

Committee Agenda



**Epping Forest
District Council**

Council Housebuilding Cabinet Committee Monday, 13th December, 2021

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

Council Chamber - Civic Offices
on **Monday, 13th December, 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.

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

Therefore by 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 28 September 2021 as attached.

6. COUNCIL HOUSE BUILDING PROGRESS REPORT - PHASES 4-5 (Pages 11 - 90)

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 4 to 5.

7. ANY OTHER BUSINESS

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

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

8. EXCLUSION OF PUBLIC AND PRESS

Exclusion

To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

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.

This page is intentionally left blank

EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee:	Council Housebuilding Cabinet Committee	Date:	Tuesday, 28 September 2021
Place:	Council Chamber, Civic Offices, High Street, Epping	Time:	7.00 - 7.19pm
Members Present:	H Whitbread (Chairman), A Patel and J Philip		
Other Councillors:	D Wixley		
Apologies:	N Avey and N Bedford		
Officers Present:	R Hoyte (Service Manager - Housing Development), J Leither (Democratic Services Officer), N Cole (Corporate Communications Officer) and R Moreton (Corporate Communications Officer)		

10. 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.

11. SUBSTITUTE MEMBERS

The Cabinet Committee noted that there were no substitute members present at the meeting.

12. DECLARATIONS OF INTEREST

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

13. MINUTES

Resolved:

- (1) That the minutes of the Council Housebuilding Cabinet Committee held on the 14 June 2021 be taken as read and signed by the Chairman as a correct record.

14. COUNCIL HOUSE BUILDING PROGRESS REPORT - PHASES 3 - 5

Rochelle Hoyte, Service Manager, Housing Development presented a report to the Cabinet Committee and recommended that the Council House Building Progress Report - Phases 3 to 5 be noted. She advised that the report set out the progress that had been made across Phases 3 to 5 of the Council House Building Programme and that they were either completed, on-site or were currently being procured.

The report was as set out in the Agenda on pages 15-88. There was an update to the report which had arisen since the agenda had been published:

Phase 4.3

Woollard Street, Waltham Abbey

The report stated that: 'Woollard Street start on site was expected September 2021 following contract signing, however this was now delayed due to pre-start planning conditions for landscape and materials. Rear access options under review, alternative options being agreed and costs to be confirmed which are expected to be circa £50-60k. Start on site now potentially December 2021 – January 2022.'

She confirmed that the alternative arrangements had now been agreed and the costs had been confirmed at £41k which was considerably less than the expected cost of £50-60k. The drawing and plans for this site were now being detailed.

Financial Reporting

The Service Director for Housing Services, Deborah Fenton had met with the Council's Finance department concerning the HRA Business Plan and would be meeting with the Portfolio Holder to discuss, in the next couple of weeks.

Councillor Wixley asked if Service Manager could give some more information on the Homes England audit with regard to the Kirby Close site in Loughton.

R Hoyte advised that Homes England were governed by the Government body who provide funding for housing, therefore the Phase 4.2 sites were awarded grant funding of around £1.7m, grant funding meant that the Council did not have to pay anything back to Homes England. Throughout this process, Homes England would inspect and review, at random, some of the different schemes that had been awarded grant funding and Kirby Close was chosen as one of the schemes that they would inspect. The inspection and audit of Kirby Close had taken place and there were two queries that they asked for a response to, we were now waiting for Homes England to come back and give the result of the audit. Once received I will share with the Portfolio Holder to pass the information on.

Councillor A Patel referred to page 33 of the agenda, Key Dates Milestones Summary and asked about the last column headed, Comments – Change Since Last Report where it stated 'Progress slow due to resource availability' and advised that at the last meeting he had suggested that the Council could consider having a storage depot to store the materials so that it wouldn't impinge upon the delivery of the sites and asked where we were with that suggestion as this was going to be an ongoing concern specifically over the next two to three years. He then went on to ask if the contractors were confident that they would be able to deliver on these revised dates.

R Hoyte informed the Cabinet Committee that there wasn't an industry shortage of materials or labour and advised that she had recently had a meeting with the contractors on Phase 4.1 who informed her that the trade issues were all around being able to get plumbers, plasterers and carpenters. The contractors were working with agencies to source the required staff and the issues they were coming up against was that there was either no availability of those trades or they do not have the required high standard of workmanship that the Council required to maintain the quality. With regards to materials there was one problem that the contractors are unable to source ridge tiles and were therefore looking as finding an alternative

replacement that was available so that the schemes would not be delayed any further.

Regarding the delivery dates of the schemes, as things currently stand, the revised dates are what the contractors are working to and some of the sites have come forwards by a couple of weeks. This whole situation was being monitored weekly within the progress meetings.

Councillor A Patel asked the Service Manager if these delays would affect the Council's bonus in meeting those targets as the Council were supposed to be delivering an amount of homes every year.

R Hoyte advised that everything that has currently slipped was still within the delivery time frame for the financial year so would still be achieved. Homes England are fully aware of the industry problems, so in terms of Phase 4.2 where there was grant funding, any dates that slip beyond the dates that the Council have to commit to for Homes England they are working on a plan to allow for slippage time to account for the fact that this was an industry problem with the supply of materials and trade. We will wait to hear from Homes England for what those dates look like.

Councillor A Patel asked if the delays and shortage of material would impact on the overall costing and were the Council still going to be within the agreed budgets.

R Hoyte advised that presently there hadn't been any cost implications as a result of the material issues any alternatives that were being looked at were not over the amounts that had already been agreed as part of the budget. Phase 4.2 was £127k under budget and Phase 4.1 was £17k under budget at this time.

Councillor J Philip queried recommendation 2:

'To agree that new development names where required between reporting periods can be agreed through the portfolio holder as and when needed.'

He stated that as we had the planning schedule for when handover should be delivered decisions around the new development names because its required between reporting periods, surely we should be sufficiently organised that we could make those decisions before the handover dates and bring it to the Cabinet Committee as normal.

R Hoyte advised that there was only one outstanding for confirmation on a name was Pick Hill which was currently being discussed at present and was currently with the street name and numbering department for them to confirm. The plan was that the names would still be brought to the Cabinet Committee presently every development has a name besides Pick Hill and the timing has worked out where it had landed in between the meetings as we have just started the application process, which had been discussed with the Portfolio Holder but we do not have an answer on the application as yet.

The Chairman advised that the Pick Hill development was going to be named after former Councillor Syd Stavrou but we are awaiting permission from her family and that was part of the delay with that process.

I would also just like to add that the Cabinet are going on tour in November around all of the different Council sites and looking at some of the developments that the Council are moving forward.

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 House Building Cabinet Committee; and
- (2) That members considered and agreed that new development names, where required between reporting periods, could be agreed through the Portfolio Holder as and when needed.

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 the progress and expenditure concerning the Council House Building Programme. The report sets out the progress made since reported at the last meeting on the 14 June 2021.

Other Options Considered and Rejected:

The report was on the progress made since last reported on 14 June 2021 and was for noting purposes only. There were no other options for action.

15. PARKING - NEW DEVELOPMENTS AND HOUSING ESTATES

The Chairman advised that parking was always a contentious issue when delivering new developments and she had been particularly conscious of the Council's responsibilities within the Local Plan.

Rochelle Hoyte, Service Manager, Housing Development presented a report to the Cabinet Committee and advised that there were no updates to the report on pages 89-100 of the agenda and recommended that members of the Cabinet Committee considered and agreed approval for parking requirements to be determined on a case to case basis.

The report had come about by the way the Council had tried to manage parking within existing estates and thinking about parking in the new developments going forward. There were issues with the Local Plan in terms of how the Council manage parking and how much parking was to be provided for the new developments. Every site was different so the need for a blanket approach was not the way forward.

Councillor A Patel stated that he was seeking reassurance that where there were bungalow sites would there be allocated parking for those bungalows because the likelihood was that the bungalow would have a disabled person residing there.

R Hoyte stated that all bungalow sites or bungalow units on development sites would have allocated parking, part of the problem had been within the Estates and Land team actually allocating parking spaces for residents had been something that wasn't on the plan before. She advised that she had highlighted this problem in the report on page 89-90.

Councillor A Patel asked if there was a policy or a clause set for the number of electrical charging points per development or dwelling.

R Hoyte stated that the Council did not have an electrical charge point policy per se, but as part of becoming more carbon neutral, the Council were looking at, within our

developments, of putting in the infrastructure and the electrical charging parking points. Discussions were presently taking place around how that was charged back and how they would operate and from what company. It was discussed and agreed that the infrastructure for charging points would always be installed on new developments and at a later date, if it was required, the installation of the charging points could be added.

Councillor J Philip advised that the Council did have a policy on electrical charging points for new development which was very clearly set out in the Local Plan. As we go through planning that should be a condition on all planning permissions issued.

He stated that we had to make sure when we are doing things in our housing estates that we don't overly favour people more than we would a non-housing residents. When you buy a house and there was a space outside on the road that the space does not belong to you, anyone can park there and we have to be careful that we don't overrule and give particular preference to some. When people need a space from an ability point of view that makes complete sense, we just need to make sure that we get a good balance.

The Chairman asked if there was any funding that the Council could access particularly looking at more carbon neutral developments in terms of providing the electrical charging spaces.

R Hoyte advised that there was a Sustainability team that was quite new to the Epping structure and they were looking at the different types of grants that were available and we are waiting for the to filter through to us to ask what we can and cannot apply for and how we could use these grants in our new developments.

The Chairman highlighted that parking on grass verges and the damage this was doing to the verges was becoming an issue all over the district. She asked if officers could look in more depth around the protection of grass verges and also where necessary, potentially using the space as appropriate for parking. She advised that she would discuss this with the officers offline.

Decision:

- (1) That members considered and agreed approval for parking requirements to be determined on a case by case basis for new developments as well as Housing estates parking management.

Reasons for Proposed Decision:

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

Other Options Considered and Rejected:

There were no other options considered for action.

16. ANY OTHER BUSINESS

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

17. EXCLUSION OF PUBLIC AND PRESS

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

CHAIRMAN

Report to the Council Housebuilding Cabinet Committee



**Epping Forest
District Council**

Report reference: CHB-006-2021/22
Date of meeting: 13 December 2021

Portfolio: Housing Services – Councillor H Whitbread
Subject: Council House Building Progress Report Phase 4-5
Responsible Officer: Rochelle Hoyte (01992 562054)
Democratic Services: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

That the contents of this Progress Report on Phases 4 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.

No recommendations – paper is for update and noting only.

Executive Summary:

The report set's out the progress that has been made across phases 4 to 5 of the Housebuilding programme that are either completed, on-site and are currently being procured. Phase 4, Package 4.1 - 16 units - have been contracted and all on site. Handovers for 4.1 have slipped and are now scheduled to be between January and February 2022, Pick Hill remaining in March 22. Package 4.2 - 22 units all are on site, handover dates for these are between Feb and March 22. Package 4.3 – 15 units – contract is now signed, start on site was expected September 21 but as last reported due to planning condition approval slipping is now due to start on site the end of January 2022. has been delayed pending planning condition approval. Pentlow Way remains delayed due to the sub – station. Package 4.4 - 24 units – Still awaiting determination by planning, committee date for these is due in Feb 2022 Package 4.5 – 2 units – is also still awaiting determination by planning, these are chased regularly.

I am pleased to be able to report that I have been able to secure floor coverings for all units within phases 4.1 and 4.2 and this is something that I intend to be carried through as a part of a gifted item to new residents. Recognising that we are providing homes particularly for those not able to afford on the open market, floor coverings are a large expense in a new home. This fits in with our vision of creating great places where people want to live. As a gifted item the floor coverings will not be covered by any defects period or repair programme. All costs have been achievable through our contingency's and s106 contributions available.

Appendix 1 Phase 4 management report no.26 details scheme budgets for each scheme as requested. It is pleasing to see that all schemes are within budget and where variations have taken us above this we are able to cover this through the use of our s106 contributions.

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 for update and noting purposes only. There are no other options for action.

Report:

Phase 4

(Please see **Appendix 1. Phase 4 Management report No 26** dated September 2021).

1. Phase 4.1 – Contracted with TSG Ltd

SOS. - Weeks - Handover

Revised handover dates are expected by the 6th December, as some forecasted dates since last reporting have slipped. EOT requests on some schemes from the contractor is still to be reviewed and agreed following meeting on the 30th November.

Chequers Road (A), Loughton	: HR 124	3 x 3B units	31/07/20	56	Jan 22
Bushfields, Loughton	: HR 122	2 x 2B units	13/07/20	56	TBA
Chester Road, Loughton	: HR 130	3 x 2B units	07/09/20	56	24/01/22
Queensway, Ongar	: HR 140	4 x 1B units	02/11/20	53	Jan 22
Millfield, Ongar	: HR 138	2 x 1B units	30/11/20	53	31/01/22
Pick Hill, Waltham Abbey	: HR 145	2 x 3B units	15/03/21	53	14/03/22
Totalling		16 units			

2. Chequers Road (A), Loughton

Since last reporting Essex Highways have approved the alternative foul drainage connection. TSG will further co-ordinate these works in line with the programme. No further variation orders have been sought since last reporting.

Revised practical completion date to be agreed as above for Jan 2022

3. Bushfields, Loughton

All variation costs agreed and instructed. Works have been severely delayed due to a roof leak which has now been rectified, works are now being scheduled to start on the internals in the coming days.

Revised practical completion date to be agreed.

4. Chester Road, Loughton

No further variation orders requested in the last period. Works are progressing on site with a revised handover date of the 24th Jan 2022.

5. Queensway, Ongar

We are coming towards the final works on this site, due to some delays with materials and trade handover is now expected in Jan 2022, date to be confirmed.

6. Millfield, Ongar

Works continue on site and no further variation orders have been raised. Revised practical completion date now 31/01/22

7. Pick Hill, Waltham Abbey HR145: 2 x units

Works are progressing on site; postal addresses are to be confirmed but the options have been discussed with the portfolio holder. Confirmation of this is now critical.

The practical completion date remains unchanged, expected March 2022.

8. Phase 4.2 – Contracted with Indecon Ltd

Since the last report no handover dates have been changed except for Beechfield walk which is now expected a week earlier.

			SOS	Handover
Hornbeam Close (B) Buckhurst Hill:	HR 136	3 x units	25/01/21	21/03/22
Hornbeam House , Buckhurst Hill:	HR 137	2 x units	25/01/21	11/02/22
Bourne House , Buckhurst Hill:	HR 135	2 x units	25/01/21	25/02/22
Etheridge Road , Debden:	HR 127	3 x units	11/01/21	19/04/22
Denny Avenue , Waltham Abbey:	HR 144	3 x units	11/01/21	29/03/22
Beechfield Walk , Waltham Abbey:	HR 147	5 x units	11/01/21	8/02/22
Kirby Close , Loughton:	HR 120	4 x units	11/01/21	29/03/22
Total		22 units		

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

Works are progressing on site, variation costs were received with valuations, all are currently within the contingency, most agreed and instructions are being issued.

10. Hornbeam House, Buckhurst Hill: HR 137 2 x units

Works are continuing on site all variation costs agreed and instructions issued. Costs remain within the contingency.

11. Bourne House, Buckhurst Hill: HR 135 2 x units

Works continue on site; variation costs reviewed and are within contingency amounts.

12. Etheridge Road, Debden: HR 127 3 x units

Works continue on site, all variations received as a part of the recent valuation and are within the contingency budget. All have been agreed and confirmation of instructions have been issued.

Completion date remains the same since last reported and is closely monitored due to Homes England Funding. A meeting is being held with Homes England on the 16th December to discuss industry wide problems with delays and options available for delayed schemes. An update will be provided for our next meeting.

13. Denny Avenue, Waltham Abbey: HR 144 3 x units

Works are continuing on site; all variations and break downs confirmed and remain within contingency amounts.

Practical completion date remains unchanged since last reporting

14. Beechfield Walk, Waltham Abbey: HR 147 5 x units

Works are progressing on site; All variation cost break downs have been received and agreed, instructions have since been issued. All remain within the contingency figure.

The practical completion has changed slightly and is now expected a week earlier.

15. Kirby Close, Loughton: HR 120 4 x units

Works are progressing, delays are noted due to material supply and labour. Boundary works to a neighbouring property are now confirmed and agreed by all parties. All variation costs agreed, and instructions issued. All remain within the contingency.

We are still awaiting confirmation from Homes England on our result following the audit back in June, we are chasing this currently and hope to have a result to share for our next meeting.

No change to the completion date since last reporting.

16. 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 signed.

UKPN revised costs agreed and instructed. Site layouts are to be reviewed. Some finer details on bins to be finalised and site inspection of rear garages to be updated on.

Prestart planning conditions expected to be determined March 2022. Start on site still anticipated for June 2022.

Woollard street start on site expected early Feb 2022, exact date to be confirmed. Conditions have been validated by planners. Rear access options have been confirmed and instructions issued.

17. Phase 4.4 - Comprising: -

Ladyfields , Loughton:	16 x units
Chequers Road (B) , Loughton:	8 x units
Lower Alderton Hall Lane , Loughton:	2 x units
Thatchers Close , Loughton:	1 x unit
Stonysotts , 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 have been chased and advice remains that they are continuing to work through the schemes affected by this, no revised dates given for determination.

Lower Alderton Hall Drive and Thatchers Close, Loughton

Both these sites are still awaiting planning consent and have been delayed by the Local Plan and SAC issues – determination date for Lower Alderton Hall expected Feb 2022. Thatchers Close is to be further discussed.

Stonysotts, Waltham Abbey

Update on position to be confirmed.

Whitehills Road, Loughton

Whitehill is awaiting planning consent which is expected by March 22. Once planning approval is confirmed a decision is to be confirmed on whether the site it is to go to auction.

Phase 5

18. Since last reporting we are continuing to work with our architects on design stages for the proposed developments. Internal meetings have also been had with other departments for comments as a part of our revised consultation process, this is particularly important to consider past schemes learning lessons and improvements for the future. There is further design meeting with the architects in December, this meeting will provide us with an update on the design stages for all schemes and I will therefore in the new year be able to further continue consultations with Councillors on relevant schemes.

Conclusion

Works are continually being monitored on our schemes within phase 4 as we are approaching our handover stages, in particular on 4.2 where we have Homes England funding. Further consultations with Cllrs will be arranged once design proposals have been updated for Phase 5 schemes.

Our s106 and nominations agreement has been agreed and circulation of the nomination's agreements are to be done in the new year. This will allow for s106 schemes to progress and will allow us to achieve further affordable homes for our community.

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. Local councillors are being consulted on phase 5 proposed schemes as they progress.

Background Papers:

The Phase 4 management report no.26 (Appendix 1)

Risk Management:

The Risks associated with the delivery of the current housing development 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.

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: 1/12/2021

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

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: 1/12/2021

Signature of person completing the EqlA: Rochelle Hoyte

Date: 1/12/2021

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.

This page is intentionally left blank

Management Report No. 26

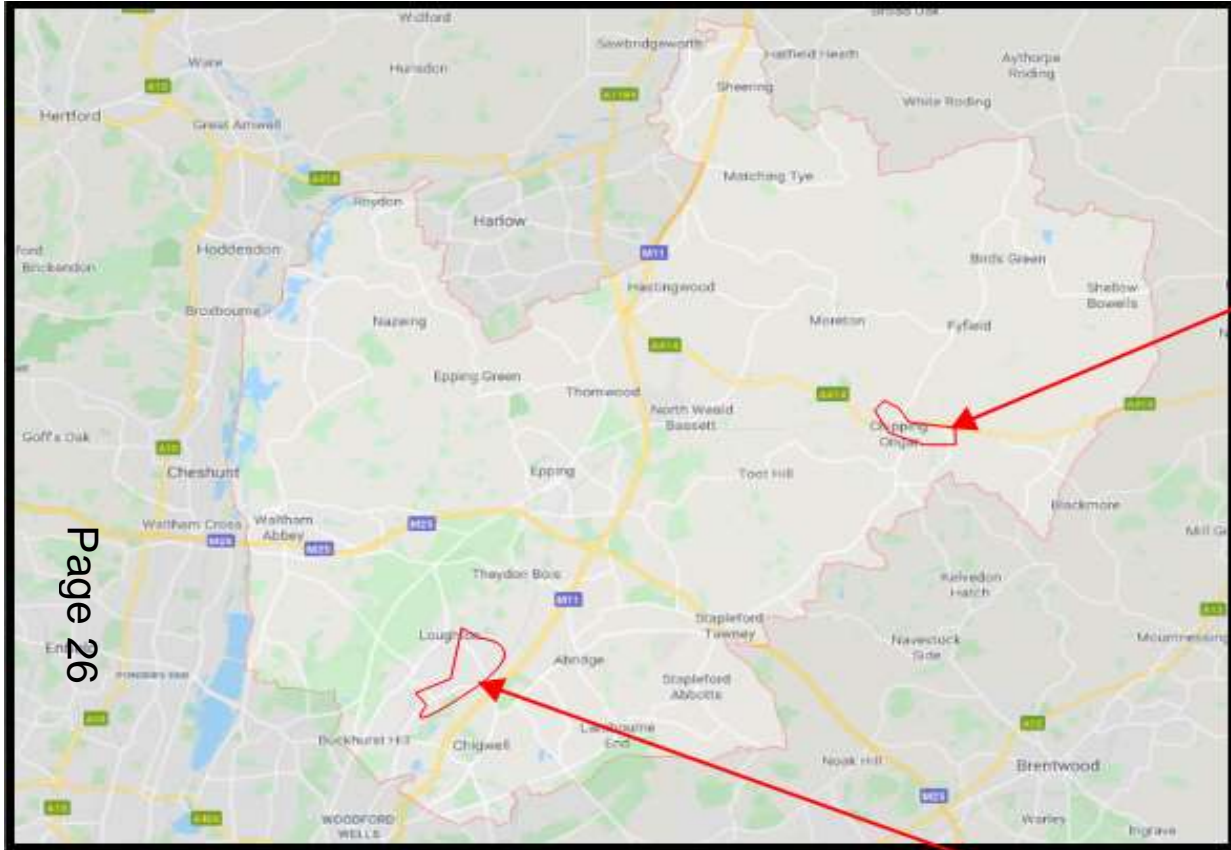
EFDC Building Programme (Phase 4 Sites)

11 November 2021

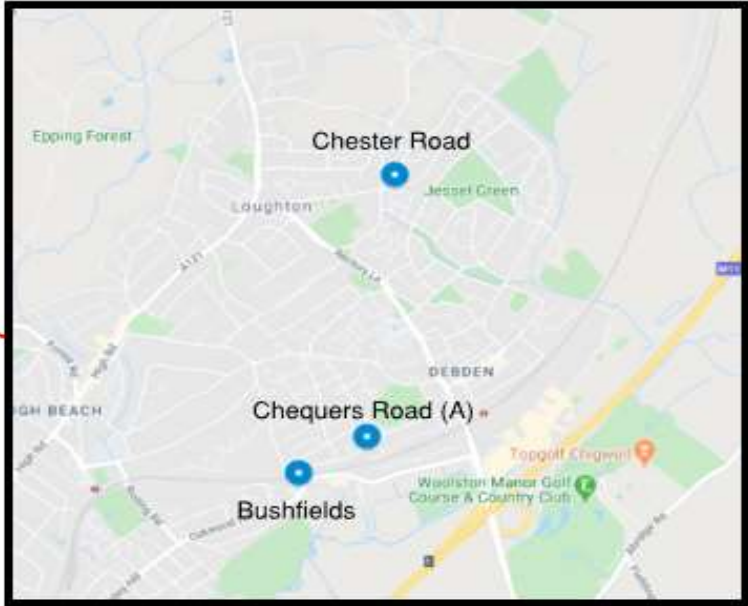
Updated during meeting - na

Figures updated 11/11/21

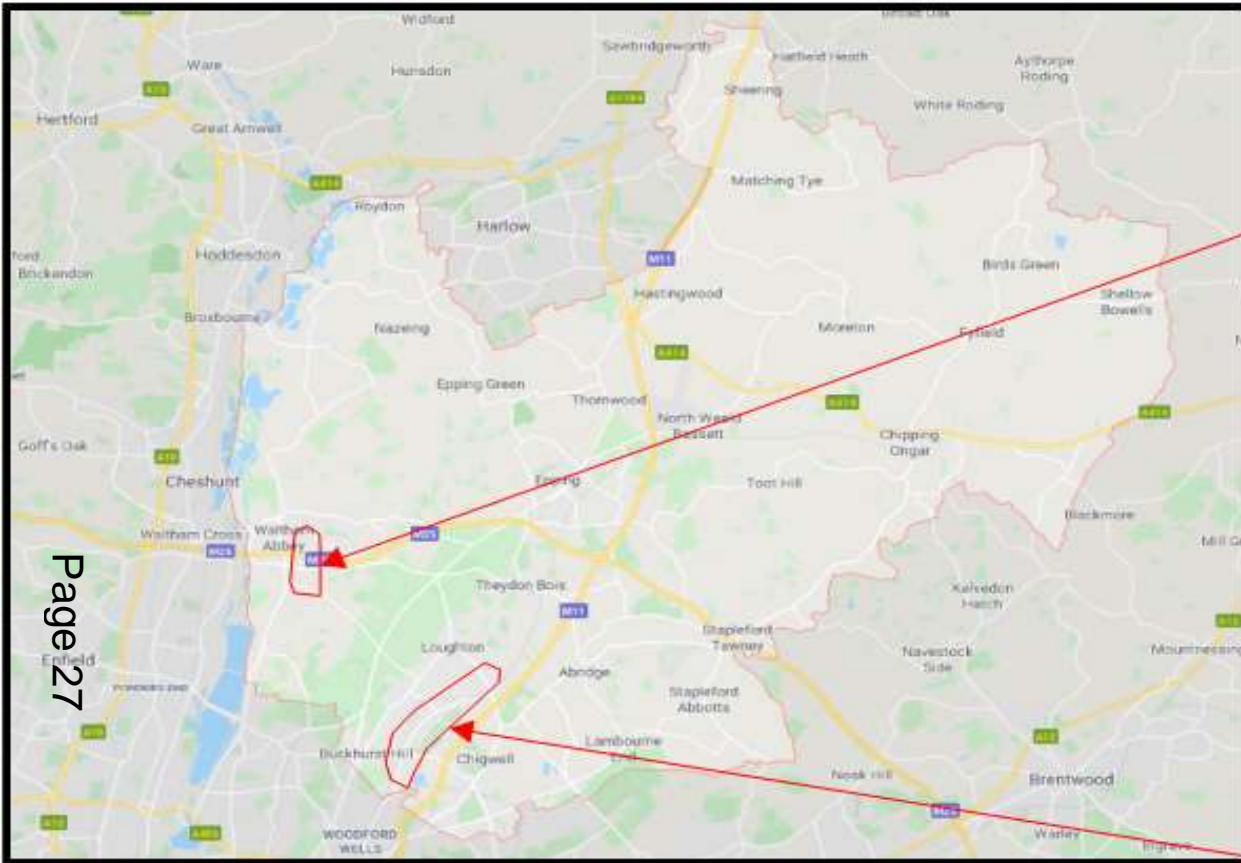
AIREMILLER



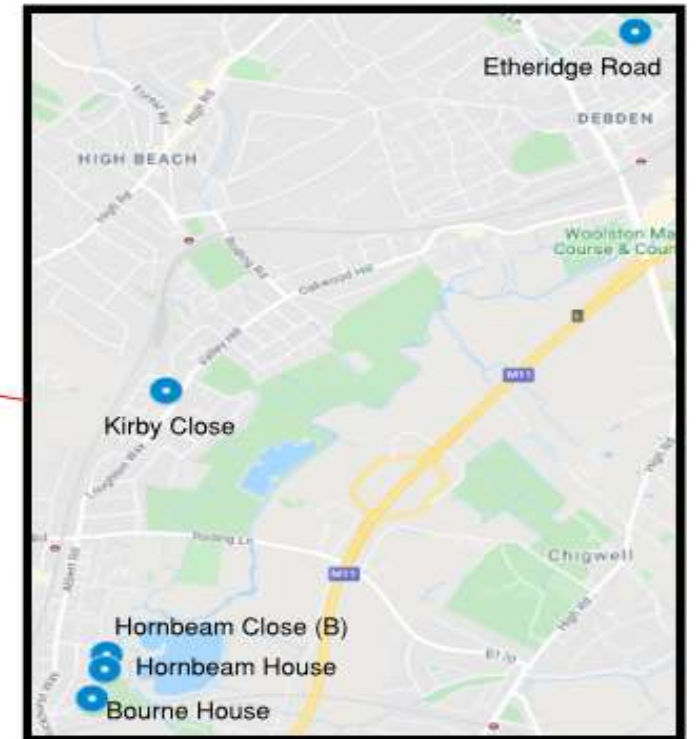
Page 26



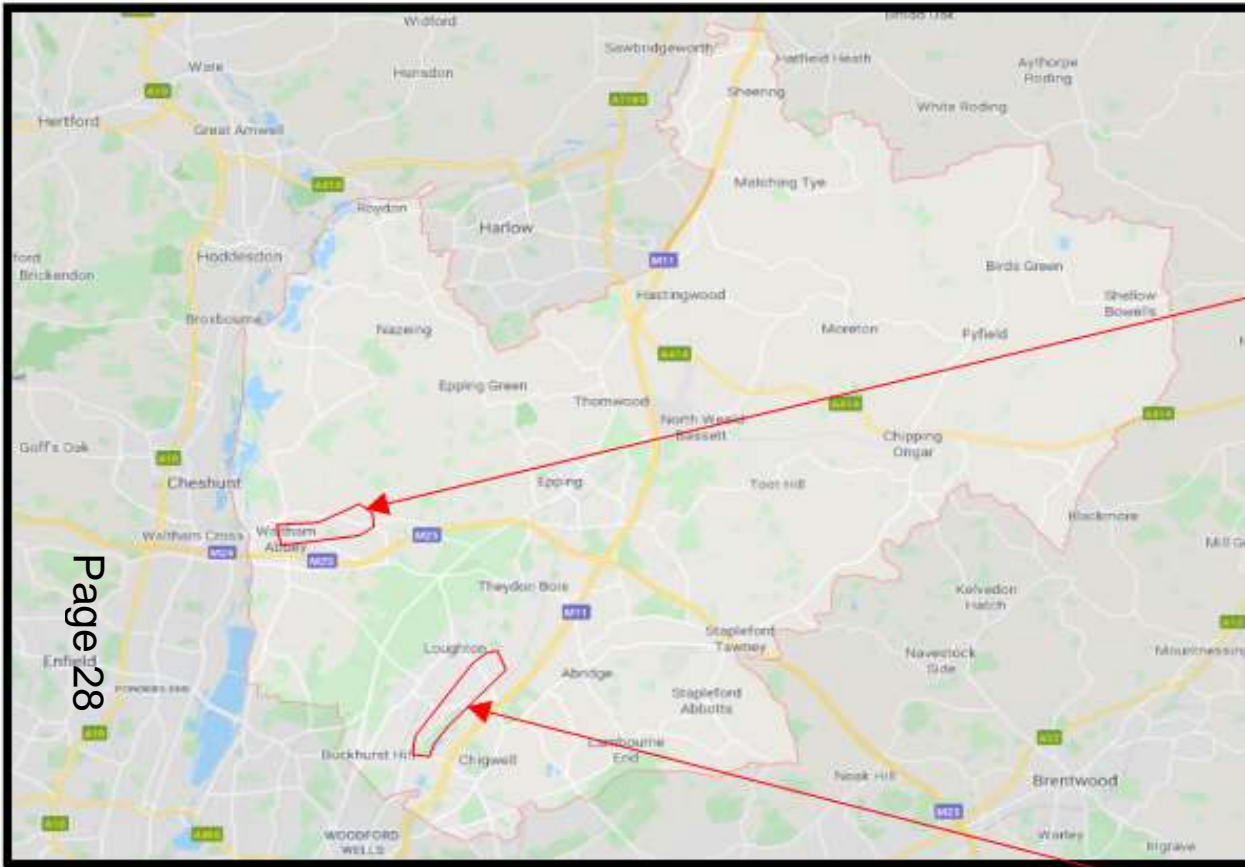
PHASE 4.1 SITES



Page 27



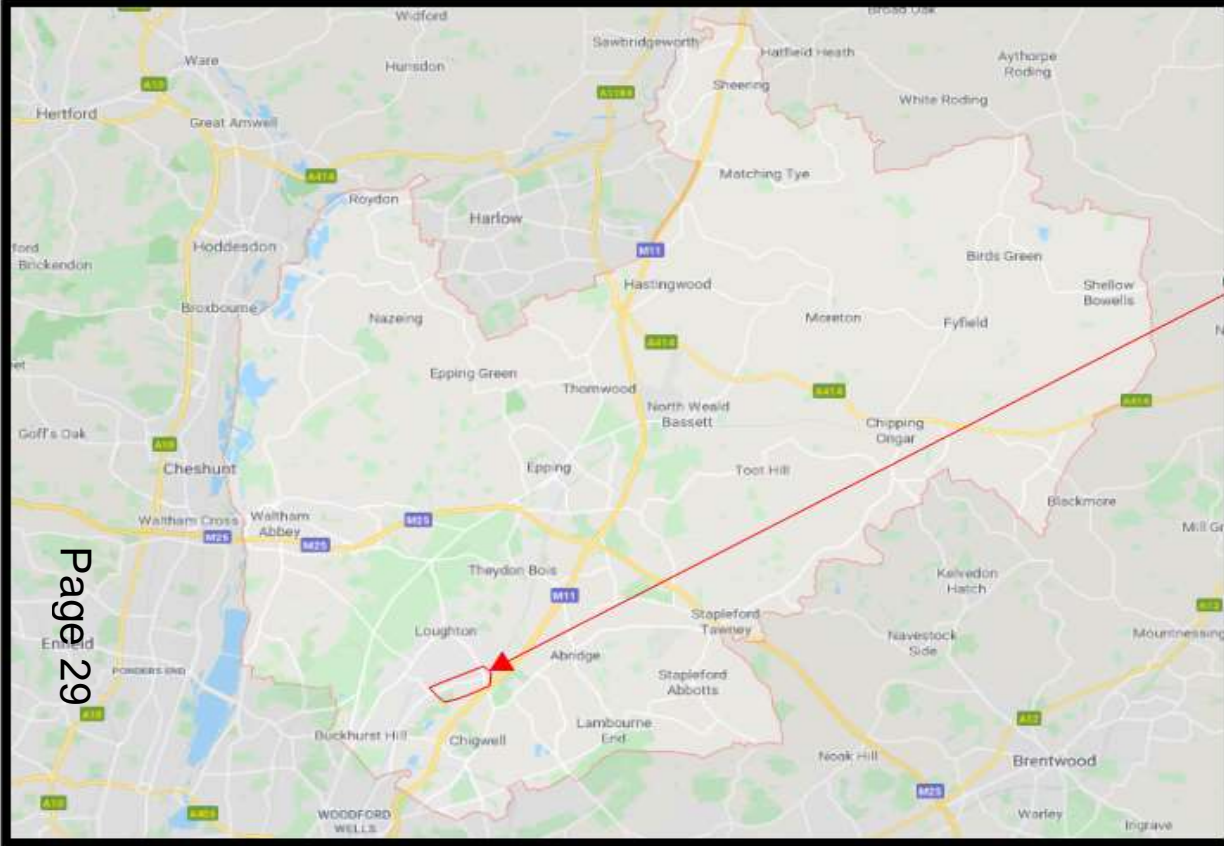
PHASE 4.2 SITES



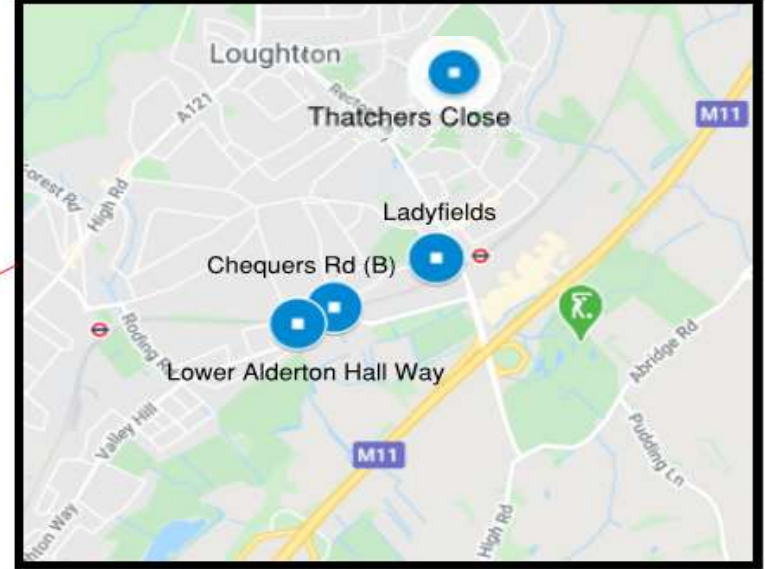
Page 28



PHASE 4.3 & 4.4 SITES



Page 29



PHASE 4.4 & 4.5 SITES

Contents

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

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

Programme Summary

Programme Summary - Mix & No. of Homes

Sites / Codes			Units	RIBA G/W	NIA	GIA	Flats			Houses			Total	Comments - Change Since Last Report
							1b	2b	3b	1b	2b	3b		
Chequers Road Site A (Loughton)	4.1	HR124	3	4	292	302						3	3	
Bushfields (Loughton)	4.1	HR122	2	4	159	162					2		2	
Chester Road (Loughton)	4.1	HR130	3	4	250	263					3		3	
Queensway (Ongar)	4.1	HR140	4	4	200	205				4			4	
Millfield (Ongar)	4.1	HR138	2	4	100	102				2			2	
Pick Hill (Waltham Abbey)	4.1	HR145	2	3	193	201						2	2	
Hornbeam Close Site B (Buckhurst Hill)	4.2	HR136	3	4	118	303						3	3	
Hornbeam House (Buckhurst Hill)	4.2	HR137	2	4	211	163					2		2	
Bourne House (Buckhurst Hill)	4.2	HR135	2	4	142	201						2	2	
Etheridge Road (Debden)	4.2	HR127	3	4	188	261					1	2	3	
Denny Avenue (Waltham Abbey)	4.2	HR144	3	4	198	284					1	2	3	
Beechfield Walk (Waltham Abbey)	4.2	HR142	5	4	284	418					5		5	
Kirby Close (Loughton)	4.2	HR120	4	4	258	373					4		4	
Pentlow Way (Buckhurst Hill)	4.3	HR139	7	4	387	488	6	1					7	
Woollard Street (Waltham Abbey)	4.3	HR149	8	4	438	575	7	1					8	
Chequers Road Site B (Loughton)	4.4	HR123	8	2	520	665	4	4					8	
Ladyfields (Loughton)	4.4	HR125	16	2	990	1,168	12				2	2	16	
Lower Alderton Hall Lane (Loughton)	4.5	HR121	2	4	TBC	TBC				2			2	
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	£777,037	£75,567	£852,604	Some variations in process of being agreed.
Bushfields (Loughton)	4.1 HP122	2	tbc	£556,697	£614,054	£57,357	£588,444	£32,941	£621,385	Some variations in process of being agreed.
Chester Road (Loughton)	4.1 HR130	3	tbc	£718,238	£763,319	£45,081	£747,395	£104,213	£851,608	Some variations in process of being agreed.
Queensway (Ongar)	4.1 HR140	4	tbc	£1,120,361	£890,492	-£229,869	£871,309	£39,505	£910,814	Some variations in process of being agreed.
Millfield (Ongar)	4.1 HR138	2	tbc	£351,024	£487,197	£136,173	£501,616	£62,303	£563,919	Some variations in process of being agreed.
Pick Hill (Waltham Abbey)	4.1 HR145	2	tbc	£625,415	£738,613	£113,198	£738,613	£49,011	£787,624	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	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	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	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	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	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	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	Variations in process of being agreed.
Pentlow Way (Buckhurst Hill)	4.3 HR139	7	tbc	£1,588,896	£1,774,637	£185,741	£1,950,504	£0	£1,950,504	Contract issued
Woollard Street (Waltham Abbey)	4.3 HR149	8	tbc	£1,399,539	£1,556,187	£156,648	£1,662,008	£0	£1,662,008	Contract issued
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 updated incl Passivhaus and landscaping
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	£14,231,445	£363,540	£21,661,499	

CHB Overall Cashflow - 6 Month Overview

Date: 11/11/21

Scheme: Epping Phase 4.1 - 4.4

Summary - Overall Cashflow - Excluding Single Unit Sites

Summary - Overall Cashflow	Contract Total	Total Invoiced	Total Remaining	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Phase 4.1 - 4.4	£ 25,315,031	£ 9,736,695	£ 15,578,337	£ 895,575	£ 1,031,486	£ 849,377	£ 691,700	£ 662,147	£ 331,352

Page 34

Key Dates Milestones Summary

Phase 4.1 completion dates at risk - confirmation required from TSG
Phase 4.2 completion dates being monitored.
Phase 4.3 Woollard start pending planning condition discharge
Phase 4.4 Planning committee dates not known and all dates are pending this.

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	08/12/21	Progress slow due to resource availability.
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	TBA	Roof leak delayed progress.
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	24/01/22	Progress slow due to resource availability.
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	08/12/21	Progress slow due to resource availability.
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	31/1/222	Progress slow due to resource availability.
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	Progress slow due to resource availability.
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	21/03/22	On site, material availability causing issues.
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	11/02/22	
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	25/02/22	
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	08/02/21	19/04/22	
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	08/02/21	29/03/22	
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	08/02/21	08/02/22	
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	08/02/21	29/03/22	
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	June 22	June 23	Contract signed
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	Feb 22	Feb 23	Contract signed, start pending planning condition approval
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 23	Jan 24	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	Jan23	Jan 24	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 23	Jan 24	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)

- Contract completion date 27/8/21 - Certificate of Non Completion Issued
- Latest planned comp date was 17/9/21 - TSG have stated a revised completion date of 26/11/21 and applied for an EOT to 24/11/21 for which additional detail has been requested.
- Foul drainage alternative connection to 12A agreed with TW, highways approval received - TSG to co-ordinate works with surface water connection
- cash flow for 4.1 sites behind expected, updated version requested for latest completion dates
- NMA now approved
- ground floor wcs to have shower fitted
- Completion date notified as 19/11/21 EOT applied to 12/11/21. Actual date now 8/12/21 but at risk.
- EOT meeting scheduled.

Change Control Since Last Meeting

- carpets have been added

There will be a general adjustment of Professional Fees on final account which will need to be added onto the Cash Flow figures.

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	£777,037.00	£75,567.00

- 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: 05/02/2016
 Planning Expiry: 06/02/2019
 Enacted (Y/N): Yes
 Start on Site: 31/07/2020
 Completion: 08/12/2021

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	£36,212	£26,507	£0	Remaining includes VFP fees to 2023
2	ECOA 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	£852,604	£852,604	£745,467	£107,138	£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	£3,024	£534	£0	
			£998,867	£998,867	£864,289	£134,579	£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	2		EFDC / AML	1	2	2	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	10	Covid delays progressa	EFDC / AML	2	5	10	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	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
- proposed completion was 17/9/21 - TSG have stated a revised completion date of 12/11/21 and applied for an EOT to 30/11/21
- roof is leaking through mansafe fixing - Langley have provided a repair system with 25 year warranty retained. This is severely impacting on progress and the completion date is unconfirmed at this stage.
- EOT meeting scheduled

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	£588,444.00	£32,941.00

- 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:	TBA

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	£17,232	£1,032	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£49,388	£49,388	£49,017	£371	£0	
3	(Surplus Total)	E120	£16,268	£16,268	£16,268	£0	£0	
4	Build Cost	E040	£621,385	£621,385	£482,448	£138,936	£0	
5	(Contingency)	E040	£17,689	£17,689	£0	£17,688	£0	
6	CoW	E180	£3,470	£3,470	£3,024	£435	£0	
			£726,466	£726,466	£567,989	£158,462	£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	12		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 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 2020 - Planners indicated project not started within timescales. However instructed to continue

Forthcoming Actions (Month)

- Confirm status of planning NMA
- contract completion date agreed at 13/9/21
- completion date 10/9/21 **extended to 8/12/21 EOT requested to 2/12/21**
- **completion date now 24/1/22**
- **EOT meeting scheduled.**

Change Control Since Last Meeting

Financial

Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£718,238.00	£763,318.97	£45,080.97	£747,395.00	£104,213.20

- 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: 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: 07/09/2020
 Completion: 24/01/2022

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	£20,990	£2,014	£0	
2	ECDA, 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	£851,608	£851,608	£598,961	£252,647	£0	
5	(Contingency)	E040	£0	£0	£0	£0	£0	Contingency adjusted from discussion with JC Contingency now exceeded.
6	CoW	E180	£3,456	£3,456	£2,876	£579	£0	
			£952,024	£952,024	£696,411	£255,611	£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	12		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 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 Pyrls Green Only	Confirmation of Notices served and remaining awards confirmed 28.10.19
Flood Risk	6	Flood risk assessment Potential increase of FFL by 300mm	EFDC	3	2	6	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

Forthcoming Actions (Month)

- contract completion date agreed at 22/11/21
- planned completion date 8/10/21 has been extended to 8/12/21 EOT has been withdrawn.
- completion date confirmed as 8/12/21 but at risk

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	£871,309.00	£39,505.00

- 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:	08/12/2021

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	£25,552	£1,793	£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	£910,814	£910,814	£693,889	£216,925	£0	
5	(Contingency)	E040	£24,480	£24,480	£0	£24,480	£0	
6	CoW	E180	£3,230	£3,230	£2,588	£639	£0	
			£1,044,655	£1,044,655	£800,448	£244,208	£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	12		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 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	3	Formal NMA Requested for compliance updates previously agreed	EFDC	1	3	3	ECDA	(1) ECDA to confirm total of height increase and liaise with EFDC planners where necessary (2) Furthermore - proposed realignment of current footprint to be assessed	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

-

Forthcoming Actions (Month)

- Actual start on site 21/12/20 (not 30/11/20 as agreed)
- Contract completion date 22/11/21
- planned completion has been extended to 31/1/22 EOT has been withdrawn
- completion date is at risk
- nr 50 has queried the boundary line

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	£501,616.00	£62,303.00

- 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:	30/11/2020
Completion:	31/1/222

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	£21,451	£2,130	£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	£563,919	£563,919	£369,621	£194,298	£0	
5	(Contingency)	E040	£0	£0	£0	£0	£0	All contingency used
6	CoW	E180	£3,050	£3,050	£1,708	£1,344	£0	
			£651,828	£651,828	£454,057	£197,772	£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	12		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 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	6	Formal NMA Requested for compliance updates previously agreed	EFDC	2	3	6	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 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									
Ground Contamination	2	Petrol Interceptors (x1) likely to have associated Hydrocarbon Contamination . Potential asbestos under garage slab	Contractor / EFDC	1	2	2	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

- Pre start meeting held 21/1/21
- TSG top 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
- review boundary retaining to main road
- drainage off site has been cctv`ed and routes are clear but will be jetted to remove minor debris
- postal address to confirm
- piling delayed initial progress

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	£738,613.00	£49,011.00

- 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: 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	£13,666	£4,166	£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	£787,624	£787,624	£307,241	£480,381	£0	
5	(Contingency)	E040	£10,989	£10,989	£0	£10,990	£0	
6	CoW	E180	£11,800	£11,800	£990	£10,805	£0	
			£891,501	£891,501	£384,254	£507,247	£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 to 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	3	All sites identified as to having ACMs in made ground.	Contractor / EFDC	1	3	3	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 logistics 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	

Page 54

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 Stated completion date 21/3/22 due to drainage and retaining walls
- retaining wall details have been reviewed and alternative RC proposals agreed, costs breakdown awaited
- variations costs have been received with the valuations, the break down has been received and these currently appear within the contingency figure.
- most have been agreed and instructions to be issued

Change Control Since Last Meeting

-

Financial

Construction Cost Summary (E040)

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

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

Current RIBA Gateway Position:

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

Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	04/08/2016
Planning Expiry	04/08/2019
Enacted (Y/N)	Yes
Start on Site:	25/01/2021
Completion:	21/03/2022

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	£19,092	£16,157	£2,935	£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	£618,961	£177,140	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£65,000	£0	
6	CoW	E180	£4,690	£4,690	£1,530	£3,152	£0	
			£958,207	£958,207	£708,678	£249,520	£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	4	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	2	4	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 11/2/22 due to drainage and retaining
- variations costs have been received with the valuations, the break down has been received and these currently appear within the contingency figure.

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:	11/02/2022

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	£15,741	£15,741	£13,368	£2,373	£0	
2	ECDF Create, Keegans & OHLA Fees	E160	£40,371	£40,371	£39,325	£1,046	£0	
3	(Subtotal Total)	E120	£17,723	£17,723	£17,723	£0	£0	
4	Build Cost	E040	£643,764	£643,764	£521,606	£122,160	£0	
5	(Contingency)	E040	£60,000	£60,000	£0	£60,000	£0	
6	CoW	E180	£4,592	£4,592	£1,530	£3,056	£0	
			£782,191	£782,191	£593,552	£188,635	£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	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
Reports & Investigations									
Ground Contamination	4	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	2	2	4	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

Forthcoming Actions (Month)

- Dates delayed due to planning condition discharge by approx 2 weeks
- revised programme received Stated completion date 25/2/22
- 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 upgraded pumps has been agreed
- labour & material supply is causing delays
- variations costs have been received with the valuations, the break down has been received and these currently appear within the contingency figure.

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

- 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:	25/02/2022

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	£15,960	£2,655	£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	£513,199	£206,950	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£65,000	£0	
6	CoW	E180	£4,592	£4,592	£1,530	£3,056	£0	
			£870,500	£870,500	£591,663	£278,831	£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	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 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	4	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	2	2	4	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 / foundations 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 19/4/22
- boundary walls have been assessed and new RC retaining cast or the existing adapted as appropriate
- monitor completion date for Homes England funding
- Sprinkler required for houses - a larger main may be a better option than tanks - Indecon to confirm costs
- variations costs have been received with the valuations, the break down has been received and these currently appear within the contingency figure. These have been agreed and will be instructed.

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:	19/04/2022

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	Airem Miller Fees	E130	£24,925	£24,925	£21,323	£3,602	£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	£918,745	£254,538	£0	
5	(Contingency)	E040	£100,000	£100,000	£0	£100,002	£0	
6	CoW	E180	£4,690	£4,690	£1,530	£3,159	£0	
			£1,397,861	£1,397,861	£1,035,537	£362,327	£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	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
Reports & Investigations									
Ground Contamination	4	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	2	4	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 29/3/22
- the surface water drain from site has been renewed to the brook
- labour & material availability causing delays
- variations costs have been received with the valuations, the break down has been received, with the additional drainage these currently appear to be over the site contingency figure

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: 29/03/2022

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	£20,510	£17,440	£3,070	£0	
2	ECDAs, Create, Keegans & OHLA Fees	E160	£47,908	£47,908	£46,510	£1,398	£0	
3	(Subs Total)	E120	£16,928	£16,928	£16,928	£0	£0	
4	Build Cost	E040	£860,640	£860,640	£606,807	£253,836	£0	
5	(Contingency)	E040	£65,000	£65,000	£0	£64,998	£0	
6	CoW	E180	£4,690	£4,690	£1,392	£3,298	£0	
			£1,015,677	£1,015,677	£689,078	£326,600	£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	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
Reports & Investigations									
Ground Contamination	4	All sites identified as to having ACMs in made ground. Denny Avenue - former site of explosives factory - heightened contamination / remediation expected	Contractor / EFDC	2	2	4	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
- off site surface water flooding from field has been assessed, the existing outfall has been utilized by reforming the ditch
- variations costs have been received with the valuations, the break down has been received and these currently appear within the contingency figure. **these have been agreed and to be instructed**

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:	08/02/2022

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	Airem Miller Fees	E130	£23,664	£23,664	£20,090	£3,574	£0	
2	ECDC Create, Keegans & OHLA Fees	E160	£49,558	£49,558	£48,951	£607	£0	
3	(Suppl Total)	E120	£20,112	£20,112	£20,112	£0	£0	
4	Build Cost	E040	£1,115,482	£1,115,482	£807,507	£307,975	£0	
5	(Contingency)	E040	£85,000	£85,000	£0	£85,000	£0	
6	CoW	E180	£4,900	£4,900	£1,440	£3,456	£0	
			£1,298,716	£1,298,716	£898,100	£400,612	£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	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
Reports & Investigations									
Ground Contamination	3	All sites identified as to having ACMs in made ground.	Contractor / EFDC	1	3	3	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 29/3/22
- Sprinklers not required
- nr 20 boundary wall condition under review - it has been agreed with the resident to replace the wall with a fence. Formal signature required
- variations costs have been received with the valuations, the break down has been received and these currently appear within the contingency figure.

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:	29/03/2022

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	£23,069	£23,069	£19,946	£3,123	£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	£661,007	£424,092	£0	
5	(Contingency)	E040	£85,000	£85,000	£0	£85,002	£0	
6	CoW	E180	£4,795	£4,795	£1,350	£3,447	£0	
			£1,269,550	£1,269,550	£752,939	£516,613	£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	8	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	2	8	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	2	All sites identified as to having ACMs in made ground.	Contractor / EFDC	1	2	2	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
- 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. June 2022

Forthcoming Actions (Month)

- updated tender report approved
- pre start conditions target determination date 2 March
- programme received - sub-station dates to confirm from UKPN - 9 months to agree legals is UKPN target - this will delay start
- site layout for each phase received but to review
- updated UKPN quote received and paid directly by EFDC, contact details received and meeting held. 9 months period for legals indicated by UKPN. Parties are in contact.
- contract in place with TSG
- start June 2022
- neighbours boundary wall to agree
- UKPN revised costs agreed and instructed
- temporary bin position to agree
- site meeting arranged to inspect rear of garages

Change Control Since Last Meeting

-

Financial

Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
#REF!	£1,588,896.00	£1,774,636.90	£185,740.90	£1,950,504.00	£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: June 22
 Completion: June 23

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	£34,585	£34,585	£20,383	£14,202	£0	
2	ECD Create, Keegans & OHLA Fees	E160	£91,961	£95,559	£94,198	£1,361	£3,598	ECD to tender figure
3	(Survey Total)	E120	£24,355	£24,355	£23,086	£1,269	£0	
4	Build Cost	E040	£1,950,504	£1,950,504	£0	£1,950,510	£0	
5	(Contingency)	E040	£195,050	£195,050	£0	£195,045	£0	Adjusted to 10% of build cost until Contract cost.
6	CoW	E180	£10,600	£10,600	£0	£10,600	£0	
			£2,307,054	£2,310,652	£137,666	£2,172,987	£3,598	

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	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	

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 - Keegans confirmed not required
- temporary closure of access to rear garages will be needed
- discharge pre start conditions by contractor - landscape and materials - this has been submitted but has delayed the start - estimated Feb 2022 - conditions have been validated by planners, decision awaited
- programme received - start date required
- contract signed by TSG
- to run separately from Pentlow
- liaison over access to rear garages to take place - costs to maintain rear access have been agreed and instructed
- pre start meeting held 20/8/21

Change Control Since Last Meeting

Financial

Construction Cost Summary (E040)

Cabinet Approved Construction Cost	Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
tbc	£1,399,539.00	£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: Feb 22
 Completion: Feb 23

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	£32,388	£32,388	£18,352	£14,036	£0	
2	ECD, Create, Keegans & OHLA Fees	E160	£66,564	£68,964	£65,481	£3,483	£2,400	ECD to tender figure
3	(Survey Total)	E120	£50,883	£50,883	£42,604	£8,279	£0	
4	Build Cost	E040	£1,662,008	£1,662,008	£0	£1,662,010	£0	
5	(Contingency)	E040	£166,200	£166,200	£0	£166,208	£0	Adjusted to 10% of build cost until Contract cost.
6	CoW	E180	£10,600	£10,600	£0	£10,600	£0	
			£1,988,644	£1,991,044	£126,437	£1,864,616	£2,400	

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	1	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	1	1	1	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Party wall awards confirmed as not required
Construction & Procurement									
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	

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 12/11/20. Determination target 11/1/21 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 7.5kw per charger - flats allocation to be confirmed
- Start on site moved to Jan 2022 due to delays with planning submissions - will be further delayed by circa 12 months
- Passivhaus - confirm what ER`s are for Passivhaus compliance/requirements (draft to issue -based on 4.3 with addendums for Passivhaus)
- Planning submitted 30/10/2020 Including separate sub station application Target determination 25/12/20
- 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
- ECD issued remaining Passivhaus tender info
- planners query on sub station parking to replied as Belens response
- planners requested traffic air quality impact assessment which has been issued
- planning committee date 2/2/22
- ERs to review
- tender list to compile

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	£1,662,008.00	

- 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 23
Completion:	Jan 24

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	(Sub 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

Forthcoming Actions (Month)

- planning submitted 10/9/20 - target determination date 14/12/2020 - not achieved
- 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
- tenders not to be issued until planning approved
- Contamination gas protection -CS3 (score 4.5) - ventilated floor void required - proposals provided
- drainage, trees - objections being closed
- planners requested traffic air quality impact assessment which has been issued
- planning committee date 2/2/22
- ERs to review
- tender list to compile

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	£1,275,879.00	£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: Jan23
 Completion: Jan 24

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	(Sub 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 Arboricultural Surveys to provide comprehensive survey to all sites. Tree Protection Plans & method Statements also commissioned (2) Survey Results to be coordinated with design team to mitigate impact of root protection zones (3) Ladyfields - Liaison with EFDC in regards to removal of 2nd large mature tree to open up development site	Current proposals accommodate Root Protection zones - risk reduced
Party Walls - awards to adjoining parties	15	Party Wall Adjacent Excavation and Line of Junction Awards required	EFDC	3	5	15	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	
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	

Page 87

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	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	
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	