

Committee Agenda



**Epping Forest
District Council**

Council Housebuilding Cabinet Committee Monday, 14th June, 2021

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

**Conference Room, Civic Offices, High Street, Epping
on Monday, 14th June, 2021
at 7.00 pm .**

**Georgina Blakemore
Chief Executive**

**Democratic Services
Officer**

Jackie Leither Tel: 01992 564756
Email: democraticservices@eppingforestdc.gov.uk

Members:

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

WEBCASTING/FILMING NOTICE

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. The meeting may also be otherwise filmed by third parties with the Chairman's permission.

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Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area or otherwise indicate to the Chairman before the start of the meeting.

If you have any queries regarding this, please contact the Public Relations Manager on 01992 564039.

1. WEBCASTING INTRODUCTION

This meeting is to be webcast.

The Chairman will read the following announcement:

I would like to remind everyone present that this meeting will be broadcast live to the Internet and will be capable of subsequent repeated viewing, with copies of the recording being made available for those that request it.

By being present at this meeting, it is likely that the recording cameras will capture your image and this will result in your image becoming part of the broadcast.

You should be aware that this may infringe your human and data protection rights. If you have any concerns then please speak to the Webcasting Officer.

Please could I also remind Members to activate 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 - 10)

To confirm the minutes of the last meeting of the Cabinet Committee held on 16 March 2021.

6. COUNCIL HOUSE BUILDING PROGRESS REPORT - PHASES 3 - 5 (Pages 11 - 84)

That the Housing Services Manager – Development 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. COUNCIL HOUSE BUILDING SCHEME BUDGETS - PHASE 3 (Pages 85 - 88)

That the Housing Services Manager – Development to present a report to the Council Housebuilding Cabinet Committee regarding the Phase 3 scheme budget for the Council House Building Programme to be noted and presented to the Cabinet in line with the Terms of Reference of the Council House Building Cabinet Committee.

8. NATIONAL FRAMEWORK AGREEMENT (Pages 89 - 100)

That the Housing Services Manager – Development to present a report to the Council Housebuilding Cabinet Committee with regard to EFDC becoming members and using

the National Framework to ensure all projects can demonstrate best value for money.

9. 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.

10. 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):

Agenda Item No	Subject	Exempt Information Paragraph Number
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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EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee:	Council Housebuilding Cabinet Committee	Date:	Tuesday, 16 March 2021
Place:	Virtual Meeting on Zoom	Time:	7.00 - 7.40 pm
Members Present:	H Whitbread (Chairman), N Avey, N Bedford, A Patel and J Philip		
Other Councillors:	S Heap, S Murray and D Wixley		
Officers Present:	D Fenton (Service Director (Housing Revenue Account)), R Hoyte (Service Manager - Development) and J Leither (Democratic Services Officer)		

29. 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.

30. SUBSTITUTE MEMBERS

The Cabinet Committee noted that there were no substitute members.

31. DECLARATIONS OF INTEREST

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

32. MINUTES

Resolved:

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

33. COUNCIL HOUSEBUILDING PROGRESS REPORT - PHASES 3-5

The Chairman, Councillor H Whitbread introduced Rochelle Hoyte to the Cabinet Committee and advised that Rochelle was the new Service Manager for Housing Development.

R Hoyte presented the Council Housebuilding Progress Report – Phases 3-5 and recommended that they be noted by the Cabinet Committee.

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

Phase 4

Phase 4.1 consisted of 16 units which had been contracted and the start on site was all underway. Millfield, Ongar started on 30 November 2020 and Pickhill, Waltham Abbey had been added to Phase 4.1, the start on site was due in March 2021;

Phase 4.2 consisted of 22 units which had been contracted, the start on site was achieved in January 2021.

Phase 4.3 consisted of 15 units. The consent approval was received for Woollard Street, Waltham Abbey in February 2021, contract signing and possession was still to be achieved in March 2021, with start on site anticipated July/August 2021.

Phase 4.4 consisted of 28 units (an additional 12 units) were awaiting consent. Ladyfields, Loughton and Chequers Road (B), Loughton were still within planning and work was being undertaken to discuss how these can be progressed as quickly as possible. Since the approval of the APMS, it was anticipated that any schemes within the planning system would have reached a determination by May 2021 as planners had requested an extension of time until this period. The tender process will follow and a consideration may be needed for an interim committee approval as it was likely that the previous forecast of June 2021 would be missed, the tender process would follow in August/September 2021 with contracts and possession achieved in October 2021, with the contractor being able to carry out their Design and Build due diligence and discharge their pre-commencement conditions by December 2021 to continue with the plan to start on site in January 2022.

Councillor H Whitbread was pleased to report that Cyril Hawkins Close in North Weald had now been completed. She advised that she had visited the site and the new family homes looked really smart, residents had started to move in and there was plenty of parking.

D Fenton, Director of HRA Functions advised the Cabinet Committee that a planned street party to celebrate the opening of the road would be organised for July 2020.

Councillor J Philip asked if the Council had ever had a Council Housebuilding project that had come in under budget.

R Hoyte stated that she was not aware of the details of the previous phases 1-3, but advised that Cyril Hawkins Close came in over budget due to contamination and Covid-19 restrictions. She also advised that the Council had a new programme called ProVal, this was a financial viability tool which allowed you to appraise developments. The Council will be using ProVal on all schemes to see if the scheme was viable and therefore whether to take the scheme forward as a development project or not. This programme would give the Council better control over the finances of the scheme.

Councillor J Philip asked if the officers could prepare a report of all the Council Housebuilding schemes that had been done, the costs predicted for each scheme and how much the schemes actually cost. He recalled that almost every scheme that had been done come out over budget and this would mean that the budget was not being set properly.

Councillor Whitbread stated that some of the historic garage sites did lead to some issues with delays for contamination reasons and hopefully as we move into the later phases we will be looking at sites, other than garage sites and with the use of ProVal the predicted cost would be more accurate.

Councillor A Patel stated that the Council have started work on discharging the planning conditions on the garage sites in Buckhurst Hill and across the district and in terms of the displacement of the residents renting the garages, in the earlier stages of the House Building programme it was agreed that the garage residents would be offered other garages as close to those sites as possible, he asked what was next for the Council, although more garage and brownfield sites had been identified how long could the Council sustain the Council House Building Programme.

R Hoyte advised that in Phase 5 officers were looking at 14 sites in total with various development opportunities and each site would be looked at with a feasibility study for which we will use ProVal, our consultants will give us scope on what was possible to build. Regarding garage sites and displacement, Officers would identify if there were other parking facilities nearby and could anything be done about offering parking to these residents before we would continue with a garage site scheme.

D Fenton advised that there was a number of commercial assets that officers were looking at which belonged to the general fund and Rochelle and her team were working on those including a number of pubs which adds to the list. There were also a number of other larger scale opportunities that officers would be looking at but were not yet in a position to disclose those sites.

Councillor H Whitbread stated that she was pleased to see that other options were being considered as the Council House Building Programme was a great success and the Council want to see this programme continue to deliver affordable housing for the people of the district.

Councillor N Bedford referred to Phase 4.1 Queensway, Ongar (page 54 of the agenda) and expressed concerns under the heading 'Reports and Investigations' there was nothing flagged up for contamination of the ground, yet when you go to the next page under the heading 'Forthcoming Actions' in red it reads 'potential asbestos under slab'. If we compare this site to a North Weald site that ran approximately £400,000 over budget because of asbestos contamination. Taking this into account why does the Queensway site only have contingency budget set of £28,000.

R Hoyte advised that she had looked at sites that had already been started and stated that the contingency budgets should have been set much higher. Surveys were done ahead of the builder going onto site and things like contamination were not picked up as this was not found until the start on site digging had taken place and contamination was then uncovered. The contingency should cover these problems but unfortunately they were not set correctly, now the Council has ProVal this would enable a more cost effective plan with the correct contingency set. Going forward this was one of the top priorities to get the costings correct and therefore staying within budget for each site.

Councillor N Bedford stated that Officers should use North Weald as a benchmark of what the contingency should be for each site. The Queensway, Ongar site was about a quarter of the size of the North Weald site therefore a contingency around the sum of £100,000 should be set for Queensway and not the £28,000 that it was currently.

Councillor J Philip stated that he understood where Councillor Bedford was coming from but that he was not sure that it was applicable to all sites and that we should use the new ProVal system going forward and keep a track of how that system would work.

R Hoyte advised that not only new schemes were being run through ProVal but schemes that had already been completed were being put in to see what the difference was and help to influence decisions going forward.

Councillor S Murray asked if there were any plans for the official opening of the Joan Davis House, he realised this scheme was a while ago but due to Covid it had been cancelled.

He also stated that Ward Members should be consulted on sites in their wards before they were put into practice as they know the local areas and could advise on historical and local information on potential sites that may not be known to Officers.

Councillor H Whitbread agreed that an official opening of the Joan Davis House in Burton Road, The Broadway, Loughton should be marked as it was a good development and asked officers to look into arranging that post purdah.

R Hoyte advised that she was in discussions around having webinars with Ward Members so that schemes and sites could be discussed before that got to a planning status.

Councillor D Wixley advised that part of Burney Drive was in his Ward and he would like to know where the site was as he could not envisage a scheme going ahead in that area.

He stated that although the Kirby Close development was not in his Ward as a District Councillor it was as a Town Councillor. He had noticed that work was ongoing on that site and referred to a service road which run behind the site and informed the Cabinet Committee that the grass verges were being ruined by people parking on them or driving over them and asked officers if this was anything to do with the contractors.

R Hoyte advised that a number of the grass verges around Kirby Close have been covered up and the contractors were only using them for access and turning points and any damaged verges will be restored once the site was finished. She advised that she would visit the site and speak to the contractors and would get back to Councillor Wixley.

Councillor S Heap referred to the garage site in Hornbeam Close and advised that the area around that garage site was heavily populated and to remove these garages would have an enormous impact as at least 11 of the garages have cars parked in them and it would be an enormous detrimental impact to the area. He further advised that there was also an ongoing drainage issue in that area.

He further asked about the development in Pick Hill and added that there had been a huge amount of destruction of the trees being taken down and was that a part of the Councils development or was it a private developer.

R Hoyte advised that they were at the very early stages of looking at Hornbeam Close, to see what would work there, if anything at all was possible and that she would discuss any findings with the Ward Members.

D Fenton stated that Phase 5 of the Council House Building Programme was not just about building it was about creating great places where people wanted to live. The House Building programme were partnering with the Asset team, the Land team, Safer Communities and Communities and Wellbeing to create a place approach. For example Hornbeam Close, the aim was not just to build but to alleviate the parking

stress by creating more parking spaces and improving the area in terms of the environment and climate.

R Hoyte added that as well as a higher level of due diligence that her team would also be looking at landscaping and any play areas that could be built into the scheme. Near the site in Hornbeam Close there was an empty play area and that she was currently looking into who owned that site and if the Council could improve the play area. It was not only about new builds it was having regard for the residents that were already currently living there so they were as much a part of the community as any new residents that move to the area.

Councillor S Murray advised that play areas in the district were the responsibility of Town and Parish Councils and therefore if the Council were to get involved in some areas and not others this could have a detrimental effect on the Town and Parish Councils.

Councillor S Heap asked if Town and Parish Councils could be involved in the discussions as well as the Ward Councillors as they could bring far more knowledge about the local area sites that the Council propose to bring forward.

R Hoyte advised that they were looking at options regarding the play areas so as part of the development we could work with the Town and Parish Councils to maybe make a contribution towards such play areas.

She stated that she could see no reason why Town and Parish Councils could not be invited to the meetings of new schemes along with the Ward Councillors.

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. The report set out the progress made since reported at the last meeting on the 08 December 2020.

Other Options Considered and Rejected:

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

34. ANY OTHER BUSINESS

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

35. EXCLUSION OF PUBLIC AND PRESS

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

CHAIRMAN

Report to the Council Housebuilding Cabinet Committee



**Epping Forest
District Council**

Report reference: CHB-001-2021/22

Date of meeting: 14 June 2021

Portfolio: Housing Services – Councillor H Whitbread

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

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

Democratic Services: J Leither (01992 564756)

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.

That members consider the proposals for Phase 5 and award officers the approval to move the schemes forward through planning and construction.

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 all on site. All handovers for 4.1 are between September and November 21 with Pick Hill in March 22.

Package 4.2 - 22 units – are all on site, handover dates for these are between Feb and March 22.

Package 4.3 – 15 units – Work is underway to get both contracts signed. Pentlow Way has been delayed mainly due to the sub - station being re-sited. Start on site still to be achieved August 21.

Package 4.4 - 24 units – awaiting consent from planning, determination expected June 21 to work through next steps for Jan 22 start on site.

Package 4.5 – 2 units – is delayed within planning, updates hoped to be received June 21 to achieve a Jan 22 start on site.

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 since last reported in March 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
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
30:09:20	6 Wks	£2,470,493	£2,914,732	£444,239 (18%)

Cyril Hawkins Close formally known as Queens Road, is now in the defects period which is being managed between Storm and Qualis. Officers step in were required to support with defects raised to find a resolution. Final account will be achieved following the 2 years end of defects review.

Phase 4

Phase 4.1 – Contracted with TSG Ltd

SoS. - Weeks - Handover

Chequers Road (A), Loughton	: HR 124	3 x 3B units	31:07:20	56	17:09:21
Bushfields, Loughton	: HR 122	2 x 2B units	13:07:20	56	17:09:21
Chester Road, Loughton	: HR 130	3 x 2B units	07:09:20	56	10:09:21
Queensway, Ongar	: HR 140	4 x 1B units	02:11:20	53	22:11:21
Millfield, Ongar	: HR 138	2 x 1B units	30:11:20	53	22:11:21
Pick Hill, Waltham Abbey	: HR 145	2 x 3B units	15.03.21	53	14.03.22
Totalling		16 units			

(Please see **Appendix 1. Phase 4 Executive Report No 20** dated May 2021).

Chequers Road (A), Loughton

Since last reporting the foul drainage alternative connection has been agreed with the connection via a neighbouring garden, this will prove to be a huge saving for the scheme as the alternative would have come with heavy cost in relation to highways. Approval is now being formally confirmed with Essex Highways. No further variation orders have been sought since last reporting. The foul drainage connections have caused huge delays for the scheme and have pushed our handover dates to September 21. We have had to source an alternative roof tile due to supply issues; these are to be confirmed with the contractors in due course.

Bushfields, Loughton

No further variation orders have been raised. Works have been delayed due to roof tile supply issues; these are to be confirmed with the contractors in due course. Works on site are expected to pick back up once this has been resolved. Practical completion is now forecasted for September 21.

Chester Road, Loughton

No further variation orders requested in the last period. The contractor's proposals on boundary treatments and external lighting are to be issued. The flood doors have verbally been confirmed as meeting Flood and Part M requirements. TSG have issued this to the planners and building control for approval, which is expected to be received imminently.

Contract completion remains Sep 21, no delays reported.

Queensway, Ongar

Discussed proposals on external lighting to be issued by the contractor. We are awaiting an updated sketch on the drainage route, although already installed.

We have approached a neighbouring property to discuss purchase of a small area of land to improve access, however if this is not achieved it will have no effect on the development progressing and current access is not inadequate. The land value is exceptionally small.

Practical completion delayed and now expected for October 21.

Millfield, Ongar

Previously discussed contractor proposals for boundary treatments and external lighting are due to be issued. Asbestos was found under a concrete slab and all costs have been agreed for the removal of this. The final retaining wall specification is under cost review. The pumping station specification is being assessed to ensure compliance with adoptable standards, although not proposed for this, if this was to ever change no further works would be required as it would already meet the required standards.

Practical completion now forecasted for October 21.

Pick Hill, Waltham Abbey HR145: 2 x units

Since last reporting the cost of the drainage alterations have been agreed and the instruction issued. the landscape pre- start condition

Piling foundations required due to proximity of trees. Contact has been made with Essex Highways and City of London regarding the verge protection and rubbish clearance to what will be the front entrance to the development. All of the area in front of the site will be cleared of all rubbish under this contract and the area of land shown as under EFDC ownerships will be cleared of excess soil and undergrowth.

SOS was achieved on the 15th March 2021.

The 4.1 contract currently has a remaining £27k contingency, chequers A is over by £28k, Millfield is over by £33k. To manage the overspends on these schemes, these costs will be covered by s106 contributions. The s106 contributions are currently being finalised, which are c£250,000. These will be able to support our schemes that have gone over budget.

Phase 4.2 – Contracted with Indecon Ltd

			SoS	Handover
Hornbeam Close (B) Buckhurst Hill:	HR 136	3 x units	25:01:21	04:02:22
Hornbeam House, Buckhurst Hill:	HR 137	2 x units	25:01:21	04:02:22
Bourne House, Buckhurst Hill:	HR 135	2 x units	25:01:21	04:02:22
Etheridge Road, Debden:	HR 127	3 x units	11:01:21	16:03:22

Denny Avenue , Waltham Abbey:	HR 144	3 x units	11:01:21	15:02:22
Beechfield Walk , Waltham Abbey:	HR 147	5 x units	11:01:21	15:02:22
Kirby Close , Loughton:	HR 120	4 x units	11:01:21	15:02:22

Total **22 units**

Hornbeam Close (B) Buckhurst Hill: HR 136 3 x units

Practical completion dates have been delayed due to delays with discharging planning conditions. Retaining wall details have been reviewed and a cost breakdown is due to be issued. Surface water drain diverted, and pipes jetted. Sprinkler requirements are currently being discussed with Essex fire and Building control. Some issues were raised regarding the quality of bricks which seemed to be damaged prior/during construction, this has been addressed with the contractors and is now being monitored closely.

Hornbeam House, Buckhurst Hill: HR 137 2 x units

Revised practical completion dates issued due to delays with planning condition discharges. Sprinkler requirements are also being discussed with Essex Fire and building control for this scheme.

Bourne House, Buckhurst Hill: HR 135 2 x units

Practical completion dates have been updated to reflect the delays caused by planning condition discharges. Pumping station specifications are under review as well as alternative routes as the original plan is not viable.

Etheridge Road, Debden: HR 127 3 x units

As with the previous schemes the practical completion dates have been updated. Sprinkler requirements are under discussion with Essex fire and Building control. Boundary wall assessments have been completed.

Denny Avenue, Waltham Abbey: HR 144 3 x units

Practical completion dates have been updated; delays are due to the drainage issues within this site. The surface water drain from the site was found to be blocked and further investigations were required, including drains within neighbouring properties. The proposals for the route replacement are being agreed.

Beechfield Walk, Waltham Abbey: HR 147 5 x units

Works are progressing on site; practical completion dates are unchanged since last reported.

Kirby Close, Loughton: HR 120 4 x units

The practical completion dates have been updated to reflect current position. Works are progressing on site. Sprinkler requirements are being discussed with Essex Fire and Building control. The grass island is temporarily being used as an access route into the site. This will be reinstated once the development is complete.

The 4.2 contract has a remaining contingency of £345k. Allowances have been made for the sprinkler requirements, variations to drainage, retaining walls have been accounted for. We expect all schemes within 4.2 to deliver within budget.

Phase 4.3 - Comprising: -

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

Contracts for both Pentlow Way and Woollard Street are still to be signed.

There are a number of actions that have taken place for Pentlow way, mainly in regard to the substation. A visit by UKPN is being made with officers on the 8th June and following this visit, the site location of the sub station is hoped to be agreed so that matters can be progressed. The build over agreement has been agreed with Thames Water. The leaseholder agreements have been chased and are expected to be completed June 21, so that progression can be made to

There have also been a number of delays with pre- start condition discharges.

SOS dates are anticipated to slip due to the delays.

Contract documents for Woollard are ready to be printed and administered, this is pending the completion of the leases at Pentlow way.

Phase 4.4 - Comprising: -

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

Both Ladyfields and Chequers Road (B) remain within planning and delayed due to the SAC issue. Planning issued a request for extension of determination time to 31 May 21. We are hoping to have an update from planning by June 21.

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 – we are still hoping that these will be determined by June 21.

Stonyshotts, Waltham Abbey

Since last reporting there are no further updates on the development of this scheme. Consent is still to 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. Site is due to be sold via auction. There are a number of details to be confirmed by consultants before this can progressed.

Phase 5

Since last meeting we have been working with architects ECDA to assess whether there are viable schemes for the developments listed below.

Attached at Appendix 2 are the development scheme proposals. It is now important that consultations are held with Cllrs and residents to obtain their views on the schemes to be taken forward. These will be held across June 21.

Conclusion

Officers are beginning to arrange consultations with both members and residents to request comments on all proposals.

The use of the Proval is continuing with all phase 4 sites, Phase 5 will be completed by July 21 and beyond this Proval will be used ahead of any proposals taken 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:

None applicable

Legal and Governance Implications:

None to report

Safer, Cleaner and Greener Implications:

The continued delivery of the development housing programme will help address the antisocial behaviour issues raised within some of the sites, reducing the opportunity for fly-tipping and thereby contribute to a Greener environment. In addition we are taking the necessary steps to move towards passivhaus standards in order to honour our commitment to being carbon neutral by 2030.

Consultation Undertaken:

Interdepartmental involvement has and will continue to be engaged.

Background Papers:

The Phase 4 Executive Report

ECDA Design proposals

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.

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Management Report No. 20

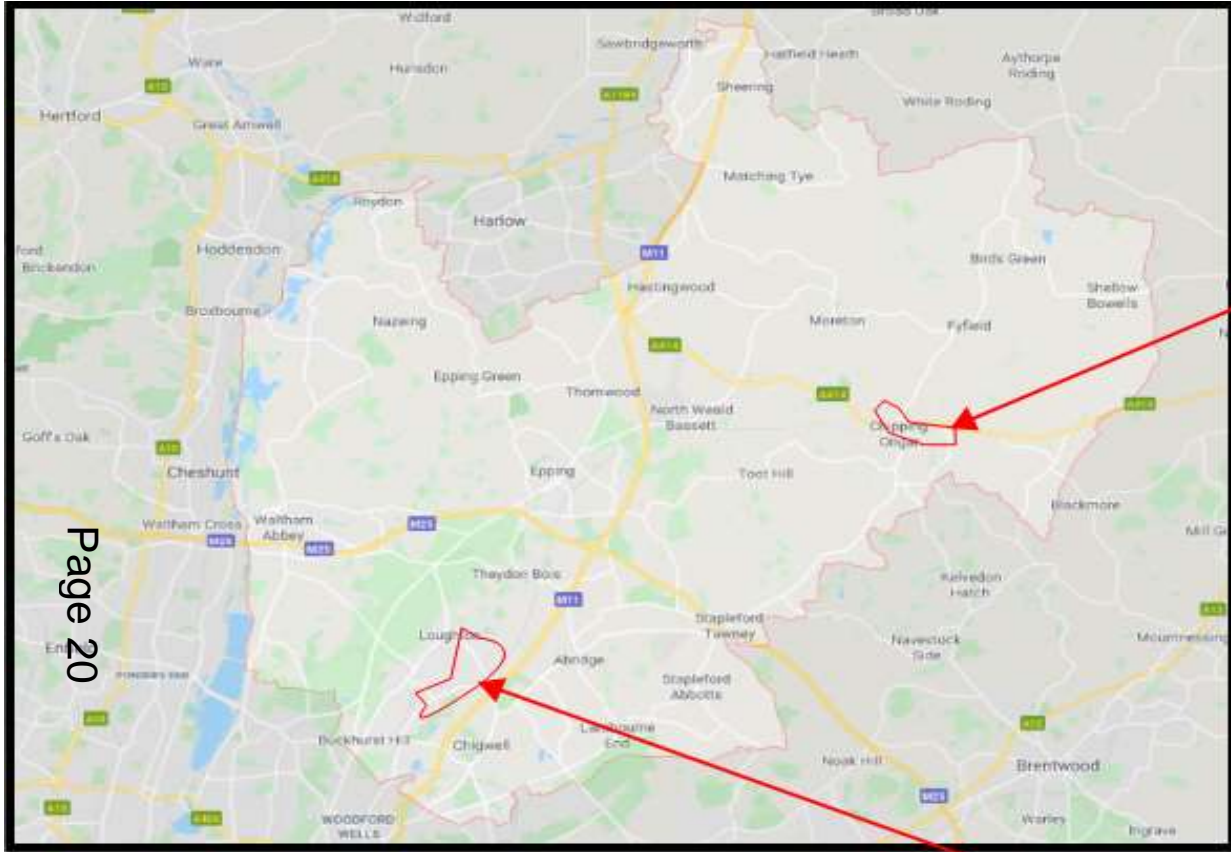
EFDC Building Programme (Phase 4 Sites)

06 May 2021

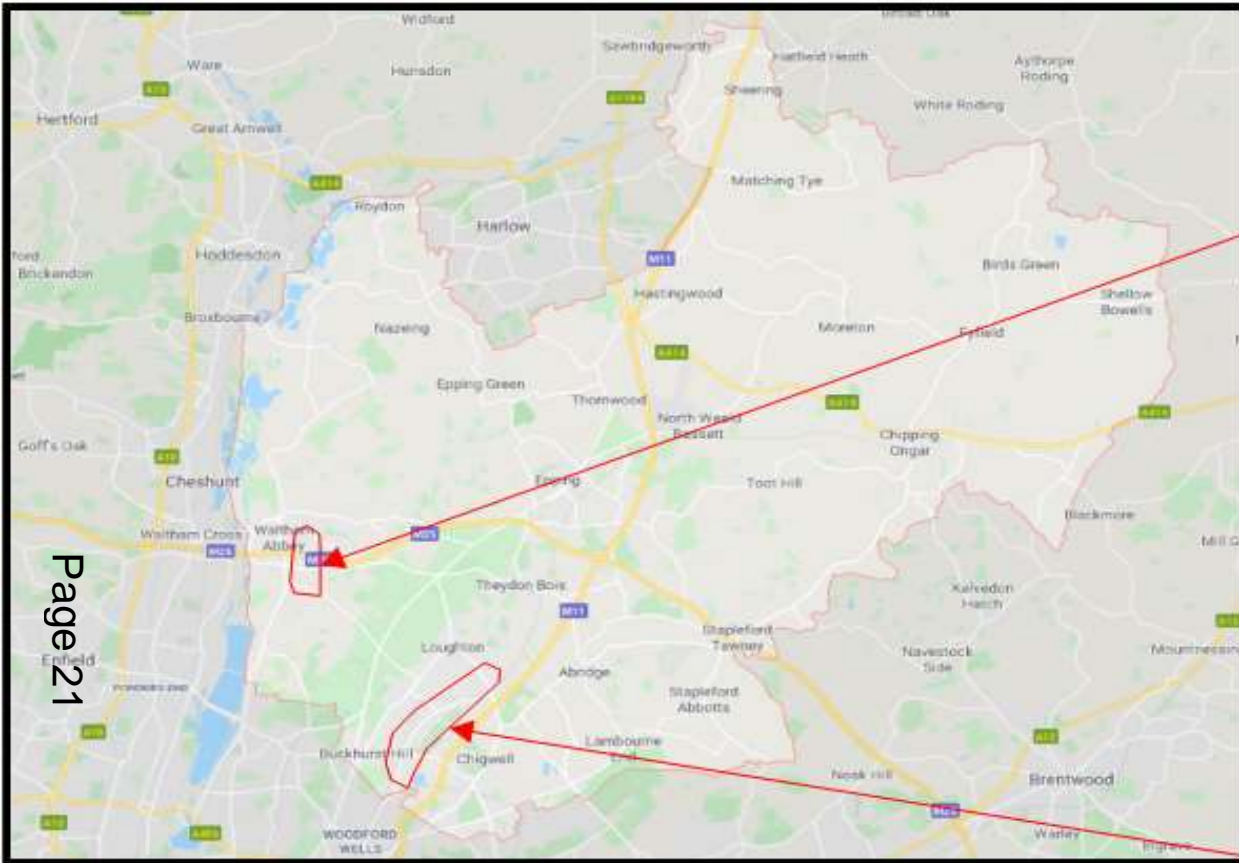
Updated during meeting 13/5/21

Figures updated 6/5/21

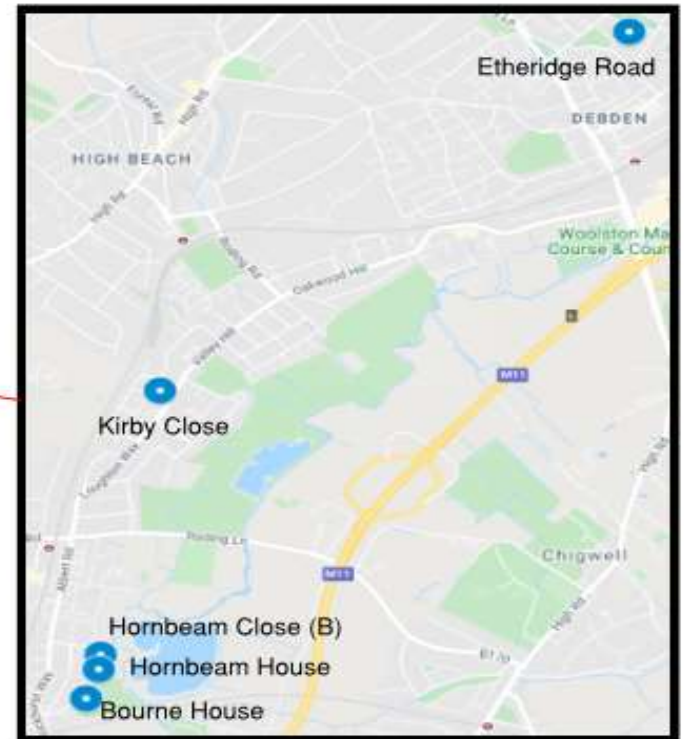
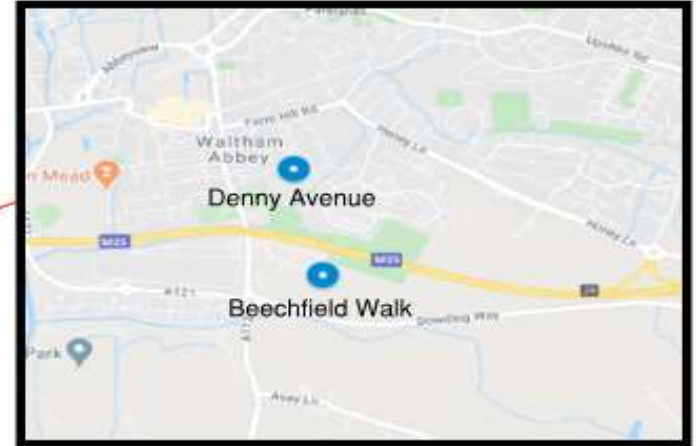
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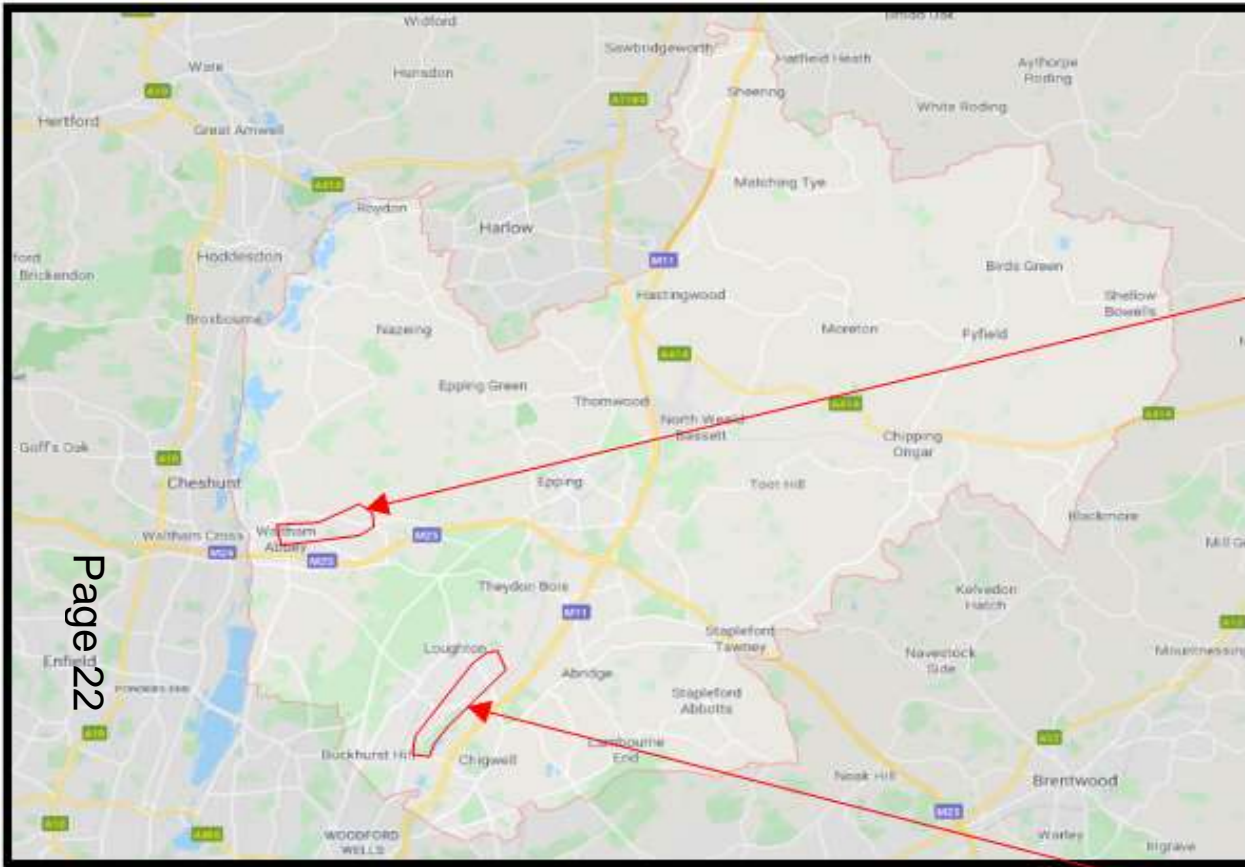
PHASE 4.1 SITES



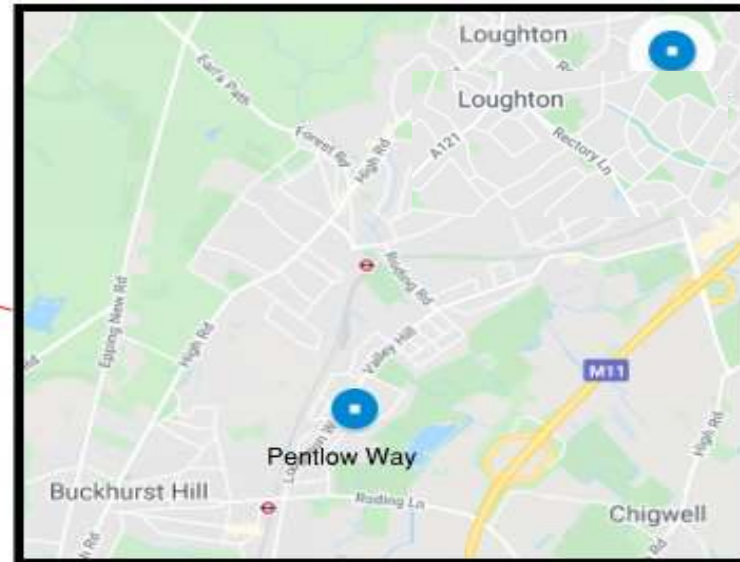
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PHASE 4.3 & 4.4 SITES

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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	
Total					4,928	6,134	29	6	0	8	20	16	79	

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	£8,878	£847,841	Some variations in process of being agreed.
Bushfields (Loughton)	4.1 HP122	2	tbc	£556,697	£614,054	£57,357	£526,518	£92,951	£619,469	Some variations in process of being agreed.
Chester Road (Loughton)	4.1 HR130	3	tbc	£718,238	£763,319	£45,081	£747,395	£92,014	£839,409	Some variations in process of being agreed.
Queensway (Ongar)	4.1 HR140	4	tbc	£1,120,361	£890,492	-£229,869	£914,925	-£8,244	£906,681	Some variations in process of being agreed.
Millfield (Ongar)	4.1 HR138	2	tbc	£351,024	£487,197	£136,173	£458,001	£60,419	£518,420	Some variations in process of being agreed.
Pick Hill (Waltham Abbey)	4.1 HR145	2	tbc	£625,415	£738,613	£113,198	£738,613	£0	£738,613	Some variations in process of being agreed.
Hornbeam Close Site B (Buckhurst Hill)	4.2 HR136	3	tbc	£804,225	£972,800	£168,575	£796,102	£0	£796,102	Some variations in process of being agreed.
Hornbeam House (Buckhurst Hill)	4.2 HR137	2	tbc	£447,445	£596,885	£149,440	£643,764	£0	£643,764	Some variations in process of being agreed.
Bourne House (Buckhurst Hill)	4.2 HR135	2	tbc	£597,832	£646,400	£48,568	£720,149	£0	£720,149	Some variations in process of being agreed.
Etheridge Road (Debden)	4.2 HR127	3	tbc	£852,555	£976,925	£124,370	£1,173,281	£0	£1,173,281	Some variations in process of being agreed.
Denny Avenue (Waltham Abbey)	4.2 HR144	3	tbc	£771,605	£858,800	£87,195	£860,640	£0	£860,640	Some variations in process of being agreed.
Beechfield Walk (Waltham Abbey)	4.2 HR142	5	tbc	£1,087,011	£1,297,200	£210,189	£1,115,482	£0	£1,115,482	Some variations in process of being agreed.
Kirby Close (Loughton)	4.2 HR120	4	tbc	£911,559	£1,107,004	£195,445	£1,085,101	£0	£1,085,101	Some variations in process of being agreed.
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	
Total				£16,081,732	£21,220,994	£5,139,262	£10,618,934	£246,017	£21,262,290	

CHB Overall Cashflow - 6 Month Overview

Date: 6/5/21

Scheme: Epping Phase 4.1 - 4.4

Summary - Overall Cashflow - Excluding Single Unit Sites

Summary - Overall Cashflow	Contract Total	Total Invoiced	Total Remaining	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21
Phase 4.1 - 4.4	£ 24,926,505	£5,799,414	£ 19,127,128	£ -	£ 891,677	£ 840,632	£ 853,201	£ 830,578	£ 1,091,091	£ 962,259

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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	17/09/21	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	10/09/21	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	Contract signed with Indecon Possession Monday 2 November 2020. Contract 1 completion was 4/2/22 Contract 2 completion was 21/1/22
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	16/03/22	
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	15/02/22	
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	15/02/22	
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	15/02/22	
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 May 2021, possession May 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 May 2021, possession May 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. Planning delay.
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. Planning delay
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
- Contractors Proposals to be issued on Boundary Treatments & External Lighting (SDB agreed)
- Foul drainage alternative connection to 12A agreed with TW, highways approval required and access to confirm
- Chequers A alternative roof tile proposed due to supply issues - pitch to confirm
- cash flow for 4.1 sites behind expected, updated version requested

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	£8,877.99

- 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	£62,717	£62,717	£24,991	£37,727	£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	£847,841	£847,841	£488,664	£359,175	£0	
5	(Contingency)	E040	£0	£0	£0	£0	£0	Contingency to be adjusted to maintain "Contract Total" - Flag if at risk. Contingency at risk. 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	£2,298	£0	
			£994,104	£994,104	£594,501	£399,600	£0	

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
Programme & Contract Risk									
Programme - COVID-19-Delays	16		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
Planning Amendments- S96 Non - Material Amendment Agreement									
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
Land, Ownership and Acquisition									
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
Reports & Investigations									
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
- contract completion date 9/8/21
- current proposed completion 17/9/21
- delays in roofing and works progressing

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	£92,951.00

- 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:	17/09/2021

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	£16,382	£1,883	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£49,388	£49,388	£49,017	£371	£0	
3	(Surveys Total)	E120	£16,268	£16,268	£16,268	£0	£0	
4	Build Cost	E040	£619,469	£619,469	£325,138	£294,332	£0	
5	(Contingency)	E040	£19,605	£19,605	£0	£19,605	£0	
6	CoW	E180	£3,470	£3,470	£1,260	£2,208	£0	
			£726,466	£726,466	£408,065	£318,399	£0	

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
Programme & Contract Risk									
Programme - COVID-19-Delays	16		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
Planning Amendments- S96 Non - Material Amendment Agreement									
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
Land, Ownership and Acquisition									
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
Statutory Services & Authorities									
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
Reports & Investigations									
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

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
- contract completion date agreed at 13/9/21
- current completion date 10/9/21
- flood doors have verbally been confirmed as meeting flood and Part M - costs and details received - TSG have issued to planners and building control for approval.
- contractors H&S report highlighted basic issues for improvement - an improvement had been seen - to be monitored

Change Control Since Last Meeting

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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	£23,004	£23,004	£19,891	£3,113	£0	
2	ECB 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	£839,409	£839,409	£385,150	£454,258	£0	
5	(Contingency)	E040	£0	£0	£0	£0	£0	Contingency adjusted from disucssion with JC Contingency now exceeded.
6	CoW	E180	£3,000	£3,000	£980	£2,025	£0	
			£939,369	£939,369	£479,605	£459,767	£0	

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
Programme & Contract Risk									
Programme - COVID-19-Delays	16		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
Planning Amendments- S96 Non - Material Amendment Agreement									
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
Land, Ownership and Acquisition									
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.
Reports & Investigations									
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

-

Actions Complete

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

Forthcoming Actions (Month)

- Contractors Proposals to be issued on External Lighting
- contract completion date agreed at 22/11/21
- current planned completion date 8/10/21
- updated sketch on drainage route not yet received although it has been installed
- nr 97 written to regarding purchase of land

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	-£8,244.00

- 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	£23,534	£3,810	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£57,149	£57,149	£56,778	£371	£0	
3	(Supply Total)	E120	£21,642	£21,642	£21,642	£0	£0	
4	Build Cost	E040	£906,681	£906,681	£360,676	£546,005	£0	
5	(Contingency)	E040	£28,613	£28,613	£0	£28,616	£0	
6	CoW	E180	£3,230	£3,230	£560	£2,668	£0	
			£1,044,655	£1,044,655	£463,189	£581,470	£0	

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
Programme & Contract Risk									
Programme - COVID-19-Delays	16		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
Planning Amendments- S96 Non - Material Amendment Agreement									
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
Land, Ownership and Acquisition									
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,
Statutory Services & Authorities									
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	
Reports & Investigations									
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

Actions Complete

- confirm drainage strategy is in order

Forthcoming Actions (Month)

- Contract Proposals to be issued on Boundary Treatments & External Lighting
- asbestos found under concrete slab - costs agreed
- Contract completion date 22/11/21
- current planned completion 8/10/21
- raising FFL by 200mm is proposed to better suit levels - costs savings to confirm
- comparison of final retaining wall specification under cost review
- pumping station specification to be assessed for compliance with adoptable standards (it is not to be adoptable) - specification of pumps in discussion
- rear retaining wall to remain as brick

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	£60,419.00

- 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	£19,141	£4,440	£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	£518,420	£518,420	£174,012	£344,406	£0	
5	(Contingency)	E040	£21,709	£21,709	£0	£21,712	£0	
6	CoW	E180	£3,050	£3,050	£280	£2,770	£0	
			£628,038	£628,038	£254,710	£373,328	£0	

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
Programme & Contract Risk									
Programme - COVID-19-Delays	16		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
Planning Amendments- S96 Non - Material Amendment Agreement									
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 ot be assessed	Formal NMA now requested. Potential delay subject to submission and approval
Land, Ownership and Acquisition									
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.
Reports & Investigations									
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

- tender report approved
- instruction issued to TSG under 4.1
- Pre start meeting held 21/1/21
- TSG took site possession 18/1/21
- price of drainage alterations agreed and instruction issued
- TW diversion approved

Forthcoming Actions (Month)

- start and completion dates agreed 15 March 2021 to 14 March 2022
- landscape pre start condition to discharge by TSG
- programme received
- condition photos required by TSG -
- piling required due to proximity of trees
- neighbours have expressed concern over structural damage to their houses - these are over 6m away and not within Party Wall, TSG to take condition photos **OB met with TSG and took photos of neighbours properties**
- contact made with Essex Highways and City of London over verge protection and rubbish clearance. - **the area in front of the site will be cleared of rubbish under this contract and the area of land shown as under EFDC ownership cleared of excess soil and undergrowth**

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	£40,770	£40,770	£39,865	£905	£0	
3	(Survey Total)	E120	£22,492	£22,492	£22,492	£0	£0	
4	Build Cost	E040	£748,913	£748,913	£41,846	£696,762	£0	
5	(Contingency)	E040	£49,700	£49,700	£0	£49,698	£0	
6	CoW	E180	£11,800	£11,800	£0	£11,800	£0	
			£891,501	£891,501	£114,614	£766,586	£0	

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
Planning Approvals									
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
Planning Amendments- S96 Non - Material Amendment Agreement									
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 ot be assessed	NMA application made
Statutory Services & Authorities									
Drainage Strategy / Sewer Diversions / Abandonments	0	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	0	4	0	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 checked	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	
Reports & Investigations									
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	4	Pick Hill is single lane carriageway - site logisitcs and access constrained	EFDC	1	4	4	AML	(1) AML to procure Traffic Management and Logistics Survey (2) Survey Results to be assessed and any issues notd incorporated into Employers Requirements	
Party Walls - awards to adjoining parties	3	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	1	3	3	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	
Construction & Procurement									
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	

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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

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
- retaining wall details have been reviewed and alternative RC proposals agreed, costs breakdown awaited
- surface water drain diverted and pipes jetted
- Sprinkler requirements under discussion with Essex Fire & Building Control
- some issues with quality of bricks being damaged prior during and before construction (use stock not facing going forward?)

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 (+/-)
tbv	£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	£13,397	£5,694	£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	£291,751	£504,350	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£64,999	£0	
6	CoW	E180	£4,690	£4,690	£0	£4,690	£0	
			£958,206	£958,206	£377,178	£581,026	£0	

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
Programme & Contract Risk									
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
Planning Amendments- S73 Minor Material Amendment Agreement									
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 to be assessed	NMA application issued
Statutory Services & Authorities									
Easement Consultation [Incl. Build Near/Build Over matters]	0	Build-over or easement consultation required Thames Water Pumping Station - liaison for any easement and assume 24hr access requirements.	EFDC	0	0	0	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 no rights 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	0	Adopted Foul Pipe identified routing through current building footprint	EFDC	0	0	0	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
Reports & Investigations									
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		No Ground Gas identified - risk reduced however contamination likely
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)

-

- 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)
- - Sprinkler requirements under discussion with Essex Fire & Building Control

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 (+/-)
tbcc	£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	£11,136	£4,604	£0	
2	ECDF Create, Keegans & OHLA Fees	E160	£40,371	£40,371	£39,325	£1,046	£0	
3	(Sub E1 Total)	E120	£17,723	£17,723	£17,723	£0	£0	
4	Build Cost	E040	£643,764	£643,764	£270,558	£373,197	£0	
5	(Contingency)	E040	£60,000	£60,000	£0	£60,005	£0	
6	CoW	E180	£4,592	£4,592	£0	£4,592	£0	
			£782,190	£782,190	£338,742	£443,444	£0	

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
Programme & Contract Risk									
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 targeted for July, although reduced labour to meet social distancing requirements
Reports & Investigations									
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 effected sites subject	No Ground Gas identified - risk reduced however contamination likely
Unexploded Ordnance	4	Epping is high risk borough for Unexploded Ordnance <i>Identified as Medium Risk Site</i>	Contractor / EFDC	1	4	4	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	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)

- 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)
- Retaining walls agreed to be RC
- Pumping station not to be adopted, alternative routes via rugby club have been investigated and not viable alternatives - **specification of pumps under discussion**
- **Sprinkler requirements under discussion with Essex Fire & Building Control**

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	£18,615	£18,615	£13,465	£5,151	£0	
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	£286,935	£433,213	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£64,999	£0	
6	CoW	E180	£4,592	£4,592	£0	£4,592	£0	
			£870,500	£870,500	£361,374	£509,125	£0	

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
Programme & Contract Risk									
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 targeted for July, although reduced labour to meet social distancing requirements
Planning Approvals									
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
Reports & Investigations									
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 effected	No Ground Gas identified - risk reduced however contamination likely
Party Walls - awards to adjoining parties	0	Party Wall Adjacent Excavation and Line of Junction Awards required Sports Pavilion to Eastern Boundary - PW award for adjacent excavation / foundation required	EFDC	0	4	0	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)

- pre start conditions approved 13/1/21
- completion date 16/3/22
- end bungalow position to be reviewed to ensure adequate clearance for path from neighbours shed
- boundary walls have been assessed and new RC retaining cast or the existing adapted as appropriate - Indecon to check this against any party wall awards
- monitor completion date for Homes England funding
- Sprinkler requirements under discussion with Essex Fire & Building Control

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	£24,924	£24,924	£17,063	£7,861	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£53,536	£53,536	£52,510	£1,026	£0	
3	(Sub Total)	E120	£41,429	£41,429	£41,429	£0	£0	
4	Build Cost	E040	£1,173,281	£1,173,281	£427,339	£745,944	£0	
5	(Contingency)	E040	£100,000	£100,000	£0	£99,996	£0	
6	CoW	E180	£4,690	£4,690	£0	£4,690	£0	
			£1,397,860	£1,397,860	£538,341	£859,517	£0	

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
Programme & Contract Risk									
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 targeted for July, although reduced labour to meet social distancing requirements
Reports & Investigations									
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	No Ground Gas identified - risk reduced however contamination likely
Party Walls - awards to adjoining parties	3	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	1	3	3	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Update Received - Conditon Surveys Completed - Awards in place

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

Forthcoming Actions (Month)

- pre start conditions approved 13/1/21
- Completion date 15/2/22
- the surface water drain from site has been found to be blocked and further investigations are required after blockage found in nr 11 - a 225mm dia pipe has been located as well as the 150mm dia pipe - both of which are blocked. Extensive investigations have taken place with investigations into outfalls to the brook and the chambers in private house nr 13 to be concluded. The proposal for the route to replace the 225mm pipe can then be agreed.

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	£14,656	£5,855	£0	
2	ECDAs, Create, Keegans & OHLA Fees	E160	£47,908	£47,908	£46,510	£1,398	£0	
3	(Sub Total)	E120	£16,928	£16,928	£16,928	£0	£0	
4	Build Cost	E040	£860,640	£860,640	£221,261	£639,384	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£65,004	£0	
6	CoW	E180	£4,690	£4,690	£0	£4,690	£0	
			£1,015,678	£1,015,678	£299,356	£716,331	£0	

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
Programme & Contract Risk									
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 targeted for July, although reduced labour to meet social distancing requirements
Reports & Investigations									
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	4	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	1	4	4	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

Forthcoming Actions (Month)

- Works progressing
- completion date 15/2/22
- **planning condition for acoustic fence to north to be reviewed**

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	£1,087,011.00	£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	£16,846	£6,818	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£49,558	£49,558	£48,951	£607	£0	
3	(Subs Total)	E120	£20,112	£20,112	£20,112	£0	£0	
4	Build Cost	E040	£1,115,482	£1,115,482	£379,509	£735,977	£0	
5	(Contingency)	E040	£85,000	£85,000	£0	£84,997	£0	
6	CoW	E180	£4,900	£4,900	£0	£4,900	£0	
			£1,298,716	£1,298,716	£465,418	£833,299	£0	

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
Programme & Contract Risk									
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 targeted for July, although reduced labour to meet social distancing requirements
Reports & Investigations									
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	
Party Walls - awards to adjoining parties	4	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	1	4	4	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

Forthcoming Actions (Month)

- grass island to be temporarily turned into straight across access under licence
- works progressing
- completion 15/2/22
- Sprinkler requirements under discussion with Essex Fire & Building Control
- cross over arrangements to nr 18 neighbours house under discussion

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	£23,070	£23,070	£16,307	£6,763	£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	£323,676	£761,436	£0	
5	(Contingency)	E040	£85,000	£85,000	£0	£84,996	£0	
6	CoW	E180	£4,795	£4,795	£0	£4,802	£0	
			£1,269,550	£1,269,550	£410,619	£858,946	£0	

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
Programme & Contract Risk									
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 targeted for July, although reduced labour to meet social distancing requirements
Reports & Investigations									
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 1no tree identified outside of bounday on NW side of site - impacting currnet proposals -	EFDC	0	0	0		(1) Instruction of Aboricultural 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	Tree agreed to be removed
Party Walls - awards to adjoining parties	3	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	1	3	3	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)

- updated tender report approved
- Build over agreement - agreed by TW
- Lease holder (4nr) agreements to ammend for external areas (nr 33 to add)
- legals for sub station relocation
- sub station price received from TSG to be instructed as a VO once contract is in place.
- application to discharge conditions made
- contract to be prepared once leases agreed - open for acceptance until 3 March 2021, agreed to extend
- pre start conditions target determination date 2 March
- programme received - sub-station dates to confirm from UKPN
- site layout for each phase required
- updated UKPN quote received and paid directly by EFDC, contact details awaited
- contract prepared to print - programme dates required to produce this, issue date dependant on receiving programme dates and leases being resolved . Start date is slipping.
- lease holder ransom strip under legal review opinion due 20th May

Change Control Since Last Meeting

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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 tbc on contract signing
 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	£91,961	£91,961	£90,600	£1,361	£0	
3	(Survey 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	
			£2,082,136	£2,082,136	£134,068	£1,948,067	£0	

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
Land, Ownership and Acquisition									
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. Pentlow Way - 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
Statutory Services & Authorities									
Electric, requirement for new substation(s)	12	New electrical supplies to be sought for new properties - Substation unlikely Pentlow Way - 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 Pentlow Way - 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	
Construction & Procurement									
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
- programme received
- contract documents ready to print
- liaison over access to rear garages to take place - access likely to remain

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	£66,564	£66,564	£63,081	£3,483	£0	
3	(Survey 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	
			£1,872,242	£1,872,242	£124,037	£1,748,207	£0	

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
Land, Ownership and Acquisition									
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
Statutory Services & Authorities									
Drainage Strategy / Sewer Diversion / 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
Reports & Investigations									
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
Construction & Procurement									
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 - will be further delayed by circa 6 months
- 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 Including separate sub station application Target determination 25/12/20 Planning date not known
- to tender pending planning - likely at least end of June 2021
- 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 - now received
- ECD issued remaining Passivhaus tender info
- planners query on sub station parking to replied as Belens response

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	£37,969	£12,035	£25,934	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£93,052	£93,052	£87,983	£5,069	£0	
3	(Supplies Total)	E120	£59,174	£59,174	£37,146	£22,028	£0	
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	
			£3,082,718	£3,082,719	£137,164	£2,945,560	£0	

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
Land, Ownership and Acquisition									
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	04/12/19 - EFDC advised legal team are progressing matters - risk reduced
Planning Approvals									
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	
Statutory Services & Authorities									
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	
Reports & Investigations									
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	
Pre-Construction & Procurement									
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 - likely approval end May 2021 at earliest
- 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
- Target date for issuing tenders will be after planning approved
- Start on site estimated Jan 2022 - this will be delayed further due to planning
- 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	£168,953	£168,953	£156,984	£11,969	£0	
3	(Survey Total)	E120	£58,090	£58,090	£41,350	£16,740	£0	
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	
			£4,367,024	£4,367,024	£221,203	£4,145,830	£0	

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
Land, Ownership and Acquisition									
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
Planning Approvals									
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	
Statutory Services & Authorities									
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
Reports & Investigations									
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 Aboricultural 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	
Pre-Construction & Procurement									
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	

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)

- Lower Alderton - likely subject to S106 Agreement relating to Natural England's Air Quality Issues
- procurement route to be considered once planning approved

Change Control Since Last Meeting

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	
			£705,550	£705,550	£77,229	£628,327	£0	

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
Land, Ownership and Acquisition									
Rights of Way Disruption to Adjoining Residents & the general public Page 84	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.
Planning Approvals									
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	
Reports & Investigations									
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	

Report to the Council Housebuilding Cabinet Committee



**Epping Forest
District Council**

Report reference: CHB-002-2021/22
Date of meeting: 14 June 2021

Portfolio: Housing Services – Councillor H Whitbread
Subject: Council House Building scheme budgets – Phase 3
Responsible Officer: Rochelle Hoyte (01992 562054)
Service Manager - Development
Democratic Services: J Leither (01992 564756)

Recommendations/Decisions Required:

That the contents of this Phase 3 scheme budget for 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:

At the last CHBCC meeting it was requested that a view of the schemes budgeting was presented to the committee. Below I have summarised the schemes within Phase 3. Phase 4 is within the progress 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 covers the scheme budgets of Phase 3 and is for noting purposes only. There are no other options for action.

Report

Phase 3 consisted of;

Bluemans End

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Bluemans End	TSG			
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
		£753,034.23	£890,000.00	£136,965.77

Stewards Green Road

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Stewards Green Rd	TSG			
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
		£752,340.41	£959,200.85	£206,860.44

London Road

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
London Rd	VSN Ent Ltd			
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
		£235,695.00	£257,642.93	£21,947.93

Parklands, Cooperale

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Queens Road	enmark & White			
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
		£716,756.74	£765,148.19	£48,391.45

Springfield and Centre Avenue

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Springfield and Centre Avenue				
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
			Unresolved	Unresolved

*The final account here remains unresolved due to waterlogging issue at the properties which is being resolved.

Centre Drive

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Centre Drive	VSN Ent Ltd			
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
		£300,285.00	£355,188.00	£54,903.00

Cyril Hawkins Close / Queens Road

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Queens Road	Storm Bld.			
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
		£2,470,493	£2,867,996	£397,503.00

*Still to be agreed at the end of the defects period 2023.

Conclusion

Lessons have been learnt on how schemes will be assessed financially. The introduction of Proval is a huge asset to the development team, providing much more opportunity to consider varying costs and scheme viability before progressing schemes.

Contingencies are now reviewed on a case by case basis rather than the presumed 5-10% of a contract sum. Careful consideration is being made for the constraints identified as being recurring problems within sites. This includes contamination, foundations, drainage, boundaries and ground water.

Officers also note that some of the additions to the contract sum in some cases could have been avoided and officers will ensure that the lessons learned are not repeated for Phase 5 and beyond.

We have also adjusted how we are working with our consultants, note the proposals put forward as a part of the framework agreement way of working 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:

None applicable

Legal and Governance Implications:

None noted for the purpose of this report

Safer, Cleaner and Greener Implications:

The development of phase 3 schemes has contributed to a safer environment by removing many of the anti-social behaviour issues raised within some of the sites prior to being built out. Officers are taking necessary steps to ensure our schemes are greener as a part of our commitment to being carbon neutral.

Consultation Undertaken:

Interdepartmental involvement has and will continue to be engaged. Members are also being consulted with as per our new ways of working.

Background Papers:

None applicable

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.

Report to the Council Housebuilding Cabinet Committee



**Epping Forest
District Council**

Report reference: CHB-003-2021/22
Date of Meeting: 14 June 2021

Portfolio: Housing Services – Councillor H Whitbread

Subject: Council House Building Programme Framework Agreement

Responsible Officer: Rochelle Hoyte (01992 562054)
Service Manager - Development

Democratic Services: J Leither (01992 564756)

Recommendations/Decisions Required:

That members are asked to agree that EFDC become members and use the National Framework, as an additional framework to ensure all projects can demonstrate best value for money, quality and where contractors judged on merit.

Executive Summary:

EFDC entered into a framework agreement back in October 2018, this agreement was administered by the managing director of Camerons Consultancy. The framework agreement consists of one employer's agent (EA), one architect and 4 contractors. Over the last few years only two contractors have tendered for proposals put forward.

In order to ensure that we are instructing the right consultants and contractors for the varying complexity of some of our development schemes, it is vital that we are able to tender outside of the current framework agreement.

Furthermore, our current limited framework does not always provide appropriate opportunities to carryout due diligence in terms of cost and quality. This is because the framework is limited to a low number of contractors.

Reasons for Proposed Decision:

The council house build programme is growing and in order to meet the targets set out as a part of the business plan and local plan, we need flexibility within our tendering process to ensure best value across the programme.

Other Options for Action:

There are no other options for action.

Report

Officers contacted Camerons Consultancy to discuss the terms of the framework agreement of which we are party to. It was confirmed that the schedule of amendments for FAC-1 states that clause 5.7 is not used and therefore, there is no exclusivity granted and EFDC has no obligation to use the agreement. As such EFDC can obtain membership for other frameworks.

As an organisation we have declared a climate emergency, as such we have committed to being carbon neutral by 2030 and have been exploring our options for this which include building to passivhaus standards. In order to implement this we need to be open to modern methods of construction (MMC). In line with our carbon neutral approach, we need to be able to work with consultants and contractors with the relevant experience in these areas to ensure we achieve our goals for the district. Such schemes such as passivhaus house are expensive and to achieve best value and gain efficiencies, officers need to work with contractors who have specialisms in these areas.

Previous council house building projects have raised some challenges particularly in relation to our architects, sub-contractors and costs. Officers have met with our employers agent and it has been agreed that the sub-contractors used in previous phases in relation to drainage, foundations and structural works will not be used as a part of the works carried out in phase 5 and beyond. However, accessing the national Framework Partnership will give us further opportunity to drive up standards and increase efficiencies.

We are confident that this change will have a positive impact on our sites going forward, ensuring that we are able to deliver our schemes on time and in budget. This is because previous delays and overspends occurred when drainage and structural drawing changes have had to be made, causing delays to progress on site and the need to increase budget provision. Using the National Framework Partnership, will give us the flexibility and access to a wider choice of contractors enabling officers to appoint a range of specialists which include clerk of works, EAs, contractors, architects, MMC, valuers, Fire safety specialists which have specific experience in Council House Building.

Conclusion

Officers are committed to ensuring that we deliver schemes that firstly meet the needs of our residents but also achieve our service business goals, which include delivering on time, in budget and providing the highest quality units. To deliver this we will need to be flexible in our approach to working with consultants and contractors going forward.

Using the National Framework Partnership is based on access fees which are calculated on the total cost of the development contract sum. As such these fees will be incorporated in our early feasibility studies to ensure affordability and good value.

Financial Reporting

Financial costs for joining are based on the development contract sum.

Resource Implications:

None applicable

Legal and Governance Implications:

Checks carried out on our current framework based on legal implications of tendering outside of the Alliance Framework agreement, have proved that there are none.

Safer, Cleaner and Greener Implications:

The continued delivery of the council house development programme will help address the climate emergency acknowledged by EFDC and commitment to being carbon neutral by 2030,

reducing the impact of our homes on the environment, while reducing energy costs for residents.

Consultation Undertaken:

Interdepartmental involvement has and will continue to be engaged.

Background Papers:

None applicable

Risk Management:

The Risks associated with the delivery of the current programme are 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.

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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: Rochelle Hoyte Tel: **01992 564221** Email: **rhoyte@eppingforestdc.gov.uk**

Date of completing the assessment: 31/05/2021

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? No
2.2	Describe the main aims, objectives and purpose of the policy (or decision): N/A What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)? N/A
2.3	Does or will the policy or decision affect: <ul style="list-style-type: none">• service users• employees• the wider community or groups of people, particularly where there are areas of known inequalities? No Will the policy or decision influence how organisations operate? No
2.4	Will the policy or decision involve substantial changes in resources? No
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? No

Section 3: Evidence/data about the user population and consultation¹

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? This report is for information only.
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: N/A

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	Neutral – the paper is for information only and will not impact on any groups	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 ' YES ', use the action plan at Section 6 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: Rochelle Hoyte

Date: 31/05/2021

Signature of person completing the EqlA: Rochelle Hoyte

Date: 31/05/2021

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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