

Committee Agenda



**Epping Forest
District Council**

Council Housebuilding Cabinet Committee Tuesday, 8th March, 2022

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

**Council Chamber, Civic Offices, High Street, Epping
on Tuesday, 8th March, 2022
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

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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 - 8)

To confirm the minutes of the last meeting of the Cabinet Committee held on 13 December 2021.

6. COUNCIL HOUSE BUILDING PROGRESS REPORT - PHASES 4-5 (Pages 9 - 84)

(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. PHASE 5 SITES TO BE APPROPRIATED (Pages 85 - 96)

(Housing Services Manager – Development) To present a report to the Council Housebuilding Cabinet Committee regarding the appropriation of the Phase 5 sites.

8. 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.

9. EXCLUSION OF PUBLIC AND PRESS

Exclusion

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

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

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

Background Papers

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

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

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

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EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee:	Council Housebuilding Cabinet Committee	Date:	Monday, 13 December 2021
Place:	Council Chamber - Civic Offices	Time:	7.00 - 7.22 pm
Members Present:	A Patel (Chairman), N Avey, N Bedford, J Philip and C Whitbread		
Other Councillors Attending Virtually:	R Brookes, L Burrows and D Wixley		
Apologies:	Councillor H Whitbread		
Officers Present:	R Hoyte (Service Manager - Housing Development), J Leither (Democratic Services Officer), R Moreton (Corporate Communications Officer) and L Kirman (Democratic Services Officer),		

18. CHAIRMAN

In the absence of the Chairman, Councillor H Whitbread, who had tendered her apologies, it was proposed that Councillor A Patel be Chairman for the duration of the meeting.

Resolved:

That Members agreed that Councillor A Patel would assume the role of Chairman for the duration of the meeting.

19. 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.

20. SUBSTITUTE MEMBERS

The Cabinet Committee noted that Councillor C Whitbread would substitute for Councillor H Whitbread at the meeting.

21. DECLARATIONS OF INTEREST

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

22. MINUTES**Resolved:**

That the minutes of the Council Housebuilding Cabinet Committee held on the 28 September 2021 be taken as read and signed by the Chairman as a correct record.

23. COUNCIL HOUSE BUILDING PROGRESS REPORT - PHASES 4-5

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 11-90.

Phase 4

Phases 4.1 and 4.2 were currently on-site and were expected to reach practical completion between January and March 2022. Phases 4.3 and 4 would start on site in 2022.

Phase 5

R Hoyte advised that her team were continuing to work with the architects on the design stages for the proposed developments in Phase 5 and stated that early in 2022 she would be able to continue to consult with the Ward Councillors on the relevant schemes under Phase 5.

Councillor N Bedford referred to the recent houses that had been released in North Weald and asked why there was no consideration to put in any electrical car charging points in the houses as one of the residents had bought an electric vehicle and had been making enquiries of getting a charging point installed.

R Hoyte advised that she was aware and believed that it was being dealt with by the sustainability team who were looking to see if one could be installed. She stated that she was unaware if it had been resolved but she would make enquiries and report back to Councillor Bedford.

Councillor N Bedford thanked the officer for the update and asked if assurances could be given for the future at the planning stages and not after the developments had been finished.

R Hoyte assured Councillor Bedford that everything that was being worked on at present including Phase 5 and beyond would include electrical vehicle charging points. She also advised that when the North Weald development was planned quite a few years ago electrical vehicles were at the very early stages and stated that things had greatly improved since as electrical vehicles were becoming more common and affordable.

Councillor D Wixley advised he had a question regarding Chester Road, Loughton which was in Phase 4.1 and asked if there were any particular problems with this site and it was taking a long time for the build to complete. He stated that he had looked at this site a year ago and when work had been going on for several months. He also asked if there were going to be an electrical charging points installed on that site.

R Hoyte advised that all of the schemes in Phases 4.1 and 4.2 had been affected by the issues surrounding the supply of materials and labour supply. Covid had impacted on all the services to the sites in Phase 4. Some of the schemes that were due to be handed over this year will now be delayed until January to March 2022. Phase 4.1 does not have any vehicle charging points being installed but the infrastructure for these had been included. She advised that she would be able to give a further update on Phase 4 at the next meeting.

Councillor R Brookes referred to Kirby Close, Loughton which was in Phase 4.2 and asked if they would have any electric vehicle charging points or have none been planned until the later phases.

R Hoyte advised that Kirby Close had been considered for the infrastructure but the actual charging points were not determined when these sites were being planned. As the infrastructure was in place and when we know what was needed they can then be added.

Councillor J Philip referred to page 33 of the Agenda, Build / Tender Cost Status, and asked why the column headed 'Cabinet Approved Construction Cost' had tbc against every development in Phase 4.1. He highlighted that in all of Phase 4.1 the build cost was significantly higher than predicted and Phase 4.2, which hadn't yet commenced, was currently on target. He asked if going forward Phase 4.2 and beyond would remain very close to the predicted costs.

R Hoyte advised that all of the sites going forward would have a better management of the cash flow as enough contingency had or would be built into the predicted costs. She referred to page 33 of the agenda and advised that there was no reason why the column headed 'Cabinet Approved Construction Cost' stated tbc as it had already been agreed and that she would liaise with the Employers Agent who prepared the table to find out why.

Councillor A Patel referred to Phases 4.1 and 4.2 where the hand over dates had fallen behind what was originally quoted, could the Service Manager give assurances that the hand over will be on the dates that are now given as stated in the report.

R Hoyte advised that her team were meeting with the contractors on a weekly basis so if there were any slippages that would be when they would detail them. The dates in the report are the most recent dates reported by the contractors and she stated that she wouldn't expect to see much more slippage on what had already been due the them being at the end stages of the phases. The snagging process on Phase 4.1 was due to begin the first week of January 2022.

Councillor A Patel referred to Pentlow Way in Buckhurst Hill and as it stated in the report it remained delayed due to the substation he asked the Service Manager to clarify what that entailed.

R Hoyte advised that the delays had been due to legal and when first spoke to UKPN they advised that they had up to a nine month legal process time, this had now recently been agreed and the start on site should be in June 2022.

Councillor A Patel advised that a majority of the Cabinet went on an organised tour of some of the Council's new housing stock and that they were all very impressed with the build quality of what was coming forward. He referred to Hornbeam Close in Buckhurst Hill which was in Phase 5 and asked if officers had now started to engage with the residents.

R Hoyte advised that they had recently met with the architects and the designs were continuing to be worked on. No consultation had yet taken place with the residents regarding Hornbeam A as some issues in the terms of the layout of the scheme, there was a public right of way that went through the site that needed protection and the layout has had to be reworked. An update and new drawings was expected early in the New Year and then consultation with the residents would be arranged.

Councillor J Philip advised historically a table was prepared to show where the Council was in terms of the right to buy receipts and the payments of them and he didn't see any mention of them in this particular report and that was something that Members should be aware of given the potential of having to hand money back to the Government if the Council don't spend in the allotted time the monies from the receipts and particularly when schemes were slipping. He asked if these reports could be included going forward.

Councillor A Patel agreed that Councillor J Philip had made a very good point and that this should be a standard agenda item.

R Hoyte advised that she would include a report in the agenda going forward.

Councillor R Brookes asked why there was scaffolding on the Burton Road development, she thought this site had been completed a few years ago.

R Hoyte advised that it was to do with a leak in the roof to one of the houses and the contractor was repairing it.

Decision:

That the contents of the 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

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 28 September 2021.

Other Options Considered and Rejected:

The report was to update and for noting purposes only. There were no other options for action.

24. ANY OTHER BUSINESS

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

25. 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-007-2021/22
Date of meeting: 08 March 2022

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 – this report is for noting purposes 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. Some of the handover dates since last reporting have slipped, all reasons outside of our control. Package 4.2 - 22 units all are on site, with some slippage to handover dates all are now between Feb – April 2022. Package 4.3 – 15 units – Woollard Street is now on site having started 31st Jan 2022, Pentlow Way is due to start in March 2022 for the substation works, with the site further getting underway in June 2022. Package 4.4 - 24 units – Still awaiting determination by planning, the committee date in Feb did not go ahead and we are now awaiting a new date. Package 4.5 – 2 units – received planning permission on the 5th Jan 2022.

I am pleased to announce that we received a green grade with no breaches on our first Homes England compliance Audit. The team worked exceptionally hard during the audit process and I am very pleased with this outcome.

Following our last meeting the requested updates to the appendices management report have been made, our report as well now includes information on our RTB receipts.

The proposed schemes within phase 5 continue to be worked on with the design team following various surveys and the revised plans for these sites are being shared with local councillors and residents. We are seeking the approval to appropriate the relevant sites within phase 5 that have not yet been done in line with progressing the sites. We will now be including a phase 5 management report also.

Work is also underway to identify sites beyond phase 5

Appendix 1 Phase 4 management report no.29

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:

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 represented below, as some forecasted dates since last reporting have slipped. The EOT request on some schemes from the contractor has been reviewed and some items have been accepted, whilst some remain under discussion.

Chequers Road (A), Loughton	: HR 124	3 x 3B units	31/07/20	56	09/03/22
Bushfields, Loughton	: HR 122	2 x 2B units	13/07/20	56	23/05/22
Chester Road, Loughton	: HR 130	3 x 2B units	07/09/20	56	15/03/22
Queensway, Ongar	: HR 140	4 x 1B units	02/11/20	53	Complete
Millfield, Ongar	: HR 138	2 x 1B units	30/11/20	53	29/03/22
Pick Hill, Waltham Abbey	: HR 145	2 x 3B units	15/03/21	53	06/06/22
Totalling		16 units			

2. Chequers Road (A), Loughton

Site works continue to progress, however handover dates have shifted since last reporting. Highways approvals have caused some delays with the cross over works. The contractors have applied for an extension of time given the various delays over the course of the contract. We are in discussion with them on this as not all claims have been accepted. We are preparing to accept handover of these units in the next couple of weeks. The snagging process to review the quality of the units is underway.

3. Bushfields, Loughton

All variation costs agreed and instructed. Further works on the roof are required. The roof leak has caused severe delays to the site progress; both internal and external works are due to recommence imminently, and they have therefore revised a handover date of 23rd May as above.

4. Chester Road, Loughton

We are due to complete on this scheme in the next few weeks as forecasted above. The relevant paperwork confirmation has been requested. The snagging process is due to begin shortly.

5. Queensway, Ongar

We have successfully taken handover of these units, and the scheme will now be managed through its defects process. We have implemented an aftercare process to ensure that our residents are settled and that defects are managed in the best possible way and ensure a good customer experience in our new homes. This will follow through on all schemes.

6. Millfield, Ongar

Works continue on site with handover expected the end of March as above. External works and the snagging process are underway.

7. Pick Hill, Waltham Abbey

Works are progressing on site; postal addresses have now been confirmed and have been named after Cllr Spinks.

The practical completion date is now revised for June 2022.

8. Phase 4.2 – Contracted with Indecon Ltd

Revised handover dates are below, since last reporting there has been some changes to these. Homes England have provided utility waivers as many of the utilities have been the cause of slowing down the contractors in recent weeks.

			SOS	Handover
Hornbeam Close (B) Buckhurst Hill:	HR 136	3 x units	25/01/21	29/03/22
Hornbeam House , Buckhurst Hill:	HR 137	2 x units	25/01/21	21/02/22
Bourne House , Buckhurst Hill:	HR 135	2 x units	25/01/21	28/02/22
Etheridge Road , Debden:	HR 127	3 x units	11/01/21	29/03/22
Denny Avenue , Waltham Abbey:	HR 144	3 x units	11/01/21	08/04/22
Beechfield Walk , Waltham Abbey:	HR 147	5 x units	11/01/21	11/03/22
Kirby Close , Loughton:	HR 120	4 x units	11/01/21	15/04/22
Total		22 units		

9. Hornbeam Close, Buckhurst Hill

Works are progressing on site, delays to initially expected handover of 4th March have now been delayed due to Thames Water works. Revised handover date to 29th March.

10. Hornbeam House, Buckhurst Hill

We have successfully taken handover on the 21st February 2022, the scheme will now be managed through the defects process.

11. Bourne House, Buckhurst Hill

The scheme is due to complete on the 28th February, final snagging inspections are being completed and required paperwork being checked.

12. Etheridge Road, Debden

Works progressing on site, UKPN highways permits have caused delays and cross over approvals are being agreed with Essex Highways. This scheme has also received a waiver from Homes England for completion.

13. Denny Avenue, Waltham Abbey

Works are progressing on site, due to delays with utilities, Homes England have issued a waiver for this site. Paperwork for completion will be reviewed in due course.

14. Beechfield Walk, Waltham Abbey

Works are progressing on site and handover is expected within the next few weeks. Final snagging and paperwork being reviewed.

15. Kirby Close, Loughton

Works are progressing, further delays have occurred due to utilities works. Revised handover expected mid-April as above.

16. Phase 4.3 – Contracted with TSG

Our Clerk of works KPA pulled out of contract just before Christmas due to retirement, so are just finishing up on 4.1 and 4.2 contract. Fee quotes were quickly sort in the new year from a further three CoWs. We are in contact with our procurement team to get the new CoW appointed as a replacement for KPA.

			SOS	Handover
Pentlow Way , Buckhurst Hill	HR139	7 units	March 22	June 22
Woollard Street , Waltham Abbey	HR149	8 units	31/01/22	06/02/23
Total		15 units		

17. Pentlow Way, Buckhurst Hill

The substation works are due to begin in March along with the bin store relocation. Further site works will continue from June 2022. New CoW to be confirmed.

18. Woollard Street, Waltham Abbey

Woollard Street started on site on the 31st Jan, with site clearance continuing. Progress will continue to be monitored. New CoW to be confirmed.

19. Phase 4.4 - Comprising: -

Ladyfields , Loughton:	16 x units
Chequers Road (B) , Loughton:	8 x units
Total	24 Units

Both sites are awaiting a planning committee date, this has been chased with the planning department. We hope to receive a new date by March 22.

20. Phase 4.5

Lower Alderton Hall Lane, Loughton

The scheme received planning permission on the 5th January and is now being taken through the national framework to tender for a contractor.

21. Additional Schemes

Thatchers Close, Loughton – 1 Unit

Thatchers Close is due to return to the planning committee in the hope to achieve planning permission.

Phase 5

22. Attached for the first time is our Phase 5 management report with scheme notes. Relevant survey and further design meetings continue to take place on the schemes listed within the attached report. The latest revised plans will be shared with Cllrs and residents for the completion of a survey to share their thoughts. A number of the schemes will shortly be submitted for the PassivHaus assessment to confirm if the current design meets all of the requirements. There are a number of sites that have been dropped since the review of phase 5 and these are attached within the report for reference.

The schemes will be worked through with planning submissions starting in March 22 through to July 22.

23. RTB receipts

At the last cabinet meeting it was requested that RTB receipts detail be included within the report.

As of 1st April 2021, the rules changed, meaning that we no longer have to calculate quarterly information on sales, instead it is an annual return at 31st March now. The calculation will be done at that point, so the 2021/22 is the current estimate as submitted within the business plan. We are also still awaiting information from DLUCLG/MHCLG, which is yet to be issued.

Please see the table below – we will be applying the receipts as per below.

Year Receipts Received	To Be Used By	1-4-1 RTB Receipts	Capital Expenditure Required
		£	£
2017/18	2022/23	1,463,512	3,658,780
2018/19	2023/24	2,960,849	7,402,123
2019/20	2024/25	2,475,231	6,188,078
2020/21	2025/26	1,945,004	4,862,510
2021/22 **	2026/27	3,296,512	8,241,281
Total		12,141,108	30,352,771

***Estimated receipts at Jan 2022 per Business Plan*

Conclusion

Works continue to progress on site with Phases 4.1 and 4.2 completing over the coming months. The schemes so far have delivered great quality units, and this is pleasing. We will as mentioned above carefully monitor the schemes through the defects process. Phase 5 continues to make progress with a tracker now produced to work towards planning submission.

Our s106 and nominations agreements have been circulated for signing and sealing by our partners.

Resource Implications:

None applicable.

Legal and Governance Implications:

Legal process to be carried out in reference to the appropriation process for the phase 5 sites

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. Residents have been consulted on phase 5 and will

Background Papers:

The Phase 4 management report no.26 (Appendix 1)
The Phase 5 Management Report n0. 1 (Appendix 2)

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.

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Management Report No. 29



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EFDC Building Programme (Phase 4 Sites)

10 February 2022

Figures updated 8/2/22

AIREMILLER

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Key Dates Milestones Summary			6	Chequers Road Site B (Loughton)	4.4	HR123	53
Package / Site Reviews	Ph	Site Code	7	Ladyfields (Loughton)	4.4	HR125	56
Chequers Road Site A (Loughton)	4.1	HR124	8	Lower Alderton Hall Lane (Loughton)	4.5	HR121	59
Bushfields (Loughton)	4.1	HR122	11				
Chester Road (Loughton)	4.1	HR130	14				
Queensway (Ongar)	4.1	HR140	17				
Millfield (Ongar)	4.1	HR138	20				
Pick Hill (Waltham Abbey)	4.1	HR145	23				
Hornbeam Close Site B (Buckhurst Hill)	4.2	HR136	26				
Hornbeam House (Buckhurst Hill)	4.2	HR137	29				
Bourne House (Buckhurst Hill)	4.2	HR135	32				
Etheridge Road (Debden)	4.2	HR127	35				
Denny Avenue (Waltham Abbey)	4.2	HR144	38				
Beechfield Walk (Waltham Abbey)	4.2	HR142	41				
Kirby Close (Loughton)	4.2	HR120	44				

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	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	£828,690	£873,967	£45,277	£777,037	£90,755	£867,792	0
Bushfields (Loughton)	4.1	HP122	2	£556,697	£614,054	£57,357	£588,444	£44,203	£632,647	0
Chester Road (Loughton)	4.1	HR130	3	£718,238	£763,319	£45,081	£747,395	£102,441	£849,836	0
Queensway (Ongar)	4.1	HR140	4	£1,120,361	£890,492	-£229,869	£871,309	£13,123	£884,432	0
Millfield (Ongar)	4.1	HR138	2	£351,024	£487,197	£136,173	£501,616	£65,192	£566,808	0
Pick Hill (Waltham Abbey)	4.1	HR145	2	£625,415	£738,613	£113,198	£738,613	£39,141	£777,754	0
Hornbeam Close Site B (Buckhurst Hill)	4.2	HR136	3	£804,225	£972,800	£168,575	£796,102	£42,236	£838,338	0
Hornbeam House (Buckhurst Hill)	4.2	HR137	2	£447,445	£596,885	£149,440	£643,764	£14,328	£658,092	0
Bourne House (Buckhurst Hill)	4.2	HR135	2	£597,832	£646,400	£48,568	£720,149	£3,937	£724,086	0
Etheridge Road (Debden)	4.2	HR127	3	£852,555	£976,925	£124,370	£1,173,281	£77,850	£1,251,131	0
Denny Avenue (Waltham Abbey)	4.2	HR144	3	£771,605	£858,800	£87,195	£860,640	£95,607	£956,247	0
Beechfield Walk (Waltham Abbey)	4.2	HR142	5	£1,087,011	£1,297,200	£210,189	£1,115,482	£33,057	£1,148,539	0
Kirby Close (Loughton)	4.2	HR120	4	£911,559	£1,107,004	£195,445	£1,085,101	£71,545	£1,156,646	0
Pentlow Way (Buckhurst Hill)	4.3	HR139	7	£1,588,896	£1,774,637	£185,741	£1,950,504	£8,621	£1,959,125	0
Woollard Street (Waltham Abbey)	4.3	HR149	8	£1,399,539	£1,556,187	£156,648	£1,662,008	£41,460	£1,703,468	0
Chequers Road Site B (Loughton)	4.4	HR123	8	£1,636,993	£2,623,385	£986,392			£2,623,385	
Ladyfields (Loughton)	4.4	HR125	16	£1,275,879	£3,681,662	£2,405,783			£3,681,662	
Lower Alderton Hall Lane (Loughton)	4.5	HR121	2	£507,768	£761,467	£253,699			£761,467	
Total				£16,081,732	£21,220,994	£5,139,262	£14,231,445	£743,496	£22,041,455	

Key Dates Milestones Summary

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		
			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	09/03/22	
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	23/05/22	
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	15/03/22	
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	09/02/22	
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	29/03/22	
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	06/06/22	
Hornbeam Close Site B (Buckhurst Hill)	HR136	4.2	3	-	04/08/16	04/08/19	-	*	-	*	29/10/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	25/01/21	04/03/22	
Hornbeam House (Buckhurst Hill)	HR137	4.2	2	-	04/08/16	04/08/19	-	*	-	*	29/10/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	25/01/21	23/02/22	
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	28/02/22	
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	29/03/22	
Denny Avenue (Waltham Abbey)	HR144	4.2	3	-	25/01/17	25/01/20	-	*	-	*	04/11/19	04/10/19	19/12/19	19/12/19	19/12/19	02/03/20	02/05/20	26/06/20	10/07/20	30/07/20	08/02/21	08/04/22	
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	11/03/22	
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	15/04/22	
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	
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	31/01/22	06/02/23	
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	
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
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	

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

Scheme Notes

- 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 26/11/21 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
- Completion date notified as 19/11/21 EOT applied to 12/11/21. Last date now 8/12/21, proposed 31/1/22 but at risk. **Latest date 9/3/22**
- EOT meeting held, minor queries to respond, completion date is well behind requested date.
- General response from TSG on 4.1 is slow and they are reluctant to issue completion dates or in achieving dates. Currently pressure is being applied but with a view to maintaining an ongoing relationship for phase 4.3 The issued 4.1 EOT is behind completion dates, as such either a further claim will be issued and/or LAD's could be applied.
- Highways approvals are likely to cause delays to the cross over works on all 4.1 sites **Meeting with TSG and Highways has taken place and confirmation of outcome has been requested from TSG**
- **Further EOT has been received and to be reviewed**

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)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£828,690.00	£873,967.25	£45,277.25	£777,037.00	£90,755.00

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:	09/03/2022

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	£39,962	£22,752	£0	Remaining includes VFP fees to 2023
2	ECDA, 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	£867,792	£867,792	£853,774	£14,018	£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	
			£1,014,055	£1,014,055	£976,346	£37,704	£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	6		EFDC / AML	2	3	6	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	Covid delays progressa	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 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 looking into gate design for maintained access.
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	1
Medium Risk	9	0	0

Scheme Notes

- 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 held. Several matters queried but completion date is well behind requested dates. **has been responded some have been rejected**
- mansafe system not yet rectified or green roof system installed. **A completion date of 23/5/22 has been notified**
- internal works or externals have not yet recommenced
- additional EOT has been received to be assessed but does not look to be robust

Financial

Construction Cost Summary (€040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
€556,697.00	€614,053.62	€57,356.62	€588,444.00	€44,203.00

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:	23/05/2022

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	ECDA, Create, Keegans & OHLA Fees	E160	£49,388	£49,388	£49,017	£371	£0	
3	(Supply Total)	E120	£16,268	£16,268	£16,268	£0	£0	
4	Build Cost	E040	£632,647	£632,647	£482,958	£149,688	£0	
5	(Contingency)	E040	£6,427	£6,427	£0	£6,428	£0	
6	CoW	E180	£3,470	£3,470	£3,024	£435	£0	
			£726,466	£726,466	£568,499	£157,954	£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 potentially be negotiated in future.
Statutory Services & Authorities									
Highways works	12	approvals for highways works	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner
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

Scheme Notes

- Non-Material Amendment Application submitted 18th August 2020 - Planners indicated project not started within timescales. However instructed to continue
- Confirmation status of planning NMA
- confirmed 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 was 16/2/22 now 15/3/22
- EOT meeting held - minor questions answered but completion is behind agreed dates.
- further EOT requested
- confirmation of submission of pre- occupation conditions has been requested

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£718,238.00	£763,318.97	£45,080.97	£747,395.00	£102,441.20

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:	15/03/2022

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	ECOA, 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	£849,836	£849,836	£758,263	£91,574	£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	£580	£0	
			£950,252	£950,252	£855,713	£94,539	£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. 08/06/20 - EFDC have
Reports & Investigations									
Highways works	12	approvals for highways works	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner
Flood Risk	2	Flood risk assessment Potential increase of FFL by 300mm	EFDC	1	2	2	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	3	3	0
Medium Risk	10	0	0

Scheme Notes

- 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 not met. new date 14/2/22
- works have been successfully snagged a "3 week notice" has been received although hand over paperwork is still being issued.
- pre occupation planning conditions were finally submitted 31/1/22, after consideration within EFDC subject to all other information being in place hand over on 9/2/22 would proceed

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Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£1,120,361.00	£890,492.40	(£229,868.60)	£871,309.00	£13,123.00

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:	09/02/2022

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	ECDA Create, Keegans & OHLA Fees	E160	£57,149	£57,149	£56,778	£371	£0	
3	(Survey Total)	E120	£21,642	£21,642	£21,642	£0	£0	
4	Build Cost	E040	£884,432	£884,432	£853,108	£31,325	£0	
5	(Contingency)	E040	£50,862	£50,862	£0	£50,862	£0	
6	CoW	E180	£3,230	£3,230	£2,588	£639	£0	
			£1,044,655	£1,044,655	£959,667	£84,990	£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	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 delays 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, EFDC to advise and confirm.
Statutory Services & Authorities									
Highways works	8	approvals for highways works	EFDC	2	4	8	EFDC	delay in approvals will delay works	make applications in a timely manner
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

Scheme Notes

- 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 28/2/22
- some minor works could be valid for an EOT
- CP50 has queried the boundary line
- revised eot received
- completion date moved to 29/3/22
- works are progressing with external paving & such like now underway

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£351,024.00	£487,197.05	£136,173.05	£501,616.00	£65,192.00

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:	29/03/2022

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	ECR, Create, Keegans & OHLA Fees	E160	£37,143	£37,143	£37,143	£0	£0	
3	(Sub Total)	E120	£24,134	£24,134	£24,134	£0	£0	
4	Build Cost	E040	£566,808	£566,808	£439,280	£127,528	£0	
5	(Contingency)	E040	£0	£0	£0	£0	£0	All contingency used
6	CoW	E180	£3,050	£3,050	£1,708	£1,344	£0	
			£654,717	£654,717	£523,716	£131,002	£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	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	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.
Others									
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
Highways works	12	approvals for highways works	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner

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

Scheme Notes

- 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 - an EOT has not been received but could be made
- progress has been slow with periods with no labour on site
- hand over now stated as 6/6/22

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£625,415.00	£738,612.63	£113,197.63	£738,613.00	£39,141.00

Current RIBA Gateway Position:

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

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
Completion:	06/06/2022

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	Alroy Miller Fees	E130	£17,826	£17,826	£15,836	£1,996	£0	
2	ECDA, 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	£777,754	£777,754	£422,495	£355,260	£0	
5	(Contingency)	E040	£20,859	£20,859	£0	£20,860	£0	
6	CoW	E180	£11,800	£11,800	£990	£10,810	£0	
			£891,501	£891,501	£501,678	£389,831	£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 of 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 development site	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
Highways works	12	approvals for highways works No capacity in existing foul or storm	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner
FW & SW sewer capacity check	4	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	8	Pre-construction Design Programme Delay to Due Diligence, potential start on site	EFDC / AML	2	4	8	AML	(1) AML preparing programme options, for Stage 4.1 Design schemes and planning redesign schemes. (2) AML to monitor and track government advice on COVID-19	

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

Scheme Notes

- 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 variations agreed and issued
- Updated completion date 4/3/22
- over 4.2 sites some contingency remains but some sites have expended all of their contingency. The additional carpet works has been taken from the contingency figures.
- works progressing
- snag site and inspect paperwork when received

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£804,225.00	£972,800.00	£168,575.00	£796,102.00	£42,236.00

Current RIBA Gateway Position:

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

Key Target Dates

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

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	Airey Miller Fees	E130	£19,092	£19,092	£17,077	£2,015	£0	
2	ECOA, Create, Keegans & OHLA Fees	E160	£50,785	£50,785	£49,492	£1,293	£0	
3	(Subkey Total)	E120	£22,538	£22,538	£22,538	£0	£0	
4	Build Cost	E040	£838,338	£838,338	£741,273	£97,066	£0	
5	(Contingency)	E040	£22,764	£22,764	£0	£22,764	£0	
6	CoW	E180	£4,690	£4,690	£1,530	£3,154	£0	
			£958,207	£958,207	£831,910	£126,292	£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. TW 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

Scheme Notes

- 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 agreed and instructed
- 3 week notice received - completion date 23/2/22
- snag in progress and generally minor items noted, check paperwork for hand over

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£447,445.00	£596,885.00	£149,440.00	£643,764.23	£14,327.77

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:	23/02/2022

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	Aire Miller Fees	E130	£15,741	£15,741	£14,112	£1,629	£0	
2	ECDA, Create, Keegans & OHLA Fees	E160	£40,371	£40,371	£39,325	£1,046	£0	
3	(Survey Total)	E120	£17,723	£17,723	£17,723	£0	£0	
4	Build Cost	E040	£658,092	£658,092	£630,211	£27,882	£0	
5	(Contingency)	E040	£45,672	£45,672	£0	£45,672	£0	
6	CoW	E180	£4,592	£4,592	£1,530	£3,058	£0	
			£782,191	£782,191	£702,901	£79,287	£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 Hornbeam Close.	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

Scheme Notes

- Dates delayed due to planning condition discharge by approx 2 weeks
- revised programme received Stated completion date 25/2/22
- revised completion date 28/2/22
- snagging required and check paper work for hand over

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£597,832.00	£646,400.00	£48,568.00	£720,149.16	£3,937

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: 28/02/2022

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	Airey Miller Fees	E130	£18,615	£18,615	£16,792	£1,823	£0	
2	ECOA, Create, Keegans & OHLA Fees	E160	£42,629	£42,629	£41,459	£1,170	£0	
3	(Subkey Total)	E120	£19,515	£19,515	£19,515	£0	£0	
4	Build Cost	E040	£724,086	£724,086	£701,110	£22,976	£0	
5	(Contingency)	E040	£61,063	£61,063	£0	£61,064	£0	
6	CoW	E180	£4,592	£4,592	£1,530	£3,064	£0	
			£870,500	£870,500	£780,406	£90,097	£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 sites	No Ground Gas identified - risk reduced however contamination likely
Party Walls - awards to adjoining parties	0	Party Wall Adjacent Excavation and Line of Junction Awards required Sports Pavilion to Eastern Boundary - PW award for adjacent excavation / foundation required	EFDC	0	4	0	EFDC / Keegans	(1) Notices to be served to adjacent properties (2) PW Surveyor to advise on objections / concerns	Notices Served

Etheridge Road (Debden) - HR127 - Phase 4.2

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

Issues / Risks / Early Warning

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

Scheme Notes

- pre start conditions approved 13/1/21
- completion date 19/4/22
- monitor completion date for Homes England funding
- Sprinkler required for houses
- variations have been agreed and instructed
- revised completion date 29/3/22
- works progressing
- UKPN highways permits have been delays and may impact on completion
- cross over approvals are being agreed with Essex Highways

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£852,555.00	£976,925.00	£124,370.00	£1,173,281.00	£77,850.00

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:	29/03/2022

Etheridge Road (Debden) - HR127 - Phase 4.2

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

Development Cost Movement Report

	Description	Cost Code	Previous Contract Total	Contract Total	Total Invoiced	Total Remaining	Variance	Reason for Movement
1	Aire Miller Fees	E130	£24,924	£24,924	£22,742	£2,182	£0	
2	ECDA, Create, Keegans & OHLA Fees	E160	£53,536	£53,536	£52,510	£1,026	£0	
3	(Survey Total)	E120	£41,429	£41,429	£41,429	£0	£0	
4	Build Cost	E040	£1,251,131	£1,251,131	£1,164,078	£87,057	£0	
5	(Contingency)	E040	£22,149	£22,149	£0	£22,149	£0	
6	CoW	E180	£4,690	£4,690	£1,530	£3,156	£0	
			£1,397,859	£1,397,859	£1,282,289	£115,570	£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 subject	No Ground Gas identified - risk reduced however contamination likely
Highways works	12	approvals for highways works	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner
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

Scheme Notes

- pre start conditions approved 13/1/21
- Completion date 29/3/22
- variations have been agreed and instructed
- revised completion date 8/4/22
- works progressing
- BT pole off site damaged by delivery lorry & reinstated by Openreach

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£771,605.00	£858,800.00	£87,195.00	£860,640.00	£95,607.00

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:	08/04/2022

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	£20,509	£20,509	£18,368	£2,141	£0	
2	ECOA, Create, Keegans & OHLA Fees	E160	£47,908	£47,908	£46,510	£1,398	£0	
3	(Survey Total)	E120	£16,928	£16,928	£16,928	£0	£0	
4	Build Cost	E040	£956,247	£956,247	£778,636	£177,612	£0	
5	(Contingency)	E040	£0	£0	£0	£0	£0	No contingency left on this scheme, overall on 4.2 there is contingency left
6	CoW	E180	£4,690	£4,690	£1,392	£3,300	£0	
			£1,046,283	£1,046,283	£861,835	£184,451	£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	
Highways works	12	approvals for highways works	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner
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

Scheme Notes

- Works progressing
- completion date 15/2/22
- variations have been agreed and instructed
- revised completion date 11/3/22
- 2 week notice expected, completion paperwork to check and snagging to carry out

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Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£1,087,011.00	£1,297,200.00	£210,189.00	£1,115,482.00	£33,057.00

- 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:	11/03/2022

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	Arch Miller Fees	E130	£23,664	£23,664	£21,171	£2,493	£0	
2	ECDA, Create, Keegans & OHLA Fees	E160	£49,558	£49,558	£48,951	£607	£0	
3	(Survey Total)	E120	£20,112	£20,112	£20,112	£0	£0	
4	Build Cost	E040	£1,148,539	£1,148,539	£1,020,324	£128,216	£0	
5	(Contingency)	E040	£51,942	£51,942	£0	£51,942	£0	
6	CoW	E180	£4,900	£4,900	£1,440	£3,456	£0	
			£1,298,715	£1,298,715	£1,111,998	£186,714	£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
Highway works	12	approvals for highways works	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner
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

Scheme Notes

- grass island to be temporarily turned into straight across access under licence
- works progressing
- original completion 29/3/22
- Sprinklers not required
- nr 20 boundary wall condition under construction
- variation costs have been agreed and instructed
- revised completion date 15/4/22.

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from Initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£911,559.00	£1,107,004.00	£195,445.00	£1,085,101.00	£71,545.00

- 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:	15/04/2022

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	£20,544	£2,525	£0	
2	ECOA, Create, Keegans & OHLA Fees	E160	£54,008	£54,008	£53,059	£949	£0	
3	(Sub Total)	E120	£17,577	£17,577	£17,577	£0	£0	
4	Build Cost	E040	£1,156,646	£1,156,646	£839,258	£317,388	£0	
5	(Contingency)	E040	£13,455	£13,455	£0	£13,455	£0	
6	CoW	E180	£4,795	£4,795	£1,350	£3,444	£0	
			£1,269,550	£1,269,550	£931,788	£337,761	£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
Highway works	12	approvals for highways works	EFDC	3	4	12	EFDC	delay in approvals will delay works	make applications in a timely manner
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 where required	
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

Scheme Notes

- contract in place with TSG
- start June 2022
- sub station due to start March 2022
- UKPN revised costs agreed and instructed
- temporary bin position to agree
- site meeting held to inspect rear of garages - this looks to be able to remain - TSG engineer to confirm revised programme awaited
- **planning start conditions to be confirmed that they have been submitted**
- **progress meeting held**
- **confirmation of sub station start date required (originally 23/3/22 to 14/4/22)**
- **bat survey carried out (as planning condition) - initial indications that there were no signs of bats**
- **Thames Water build over technical approval received, legals in progress**

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£1,588,896.00	£1,774,636.90	£185,740.90	£1,950,504.00	£8,621.00

Current RIBA Gateway Position:

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

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	Arch Miller Fees	E130	£34,585	£34,585	£20,383	£14,202	£0	
2	ECDA Create, Keegans & OHLA Fees	E160	£95,559	£95,559	£94,198	£1,361	£0	
3	(Survey Total)	E120	£24,355	£24,355	£23,086	£1,269	£0	
4	Build Cost	E040	£1,959,125	£1,959,125	£0	£1,959,131	£0	
5	(Contingency)	E040	£186,429	£186,429	£0	£186,435	£0	
6	CoW	E180	£10,600	£10,600	£0	£10,600	£0	
			£2,310,652	£2,310,652	£137,666	£2,172,998	£0	

Pentlow Way (Buckhurst Hill) - HR139 - Phase 4.3

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

Issues / Risks / Early Warning

Hazard/Risk	PxI	Comments	Risk Owner	Probability 1-5	Impact 1-5	P x I Score	Action By	Control Measures	Outcomes
Land, Ownership and Acquisition									
Rights of Way Disruption to Adjoining Residents & the general public	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
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)	(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	
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

-Scheme Update

- Contamination Plume identified as localised - risk reduced - Remediation Strategy Confirmed
- Party Wall - Keegans confirmed not required
- temporary closure of access to rear garages will be needed
- pre start meeting held 20/8/21
- pre start planning conditions approved
- programme and logistics plan now received
- neighbours to notify
- start date confirmed as 31/1/22
- demolition of garages commenced, some rubbish remained which will be cleared by TSG, some cars remained parked on site which will be resolved by EFDC, parking on local highways restricts access due to nature of the area, these are under control of Essex and TSG are to arrange any parking suspensions that they require.
- progress to monitor

Financial

Construction Cost Summary (E040)

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

Current RIBA Gateway Position:

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

Key Target Dates

Planning/Amendment Submitted:	Submitted
Consent Received:	25/01/2017
Planning Expiry:	25/01/2020
Enacted (Y/N):	Yes
Start on Site:	31/01/2022
Completion:	06/02/2023

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	Airey Miller Fees	E130	£32,389	£32,390	£20,612	£11,778	£1	
2	Estimate, Create, Keegans & OHLA Fees	E160	£68,964	£68,964	£65,481	£3,483	£0	
3	(Survey Total)	E120	£50,883	£50,883	£42,604	£8,279	£0	
4	Build Cost	E040	£1,703,468	£1,703,468	£0	£1,662,010	£0	
5	(Contingency)	E040	£124,740	£124,740	£0	£124,740	£0	
6	CoW	E180	£10,600	£10,600	£0	£10,600	£0	
			£1,991,044	£1,991,045	£128,697	£1,820,890	£1	

Woollard Street (Waltham Abbey) - HR149 - Phase 4.3

(7 x 1B2P & 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	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 Diversions / Abandonments	8	Drainage Strategy to be determined. Wollard Street - Potential Build-over or major diversion required. Numerous abandonments also required	EFDC	2	4	8	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 where required	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	12	Pre-construction Design Programme Delay to Due Diligence, potential start on site	EFDC / AML	3	4	12	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

Scheme Update

- 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
- 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
- ERs to review
- tender list to compile
- National Construction Framework to be used to add contractors to obtain market spread of quotes - EOI has been issued
- was not in planning committee 2/2/22 - new date awaited - this will delay tender & start on site

Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£1,636,993.00	£2,623,385.00	£986,392.00	£1,662,008.00	£41,460.00

Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	31/10/2020	(achieved)

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	Airey Miller Fees	E130	£37,968	£37,969	£12,035	£25,934	£0	
2	ECDA - Create, Keegans & OHLA Fees	E160	£93,052	£93,052	£87,983	£5,069	£0	
3	(Survey 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 legal on extinguishment or access RoW required to be maintained. (2) EFDC to confirm timescales / impact of any delayed liaison with residents	04/12/19 - EFDC advised legal team are progressing matters - risk reduced
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 300mm above	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 height to be confirmed	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 legal 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 on 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

Scheme Notes

- 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
- 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
- ERS to review
- tender list to compile
- National Construction Framework to be used to add contractors to obtain market spread of quotes - EOI has been issued
- was not in planning committee 2/2/22 - new date awaited - this will delay tender & start on site

Financial

Construction Cost Summary (E040)

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

Current RIBA Gateway Position:

Gateway:	4	
Anticipated completion of current gateway:	11/12/2020	(achieved)

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	Airey Miller Fees	E130	£75,353	£75,353	£22,869	£52,484	£0	
2	ECOA, Create, Keegans & OHLA Fees	E160	£168,953	£168,953	£156,984	£11,969	£0	
3	(Survey Total)	E120	£58,090	£58,090	£41,350	£16,740	£0	
4	Build Cost	E040	£3,681,662	£3,681,662	£0	£3,681,662	£0	
5	(Contingency)	E040	£368,166	£368,166	£0	£368,175	£0	Adjusted to 10% of Build cost budget
6	CoW	E180	£14,800	£14,800	£0	£14,800	£0	
			£4,367,024	£4,367,024	£221,203	£4,145,830	£0	

Ladyfields (Loughton) - HR125 - Phase 4.4

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

Issues / Risks / Early Warning

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

Lower Alderton Hall Lane (Loughton) - HR121 - Phase 4.5

(2 x 2B4P Houses)

Issues / Risks / Early Warning

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

Scheme Notes

- Lower Alderton planning 25/09/19 - approved December 2021
- procurement route to be considered -
- planning now approved
- decision on who and when pre start conditions are discharged
- EV strategy to be decided (planning condition)

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Financial

Construction Cost Summary (E040)

Initial Build Cost Estimate (Jan 18)	Latest Pre-Tender Estimate	Variance from initial Estimate (+/-)	Build Cost (Tender Figure Fixed)	Build Variations To Date (+/-)
£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: Approved Jan 22
 Consent Received: 09/02/2016
 Planning Expiry: 09/02/2019
 Enacted (Y/N): Yes
 Start on Site: Jan 23
 Completion: Jan 24

Lower Alderton Hall Lane (Loughton) - HR121 - Phase 4.5

(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	ECDA, Create, Keegans & OHLA Fees	E160	£42,738	£42,738	£41,879	£859	£0	
3	(Sub-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 4.5

(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	8	Natural England Requirements for Air Quality Mitigation - likely to be packaged into S106 Agreement - negotiation required	EFDC	2	4	8	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	1	Lower Alderton - Local Residents objected original consent - re-submitted in May - Committee Meeting 25/09/19 - No	EFDC	1	1	1	EFDC		
Discharge planning conditions	15	Lower Alderton - Local Residents objected original consent - re-submitted in May - Committee Meeting 25/09/19 - No	EFDC	3	5	15	EFDC	decision on which conditions to discharge per tender	
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	

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Executive Report No. 1

EFDC Building Programme

Phase 5 Sites

08/02/2022
ISSUE 0

AIREY MILLER

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All Movement indicated in Red

Programme Summary - Mix & No. of Homes

Sites / Codes			Units	RIBA G/W	Flats			Houses			Total	Comments - Change Since Last Report
					1b	2b	3b	1b	2b	3b		
Beechfield Walk (B)	5	HR---	3	2				3				
Burney Drive Loughton	5	HR---	2	3	2							
Castell Road Loughton	5	HR---	4	3	2	2						
Fairfield Road/Millbank Av Ongar	5	HR---	2	3						2		
Hornbeam Close Site A (Buckhurst Hill)	5	HR---	4	2					4			
Hyde Mead (Nazeing)	5	HR---	7	3				7				
Pyrles Lane A (Loughton)	5	HR---	2	2				2				
Pyrles Lane B (Loughton)	5	HR---	3	2				3				
St Peters Acres Avenue	5	HR---	1	3					1			
St Peter's Avenue (Ongar)	5	HR---	57	2	23	26	5			3		
												Updated 8/2/22
Total			85		27	28	5	15	5	5	85	

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

Progress and Key Issues

Scheme Notes

General Progress

ECD have been developing designs and procuring surveys to enable planning applications to be submitted. Target planning submissions from end of March to July for St Peters
Cost plans to be updated for current RIBA Stage 2 schemes & current market conditions, the number and type of units has changed in some cases. Passivhaus costs to be incorporated.
General appropriation of sites to take place.
All sites CCTV of drains to wider area to main sewers is procured.
Detailed review of adjacent levels to take place.
Decision on level of garage demolition pre tender (i.e. roofs and side walls to be removed and leave rear walls)
Garage tenancies to be terminated
Topo & arbo reports received. Soils investigations are ordered.
Consultation with Essex Fire and EFDC Refuse has taken place.

Beechfield B

Scheme for 3 bungalows developed to avoid diverting overhead power cable.
Services will need to run through neighbours garden to avoid oak tree Root Protection Zone

Burney Drive

2 flat scheme being developed

Castell Road

4 flat scheme being developed.
Small area at end of council owned neighbours garden to be used for 2 parking spaces

Fairfield/ Millbank

2 house scheme being progressed

Hornbeam Close Site A

4 house scheme being developed
Public ROW will be maintained through the site and the communal garden of the neighbouring flats will not be utilized.

Hyde Mead

Scheme being developed
Flood risk assessment completed
Single unit behind adjacent houses awaiting decision on proceeding.

Pyrles Lane A

2 bungalow scheme proceeding
Adjacent flat garden area to be used for additional parking

Pyrles Lane B

3 bungalow scheme proceeding
Services to run via garden into Pyrles Green to avoid Root Protection Zone

St Peters Acres Avenue

Single unit being developed as extension to terrace.
Drainage runs under the site and build over is likely

St Peter's Avenue

Traffic assessment carried out
Flood risk carried out
Arbo survey carried out
Topo and ground radar carried out
Scheme developed and positive pre app taken place with Planners. Quality review Panel to take place.
3d model to be provided.
Biodiversity enhancements to be agreed
Passivhaus is a requirement but consideration to imbedded carbon in final solution to be agreed.
Decision on extend of playground enhancements to be made

Other Sites To Be Reviewed

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Sites To Add		

Sites Dropped		
Parklands		Winters Way 2, 3 and 4
Marlescroft Way		24 Western Av/Centre Drive
Barrington Close		Oakley Court
Pound Close		

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Report to the Council Housebuilding Cabinet Committee



**Epping Forest
District Council**

Report reference: CHB-008-2021/22
Date of meeting: 08 March 2022

Portfolio: Housing Services – Councillor H Whitbread
Subject: Phase 5 sites to be appropriated
Responsible Officer: Rochelle Hoyte (01992 562054)
Democratic Services: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

That the schemes within Phase 5 be approved to be appropriated, noting the schemes already complete.

Executive Summary:

The Cabinet has previously agreed a number of feasibility studies from the list of potential development sites for Council House-building, and the Cabinet Committee has also agreed at its meeting in 14th June 2021 a strategic approach to the prioritisation of those sites by area taking account of demand from those applicants registered on the Council's housing waiting list. This report seeks to batch those sites that have been agreed as viable into future phases, and to progress those sites through the planning and tender stages.

Reasons for Proposed Decision:

To enable the sites within phase 5 to progress.

Other Options for Action:

There are no other options for action.

Report:

(1) That, the former garage sites and associated amenity land listed below as making up phase 5, be appropriated for planning purposes under provisions laid out in S122 of the Local Government Act 1972 and S226(1)(a) of The Town and Country Planning Act 1990 on the grounds that the land is no longer required for the purposes for which it is currently held in the Housing Revenue Account;

Beechfield Walk (Site B), Waltham Abbey

b) Burney Drive, Loughton

c) Castell Road Loughton

- d) Hornbeam Close (site A), Loughton (**Previously appropriated under phase 4**)
- e) Hyde Mead, Waltham Abbey
- f) Millbank, Ongar
- g) Pyrles Lane (Site A), Loughton (**Previously appropriated under phase 4**)
- h) Pyrles Lane (Site B), Loughton (**Previously appropriated under phase 4**)
- i) St Peters Avenue(West), Ongar (**Incorporating Shelly Close & Retail Units**)
- j) Acres Avenue, Ongar

That the following three sites do not require appropriation as they have been previously appropriated under phase 4 but have now been allocated to phase 5.

**Hornbeam Close (site A), Loughton,
Pyrles Lane (Site A), Loughton,
Pyrles Lane (Site B), Loughton**

Appropriation of the sites

The Cabinet Committee have been delegated authority to appropriate land for planning purposes as set out in its Terms of Reference. However, as a reminder, the Council holds property for various statutory purposes in order to provide its various functions. Such land is used only for the purpose of the function for which it was originally acquired, until such time as the land is disposed of or “appropriated” for another use.

Appropriation is the procedure under the Local Government Act 1972 and Town and Country Planning Act 1990 to change the purpose for which the land is held for one statutory purpose to another, provided that the land is no longer required for the purpose for which it was held immediately before the appropriation.

The Council wishes to see each of the development sites redeveloped for the specific purpose of residential accommodation on a land which previously was used for garages and / or amenity land, which in the current usage the former are not fit for that purpose. By appropriating the sites for planning purposes, the Council will be able to secure its redevelopment and future use by relying on the statutory provisions relating to the redevelopment and disposal of the land held for planning purposes.

There is a risk that the proposed re-development scheme may be frustrated by third party rights, which would in turn frustrate the Council’s regeneration objectives for the sites. By appropriating land, once planning permission is obtained, the rights of affected third parties can be overridden to the extent that they become an entitlement to compensation rather than a right to obtain an injunction to prevent the scheme. It is not known at the date of this report whether or not there will be any rights which will need to be overridden. As the development proceeds and any third party rights are claimed decisions will need to be made as to whether or not the claimed right needs to be extinguished and/or overridden. If it is a right that can be proven then S237 of the Town and Country Planning Act 1990 provides for compensation to be paid. So as not to have to report back to Cabinet on each occasion it is recommended that the decision making process be delegated to **The Housing Development Service Manager (Rochelle Hoyte)**.

It is therefore recommended that the former garage sites and associated amenity land listed above as making up Phases 5, be appropriated for planning purposes under provisions laid out in Section 122 of the Local Government Act 1972 and Sections 226 (1)(a) and S237 Town and Country Planning Act 1990 on the grounds that the land is no longer required for the purposes for which it is currently held in the Housing Revenue Account;

Conclusion

The development schemes under phase 5 are to be appropriated to allow to progress with the schemes ahead of any planning submission.

Resource Implications:

None applicable.

Legal and Governance Implications:

Having adopted a strategic approach, agreed in an open and transparent way, to the prioritisation of sites, it is considered good governance to follow that strategic approach. The procedures set out in the report need to be undertaken so as to ensure that the land is properly appropriated and any third-party rights properly extinguished.

Safer, Cleaner and Greener Implications:

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

Consultation Undertaken:

Interdepartmental involvement has and will continue to be engaged.

Background Papers:

14th June 2021 cabinet report

Risk Management:

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

Equality Analysis:

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

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Equality Impact Assessment

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

Section 1: Identifying details

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

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

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

Officer completing the EqlA: Rochelle Hoyte Tel: **01992 564221** Email: **rhoyte@eppingforestdc.gov.uk**

Date of completing the assessment: 18/2/2022

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: 18/2/2022

Signature of person completing the EqlA: Rochelle Hoyte

Date: 18/2/2022

Advice

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

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