4	16	Contractor	(1) Contractor to confirm allowance within tender for removal of interceptors and contaminated soil	