

Committee Agenda



**Epping Forest
District Council**

Council Housebuilding Cabinet Committee Thursday, 5th March, 2015

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 Thursday, 5th March, 2015
at 6.30 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

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

Members:

Councillors D Stallan (Chairman), R Bassett, W Breare-Hall, Ms S Stavrou and G Waller

**MEMBERS ARE REMINDED TO BRING THEIR COPIES OF
THE DESIGN STANDARDS TO THE MEETING**

1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS

(Director of Governance) To report the appointment of any substitute members for the meeting.

3. DECLARATIONS OF INTEREST

(Director of Governance) To declare interests in any item on the agenda.

4. MINUTES (Pages 5 - 10)

To confirm the minutes of the last meeting of the Cabinet Committee held on 18 December 2014.

5. PHASE 2 - FUTURE USE OPTIONS (Pages 11 - 34)

(Director of Communities) To consider the attached report (CHB-014-2014/15).

6. FEASIBILITY STUDIES (REVISED) - CENTRE DRIVE (SITE B), EPPING AND QUEENS ROAD, NORTH WEALD (Pages 35 - 54)

(Director of Communities) To consider the attached report (CHB-015-2014/15).

7. STREET / BUILDING NAMING - PHASE 1 (Pages 55 - 60)

(Director of Communities) To consider the attached report (CHB-016-2014/15).

8. PROGRESS REPORT MARDEN CLOSE, FAVERSHAM HALL AND PHASE 1 (Pages 61 - 68)

(Director of Communities) To consider the attached report (CHB-017-2014/15).

9. FINANCIAL REPORTS (Pages 69 - 74)

(Director of Communities) To consider the attached report (CHB-018-2014/15).

10. PRIORITISATION OF POTENTIAL FUTURE SITES (Pages 75 - 82)

(Director of Communities) To consider the attached report (CHB-019-2014/15).

11. 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.

12. 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.

Confidential Items Commencement: Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers: Paragraph 8 of the 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 (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

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EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Council Housebuilding Cabinet **Date:** Thursday, 18 December 2014
Place: Council Chamber, Civic Offices, **Time:** 6.30 - 9.00 pm
High Street, Epping

Members Present: D Stallan (Chairman), R Bassett, G Waller, Ms H Kane and A Lion

Other Councillors: Mrs J H Whitehouse, J M Whitehouse, K Adams and Mrs A Grigg

Apologies: W Breare-Hall and Ms S Stavrou

Officers Present: P Pledger (Assistant Director (Housing Property)) and J Leither (Democratic Services Assistant)

Also in attendance: I Collins (Pellings LLP), N Penfold (Pellings LLP) and D Read (East Thames Group)

32. SUBSTITUTE MEMBERS

The Cabinet Committee noted that Councillor H Kane substituted for Councillor W Breare-Hall and Councillor A Lion substituted for Councillor S Stavrou.

33. DECLARATIONS OF INTEREST

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

34. MINUTES

Resolved:

(1) That the minutes of the meeting held on 18 November 2014 be taken as read and signed by the Chairman as a correct record.

35. FEASIBILITY REPORTS

The Chairman advised the Cabinet Committee that for items (c) Queens Road, North Weald and (d) Bluemans End, North Weald, that he would stand down as Chairman as he was a Ward Member for North Weald. Councillor R Bassett would assume the Chairmanship for these two items.

The Assistant Director of Housing (Property) presented a report to the Cabinet Committee, he advised that each of the sites were presented as individual feasibility studies, which identified the number of units and the mix that would be achievable for each site. At this stage, Members were asked to consider the merits of each site and agree which were to progress for inclusion in a future phase of the Council Housebuilding Programme in line with the Policy on Prioritisation of Sites.

The feasibility study for Lower Alderton Hall Lane, Loughton, was being re-presented to take account of the detailed tree survey that had been undertaken as suggested by the Cabinet Committee at its last meeting in October 2014.

For those sites that were not considered to be viable or unsuitable for redevelopment as part of the Council's House-building Programme, the Cabinet Committee would need to consider what future use should be investigated based on the following options:

- (a) To sell the site for social housing to a Housing Association in return for a capital receipt to fund future Council house-building and to gain nomination rights for Council housing applicants;
- (b) To sell the site for private development, either for residential or other use in return for a capital receipt to fund future Council house-building;
- (c) To divide up the site and sell the land to local residents to extend their private gardens in return for a capital receipt to fund future Council house-building;
- (d) To demolish the garages, re-surface and mark out the land and to leave the site as open car parking for local residents;
- (e) To sell the site to a Town or Parish Council for their own purposes (eg. public amenity space) in return for a capital receipt to fund future Council house-building; or
- (f) To continue to market and rent the garages to local residents.

During the discussion that took place after the feasibility studies had been reported, the Ward Members for site (a) Vere Road, Debden, Loughton, had made an observation to the Cabinet Committee regarding a bus stand at the end of Vere Road. They advised that this was a narrow road and when buses were at the bus stand it was difficult for larger vehicles to pass without going onto the paved areas of the garage forecourts and where buses also parked when the stand was full. In their opinion the road would need to be made wider to enable larger vehicles to pass the buses parked at the stand and they asked the Cabinet Committee to consider this at the detailed planning stage.

Decision:

(1) That the Cabinet Committee considers the viability of each of the 12 (twelve) individual feasibility studies taken from the Cabinet approved list of Primary Sites, or has since been agreed to be added to the list since, as listed below, for consideration for inclusion in a future phase of the Council House-building Programme;

(a) Vere Road, Debden, Loughton

That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

(b) 79 London Road, Stanford Rivers

That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

(c) Queens Road, North Weald

That the Cabinet Committee agreed the Queens Road, North Weald site be deferred to a future meeting of the Cabinet Committee for more information concerning reducing the proposed amount of units on the site and widening of the access to the site:

- (i) A revised feasibility study of the site reducing the number of units on the site. The Cabinet Committee suggested 13 x 3 bedroom houses, 2 storeys high from the proposed amount of 16 x 3 bedroom town houses, 3 storeys high; and
- (ii) To enable the access to the site to be widened, the Cabinet Committee requested firm costs for moving the adjacent substation.

(d) Bluemans End, North Weald

That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

(e) Stewards Green Road, Epping

That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage subject to a unilateral undertaking to carry out an Off Street Parking assessment.

(f) Parklands, Site A, B and C, Coopersale

Site A – That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

Site B – That the Cabinet Committee agreed this was not a viable site to progress to a detailed planning stage due to the need to relocate the high level of below ground services crossing this site and the associated costs involved. The Cabinet Committee therefore agreed that this site would continue to be marketed and the garages rented to local residents.

Site C – That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

(g) Centre Avenue, Epping

That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage subject to a unilateral undertaking to carry out an Off Street Parking assessment.

(h) Centre Drive, Site B, Epping

That the Cabinet Committee agreed the Centre Drive, Site B, Epping site be deferred to a future meeting of the Cabinet Committee for more information based on two options:

- (i) For a revised feasibility and viability study of the site reducing the number of units on the site from the proposed 2 x 3 bedroom, 2 storeys high houses to 1 x 3 bedroom, 2 storeys high house; and
- (ii) To carry out a valuation to sell the land with planning permission for 1 x 3 bedroom, 2 storeys high house.

(i) Springfield, Sites B and C, Epping

Site B – That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

Site C – That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

(2) That the Cabinet Committee considered a revised feasibility study and viability assessment for the site at Lower Alderton Hall Lane, Loughton, which takes account of the Cabinet Committees comments made at its October meeting for consideration for inclusion in a future phase of the Council House-building Programme:

(a) Lower Alderton Hall Lane, Loughton

That the Cabinet Committee agreed this was a viable site to progress to a detailed planning stage.

Reasons for Decision:

At its meeting in August 2014, the Cabinet Committee asked that each of the sites on the Primary List of approved sites be progressed to feasibility stage to create a bank of sites for future phases of the House-building Programme. The 13 sites included in this report, made up of one site at Lower Alderton Hall Lane, Loughton that is a revised design previously considered by the Cabinet Committee in October 2014, an additional site in Vere Road, Loughton, identified in the Debden Town Centre and Broadway Redevelopment Option Report, a new site at 79 London Road, Stanford Rivers recently repurchased by the Council by agreement of the Cabinet in October 2014, and a further 10 sites from the original list of 65 sites approved by the Cabinet in 2012. Each site is presented on its own merits at this stage. However, when all of the feasibility studies have been considered, the Cabinet Committee will then be asked to batch the sites in line with the Policy on Prioritisation of Sites.

Other Options Considered and Rejected:

- (1) Not to progress with any of the schemes presented in this report.
- (2) To develop the sites with a different number of homes, or with an alternative mix of property types or parking allocation.

36. CODE FOR SUSTAINABLE HOMES REPORT

The Assistant Director of Housing (Property) presented a report to the Cabinet Committee he advised that the Code for Sustainable Homes (The Code), a Government scheme that encouraged sustainable design for any new housing development, became operational in April 2007. As part of the Council's Development Strategy, the Council had adopted Code 3 as the standard for its future affordable homes programme. However, the Safer, Greener and Transport Portfolio Holder had asked that a report be considered on the possibility of developing to Code 4, similar to the standard adopted by all inner London Authorities. This was supported by the Cabinet Committee at its meeting in April 2014, however, it was agreed that Code 3 should continue to be the standard for Phase 1.

The Government have now announced its intention to introduce, in around April 2015, a new set of Building Regulations, which would likely lead to the Code being abolished. The details of what can be expected in the new Building Regulations are still only at the consultation stage. However, the new Building Regulations were widely anticipated to be set at an equivalent standard as Code 4.

Anticipating the expected changes planned to the Building Regulations in 2015, Pellings LLP have produced a comparison report on the main differences between Code 3 and Code 4 which suggests an estimate of between £1,000 and £1,500 per property as the difference between the two Code levels.

In view of the low increased cost of meeting Code 4, and the fact the Building Regulations are almost certainly going to force a change to a standard equivalent to Code 4 at some point in 2015, it was recommended that for all future phases of the Council Housebuilding Programme, starting with the Phase 2 development at Burton Road, Loughton, the Council adopts Code 4 as the standard for sustainable design, based on a "Fabric First" approach until such time as the new Building Regulations are introduced in 2015, when the standards will need to be reviewed again.

Decision:

(1) That all future phases of the Council House-building Programme, starting with the Phase 2 development at Burton Road, Loughton, the Council adopts Code 4 as its standard for sustainable design, based on a "Fabric First" approach until such time as the new Building Regulations are introduced in 2015, when the standards will be reviewed again.

Reasons for Decision:

This report has been prepared at the request of the Safer, Greener and Transport Portfolio Holder, and was supported by the Cabinet Committee at its meeting in April 2014. Additionally, it is anticipated that the Government will abolish the Code for Sustainable Homes and its measures incorporated within the Building Regulations when launched at some point during 2015.

Other Options Considered and Rejected:

Not to adopt Code 4 and to continue to design to Code 3 until such time as the revised Building Regulations are launched and become mandatory later in 2015.

37. DEVELOPMENT STRATEGY UPDATE

The Assistant Director of Housing (Property) presented a report to the Cabinet Committee he advised that within the Terms of Reference of the Housebuilding Cabinet Committee, it stated that the Committee would consider and recommend to the Cabinet the Development Strategy for the Council's House-building Programme on an annual basis. East Thames, as part of their appointment, were required to prepare the Development Strategy on behalf of the Council and update it annually.

The Cabinet Committee were asked to recommend the contents of the Development Strategy as set out in Appendix 1 of the Agenda and to recommend its approval to the Cabinet.

Decision:

(1) That the Development Strategy update, formulated by the Council's Development Agent in conjunction with Council Officers, be considered; and

(2) That the Housebuilding Cabinet Committee recommends to the Cabinet that the Development Strategy update be approved.

Reasons for Decision:

Approval of the Development Strategy remains the responsibility of the Cabinet. However the Housebuilding Cabinet Committee is required to consider and then recommend its approval to the Cabinet.

Other Options Considered and Rejected:

Not to adopt the contents of the Strategy in the format presented and alter any of its statements, targets, standards, procedures or assumptions.

38. ANY OTHER BUSINESS

The Cabinet Committee noted that there was no other urgent business for consideration.

39. EXCLUSION OF PUBLIC AND PRESS

The Cabinet Committee noted that there were no items of business on the agenda that necessitated the exclusion of the public and press from the meeting.

CHAIRMAN

Report to the Council Housebuilding Cabinet Committee



Report reference: CHB-014-2014/15
Date of meeting: 5 March 2015

**Epping Forest
District Council**

Portfolio: Housing – Cllr David Stallan

Subject: Phase 2 Feasibility Report – Future Use of Burton Road Development Site

Responsible Officer: Paul Pledger, Assistant Director (Housing Property & Development) (01992 564248)

Democratic Services Officer: Jackie Leither (01992 564756)

Recommendations:

- (1) That the Cabinet Committee considers from the following options the future use, or approach, that is to be adopted for the development site at Burton Road, Loughton, following the decision of the Area Planning Sub-Committee (South) to refuse planning permission for Phase 2 of the Council's house-building Programme:
- a. To request the Council's Development Agent to submit an appeal to the Secretary of State, against the decision to refuse planning permission to deliver a scheme for 52 new affordable homes with 50% unallocated parking *"by reason of its bulk, design and density in terms of numbers of dwellings, the proposal would have an overbearing relationship with neighbouring land and detriment of the visual amenities of the locality"* at an estimated cost of between £7,500 and £68,875 (excluding VAT and disbursements) depending on which format the appeal is heard, funded in full by the Council from the House-building capital programme;
 - b. To submit a revised planning application for a scheme consisting of 43 new affordable homes with 100% unallocated parking (attached as Option 1 at appendix 1), as set out in the feasibility report, at an estimated cost of £8,058,476 that will require an increased subsidy of around £2,236,000 (£52k per unit) based on a 30-year pay-back period;
 - c. To submit a revised planning application for a scheme similar to that previously submitted, consisting of 52 new affordable homes and 50% unallocated parking (attached as Option 2 at appendix 2) but addressing the reasons for refusal by reducing its bulk, altering its design and overall height so as to reduce any impact on the neighbouring land and any detriment of the visual amenities of the locality, all as set out in the feasibility report at an estimated cost of £9,255,439 which will require an increased subsidy of around £2,184,000 (£42k per unit) based on a 30-year pay-back period;
 - d. Having regard to the options set out in the Cabinet's agreed *"Policy on the Future Use of Sites Unsuitable for Redevelopment"*

- i. To sell the site for social housing to a Housing Association in return for a capital receipt to fund future Council house-building and to gain nomination rights for applicants on the Council's housing register;
 - ii. To sell the site for private development, either for residential or other use in return for a capital receipt to fund future Council house-building;
 - iii. To divide up the site and sell the land to local residents to extend their private gardens in return for a capital receipt to fund future Council house-building;
 - iv. To demolish the garages, re-surface and mark out the land and to leave the site as open car parking for local residents;
 - v. To sell the site to a Town or Parish Council for their own purposes (eg. public amenity space) in return for a capital receipt to fund future Council house-building;
- (2) That, should the Cabinet Committee agree to submit a new planning application in line with recommendation 1b above, then the Director of Communities be delegated authority to enter into negotiations with:
- a. the HCA over the required reduction in Affordable Housing Grant that would apply; and
 - b. the NHS over an appropriate level of contribution for health for inclusion in any Unilateral Undertaking bearing in mind the reduced number of properties to be developed;
- (3) That, should the Cabinet Committee agree to submit a new planning application in line with either of Recommendations 1a or 1b above, then the Housing Portfolio Holder be authorised to submit a detailed planning application for the appropriate scheme.
- (4) That, should the Cabinet Committee agree to pursue any of the options within Recommendation 1(d) above, a further report be considered by the Cabinet Committee at a future meeting on delivering the preferred option.

Executive Summary:

Following the refusal of planning permission for the proposed development at Burton Road, Loughton, this report sets out the options, risks and costs where applicable, which include appealing the original planning decision, resubmitting a planning application for an alternative scheme, selling the site, or creating open parking on the land.

Reasons for Proposed Decision:

The Cabinet Committee has to decide on the future use of the development site at Burton Road since the planning application for Phase 2 of the Council House-building programme was refused permission at the Area Planning Sub-Committee (South) on 7 January 2015.

Other Options for Action:

The report sets out all of the options that are available, including the advantages, disadvantages and costs for each option.

Background

1. On 7 January 2015, the Area Planning Sub-Committee (South) considered and refused planning permission for Phase 2 of the Council's House-building Programme at Burton Road, Loughton consisting of 52 new affordable homes for applicants on the Council's housing register. The decision is recorded as *"by reason of its bulk, design and density in terms of numbers of dwellings, the proposal would have an overbearing relationship with neighbouring land and detriment of the visual amenities of the locality"*
2. In line with the Policy on the Future Use of Development Sites Unsuitable for Development agreed in April 2014, the Cabinet Committee now needs to decide the future use of the development site at Burton Road, Loughton. Set out below are a number of options for consideration, including advantages, disadvantages and where available the estimated costs associated with each.

Appeal Against the Planning Decision

3. Any applicant is entitled to submit an appeal to the Secretary of State against a decision relating to a planning application. The Council has never before appealed against its own decision. However, in this instance, the application for Phase 2 of the Council's house-building programme was submitted in the name of East Thames Group (ETG), who is the Council's appointed Development Agent and they could be requested to submit an appeal, funded in full by the Council (since it is the Council that funds the Housebuilding Programme).
4. When submitting an appeal, applicants can ask for the case to be dealt with as a Written Representation, a Hearing or an Enquiry. If the Council is to take any of these appeal options it is important to note that the Council will have to pay for not only the Consultants fees and disbursements to prepare and present the appeal but also the fees associated with defending it. There are a number of differences for each of the appeal processes, which are set out below:
 - a. Written Representation – Where both the applicant (ETG) and the Council submit a written statement of case including all supporting documentations. The appointed Planning Inspector will then consider the documents, often visiting the site before reaching a decision. This can take between 3 and 6-months from submission before a decision is reached. ETG have estimated the cost of submitting a Written Representation to be around £5,000, and the cost of defending the appeal is estimated to be in the region of £2,500
 - b. Hearing – A simple examination of the matters arising under the appeal, normally where evidence does not need to be tested under cross examination. A hearing is normally heard over one day, and is led by the Planning Inspector. This can take between 6 and 9-months from submission before a decision is reached. ETG have estimated the cost of submitting an appeal and attending the hearing to be around £27,500 (excluding VAT and disbursements), and the cost of defending the appeal is estimated to be in the region of £4,500

- c. Public Inquiry – This is similar to a hearing. However, this requires the appointment of legal representation in the form of a Barrister on each side for the purpose of cross examination of evidence. This can take between 9 and 12-months from submission before a decision is reached. ETG have estimated the cost of submitting an appeal and attending the Public Inquiry to be around £34,375 plus £15,000 for Legal Representation (excluding VAT and disbursements) and the cost of defending the appeal is estimated to be in the region of £4,500 plus £15,000 for its own legal representation.
5. The Cabinet Committee does not have delegated authority to submit an appeal. Therefore, if the decision of the Cabinet Committee is to appeal, then on a point of procedure, it must seek the approval of Council. Any appeal must be submitted by 7 July, being 6-months after the decision was reached.
6. The main risks associated with submitting an appeal is that the Planning Inspector may decide to uphold the decision of the Area Planning Sub-Committee (South), in which case there would not only be a substantial delay in the house-building programme, but there would also be a significant amount of abortive fees. The risk to the Council's reputation over appealing against its own decision should also not be overlooked.

To submit a revised planning application for a scheme consisting of 43 new affordable homes with 100% unallocated parking (Option 1)

7. Attached at Appendix 1 is a feasibility study, which considers an alternative design for the site based on a 43-home scheme with 100% unallocated parking. Whilst this does address the reasons for refusal, and also addresses objections raised by local residents in response to the planning application, it is less favourable to the Council's Planning Officers due to the large banks of open parking and its impact on the environment.
8. The main differences between this design and the original that was refused planning permission in January is the loss of 3 flats to one end of Block C to create one bank of parking spaces, the removal of the four top-floor flats reducing the overall height to 3-stories and the loss of 2x3-bed houses to create a second bank of parking spaces so as to achieve 100% parking across the whole scheme. There is a loss of amenity space as a result of this design change in order to accommodate the additional parking.
9. The schedule of materials, fenestration and overall elevational treatment will need to be considered in more detail to take account of the design changes.
10. From the financial Investment Report at appendix 3, the Total Scheme Costs for a 43-home scheme is £8.06m, which is made up of £7.2m works costs and £0.86m fees.
11. The financial target of loan repayment in Year 30 can be achieved providing it receives subsidy of £2.24m. The subsidy per unit equates to £52k
12. The additional design fees payable to ETG and their Architects for preparing a revised set of drawings and details and re-submitting the planning application will be £21,550 plus VAT. There are no additional planning application fees if resubmitted before 7 January 2016.
13. Should this option be agreed by the Cabinet Committee, there will be a resultant loss of HCA Affordable Housing Grant. For estimating purposes, a reduced rate of £12,500 per flat can be assumed. However, this will require negotiating with the HCA.

14. The Cabinet Committee has already agreed to make a contribution to the NHS for healthcare provision within the District, albeit based on a 52-unit scheme. Should that be reduced to 43 homes as a result of this option then the Council would need to negotiate with the NHS over an alternative amount of financial contribution and enter into a new Unilateral Undertaking.
15. Since the land has already been appropriated, 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, then this will not be required again if this option is agreed.
16. The main risks associated with this option are that the revised scheme may not be seen as going far enough to overcome the concerns of the Area Planning Sub-Committee (South) and is once again refused planning permission by the Sub-Committee, resulting in further abortive fees.

To submit a revised planning application, for a scheme consisting of 52 affordable homes and 50% unallocated parking, but reduced in height, scale and massing (Option 2)

17. Attached at Appendix 2 is a feasibility study, which considers an alternative design for the site based on a reduction in height, scale and massing, yet still achieves 52 new affordable homes and 50% unallocated parking. Whilst this does address the majority of the reasons for refusal, it does not address concerns over density. The scheme does not increase the parking allocation either, although it should be noted that this was not a reason for refusal.
18. From the Financial Investment Report at Appendix 3, the Total Scheme Costs for this revised scheme consisting of 52 new affordable homes is £9.26m, which is made up of £8.25m works costs and £1.01m fees.
19. The financial target of loan repayment in Year 30 can be achieved providing it receives subsidy of £2.18m. The subsidy per unit equates to £42,000
20. The additional design fees payable to ETG and their Architects for preparing a revised set of drawings and details and re-submitting the planning application will be £21,550 plus VAT. There are no additional planning application fees if resubmitted before 7 January 2016.
21. Should this option be agreed by the Cabinet Committee, it would mean the existing HCA affordable Housing Grant would remain the same as would the financial contribution to the NHS towards healthcare in the district.
22. As with the option above, since the land has already been appropriated, then this will not be required again if this option is agreed.
23. The main risks associated with this option are, again that the revised scheme does not go far enough to overcome the concerns of the Area Planning Sub-Committee (South) and is once again refused planning permission, resulting in abortive fees.

To sell the site for affordable rented housing to a Housing Association in return for a capital receipt

24. Should the Cabinet Committee opt to sell the site, then one option would be to sell it to one of the Council's Preferred Housing Association Partners, for them to develop the site

for affordable housing, from which the Council could obtain nomination rights. This would benefit the Council by way of a capital receipt for the land value, which could be used to fund other Council House-building developments.

25. The value of the land has not been assessed; therefore, should this option be agreed by the Cabinet Committee, it would mean a separate financial viability study would need to be undertaken to establish a land value and consideration of the most appropriate way to appoint the housing association.
26. The main drawback is the fact the Council will not retain the affordable rent for the homes that are built, and that a similar number of homes will have to be put into the Council Housebuilding Programme to replace these ones taken out. There is also the consideration that a housing association could submit plans for more homes to be delivered on the site.
27. Since the Council has secured HCA Affordable Housing Grant for the delivery of affordable housing on the site based on a firm scheme, officers are also of the view that this would cause reputational difficulties with the HCA, bearing in mind that this is only the first scheme where grant has been secured, and could result in the not agreeing any future affordable housing grant applications from the Council.

To sell the site for private development in return for a capital receipt

28. The benefits, drawbacks and risks associated with this option are similar to those above. However, the land value would be higher; no more than 40% affordable homes are likely to be provided; and the potential for a private developer submitting plans for more units on the site is greater.

To divide up the site and sell the land to local residents to extend their private gardens in return for a capital receipt

29. Whilst this option appears in the policy for the Future Use of Development Sites Unsuitable for Development, in this instance this option is not ideally suited since the site backs on to a row of flat blocks where the gardens are back to back.
30. Since the land would be sold for private gardens, the value would be very low and reaching agreements with all of the individual occupiers of the flats would be near impossible. The cost of drawing up legal agreements would almost offset any value in the land.

To demolish the garages, re-surface and mark out the land and to leave the site as open car parking for local residents

31. With Debden Station so close, and with the adjacent shopping parade at Debden Broadway, the land could be utilised as an extension of the "Pay and Display" car park. This would create a revenue income for the Council, but it would require the land to be transferred from the HRA to the General Fund, for an appropriate fee.
32. Such an option will not provide any much needed affordable housing in the district, and as with selling the site, there is a risk that the HCA will frown upon any future affordable housing grant applications from the Council, as the allocation has been based on a firm bid.

To sell the site to a Town or Parish Council for their own purposes (eg. public amenity space) in return for a capital receipt.

33. Whilst this could be viable option, this is likely to generate a significant capital receipt on the scale of selling to a private developer or an ongoing revenue income similar to what could be realised from car parking charges, and as such is not recommended.

Resource Implications:

Should either of the redesign options be approved by the Committee then the resource implications would be £8.06m or £9.26m depending on which of the two options is agreed. This will be in addition to any design fees payable to the Council's Development Agent, estimated to be £21,550. This would be funded from the existing Capital Programme for 2014/15 and 2015/16 inclusive of works and fees, using £2.236m or £2.184m subsidy (again, dependant on the option agreed by the Committee) in line with the Council's Development Strategy for the House-building Programme.

The cost of submitting an appeal would be between £7,500 and £70,000 (plus VAT and disbursements). The capital receipt for the sale of the site has not been calculated at this stage.

Legal and Governance Implications:

Within its Terms of Reference, the House-Building Cabinet Committee is expected to consider the Future Use of Development Sites Unsuitable for Development as well as agreeing each feasibility study.

The Cabinet Committee is expected to follow the Financial Regulations and Contract Standing Orders when disposing of an asset, which means obtaining the best value.

Safer, Cleaner and Greener Implications:

The site being considered currently has garage blocks, rented to garage tenants, but not necessarily adjacent to the blocks. A large proportion of the site contains a former Council depot and garages which are either vacant or not used to park vehicles (Source: ECC Parking Standards) Redeveloping this former depot site, garages and amenity land will add value to and enhance the local environment and streetscape.

Consultation Undertaken:

Local Ward Councillors and residents have been consulted on a previous scheme through the feasibility process and planning application. They will again be consulted at the meeting on the options being put forward.

Background Papers:

- Previous Cabinet Committee decisions relating to the site;
- Development Strategy;
- Policy on Funding the House-building Programme;
- Policy on the Future Use of Development Sites Unsuitable for Development;
- Planning decision relating to the original application.

Impact Assessments:

Risk Management

The risks are identified against each of the options within the body of the report.

Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **unlawful discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

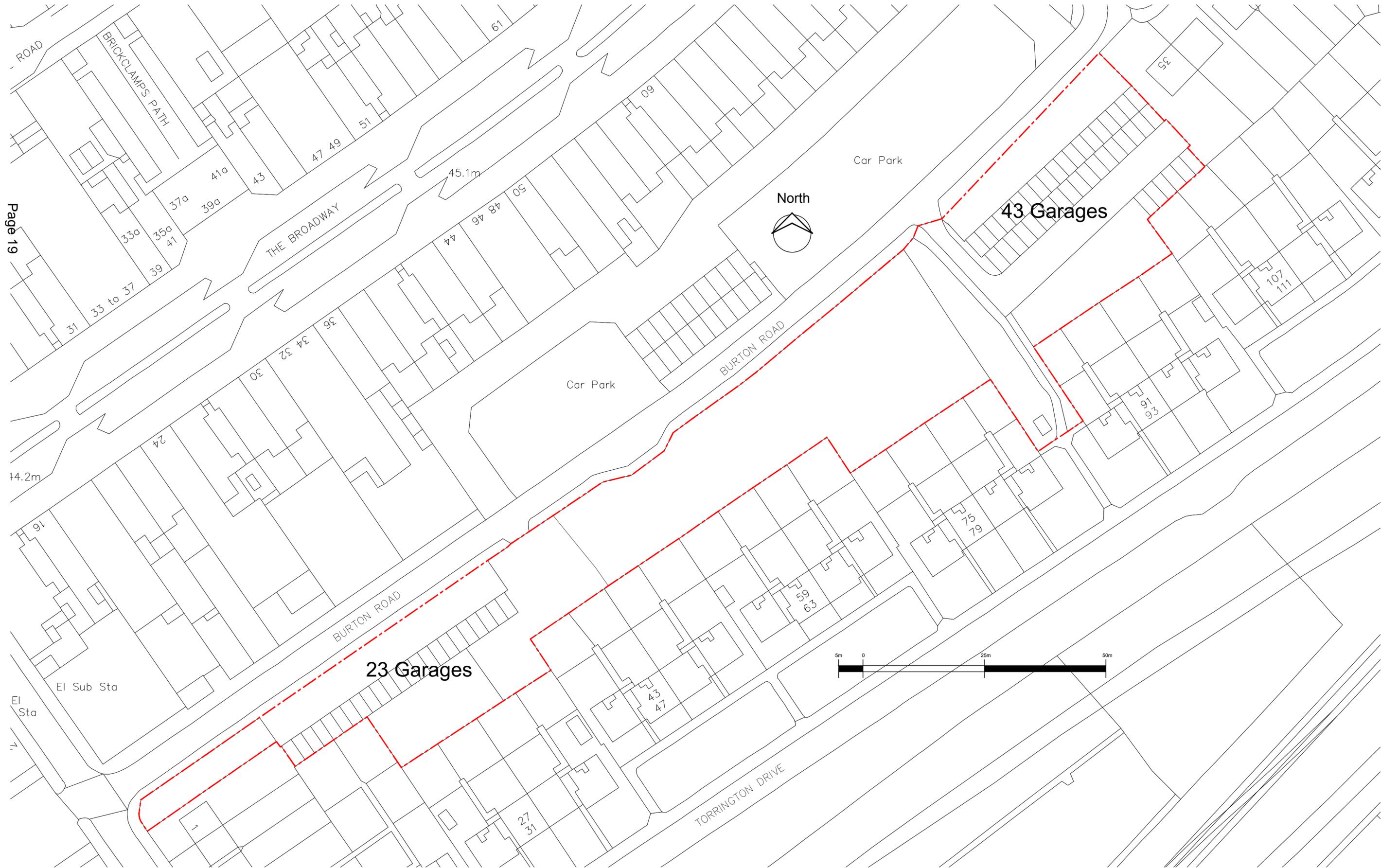
Within the Housing Service Strategy, it has been identified that the target groups that are affected by the Council's house building programme are people in need of:

- Affordable Housing,
- Homelessness assistance,
- Supported housing for special needs groups,
- Owners and occupiers of poor condition housing
- Council and housing association tenants.

From that, it was identified that generally, there is an under provision of suitable accommodation for nearly all target groups. This has been reaffirmed in the most recent Strategic Housing Market Assessment.

Decision making is affected by funding and other factors, such as the availability of building land suitable for particular groups e.g. the elderly or young families.

There is no evidence of unlawful discrimination in relation to the provision of affordable housing.

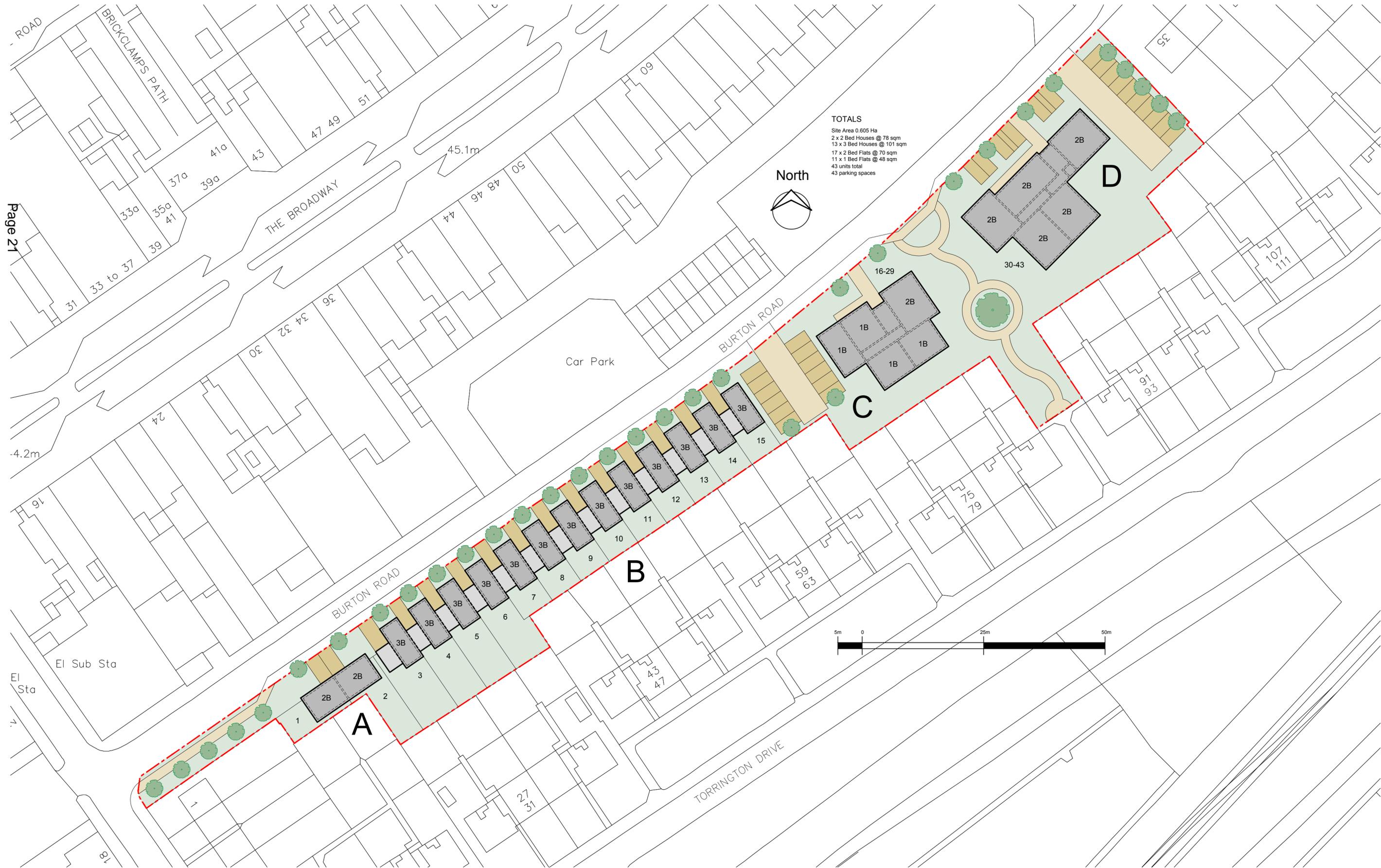


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PRELIMINARY

<table border="1"> <thead> <tr> <th>Rev</th> <th>Date</th> <th>Description</th> <th>Name</th> </tr> </thead> <tbody> <tr> <td>-</td> <td>---</td> <td></td> <td></td> </tr> </tbody> </table>	Rev	Date	Description	Name	-	---				<p>Pellings LLP 24 Wilmore Road Bromley Kent BR1 1RY t 020 8460 9114 f 020 8313 0019 e bromley@pellings.co.uk www.pellings.co.uk</p> <p>Architecture & Planning ■ Building Surveying ■ Project Management ■ Cost Consultancy ■ CDM Co-ordination</p>
Rev	Date	Description	Name							
-	---									
<p>CLIENT: East Thames HA</p>		<p>PROJECT: EFDC House Building Programme</p>								
<p>TITLE: Existing Plan Burton Road Amalgamated Site</p>		<table border="1"> <thead> <tr> <th>DATE</th> <th>SCALE</th> <th>DRAWN</th> <th>CHK</th> </tr> </thead> <tbody> <tr> <td>JAN 2015</td> <td>1:500 @A2</td> <td>NP</td> <td></td> </tr> </tbody> </table>	DATE	SCALE	DRAWN	CHK	JAN 2015	1:500 @A2	NP	
DATE	SCALE	DRAWN	CHK							
JAN 2015	1:500 @A2	NP								
		<p>DRAWING NO: 612 023 P2-30</p>								

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PRELIMINARY

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CLIENT	East Thames HA	PROJECT	EFDC House Building Programme
TITLE	Proposed Plan Burton Road Amalgamated Site Post Planning Option 2	DATE	JAN 2015
DRAWING NO.	612 023 P2-32	SCALE	1:500 @A2
		DRAWN	NP
		CHK	

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Stage C Burton Road Amalgamated Sites - Epping Forest (Rev A) OPTION 2

Gross Internal floor area	Nr	m2	ft2	
Affordable Flat Units	28	2,062	22,191] see below for] accom schedule
Affordable House Units	15	1,469	15,812	
TOTAL GIA	43	3,531	38,003	

Item	Element	Qty	Unit	Rate £/unit	Total £
1.00 Enabling Works					
1.01	Demolition of existing garages	66	Nr	850	56,100
1.02	Allowance for removal of asbestos	66	nr	350	23,100
1.03	Site clearance	5,990	m ²	15	89,850
				Sub-total	169,050
2.00 Affordable Flat units (35nr units)					
2.01	Flats Private areas	1,718	m ²	1,150	1,975,700
2.02	Flats communal areas (20% allowed)	344	m ²	750	257,700
				Sub-total	2,233,400
3.01 Affordable House units (17nr units)					
3.01	House areas	1,469	m ²	1,050	1,542,450
				Sub-total	1,542,450
4.00 Abnormals (Extra Over allowances)					
4.01	Allowance for contaminated ground		item		Excluded
4.02	Extra Over for wall:floor ratio (> 85%)	1,636	m ²	250	409,000
4.03	Allowance for enhanced external wall finish		m ²	30	no allowance
4.04	Extra for wheelchair unit adaptations		nr	3,500	no allowance
4.05	Allowance for a lift to serve all the flats		nr		Excluded
4.06	Measures to achieve CfSH Level 4	52	nr	2,500	130,000
4.07	Remove existing tarmac and concrete areas	1,786	m ²	20	35,720
4.08	Allow for terraces	190	m ²	150	28,500
4.09	Walls to terraces 1.5m high	37	m	211	7,807
4.10	Walls to terraces 3.0m high	42	m	346	14,532
4.11	Balconies to flats; 7m ² each	16	Nr	3,000	48,000
4.12	Sedum green roofs	801	m ²	150	120,150
				Sub-total	793,709
External Works		(see build up overleaf)			£978,134
Contractor's Preliminaries					
	Site set up, running costs, management, etc.	98	weeks	£7,230	£708,540
	Scaffolding	4,637	m ²	£30	£139,110
	Hoarding	630	m ²	£60	£37,800
				Sub-total	£885,450
5.00 External Works					
5.01	Private gardens (incl. fencing)	937	m ²	45	42,165
5.02	Communal areas	2,154	m ²	25	53,850
5.03	Allowance for designated play space		item		Excluded
5.04	Access road, parking and turning	915	m ²	65	59,475
5.05	Pedestrian paving	334	m ²	45	15,030
5.06	Cross over / highways adaptations	1	item	30,000	30,000
5.07	Boundary treatment (fencing/walls)	630	m	120	75,600
5.08	External bins store areas allowance for 52 sets of bins, including hardstanding areas and walls	52	nr	3,758	195,390
5.09	Set of external steps 5 in total including handrails	2	nr	2,247	4,495

**Indicative Estimate of Cost
for East Thames HA**



Stage C Burton Road Amalgamated Sites - Epping Forest (Rev A) OPTION 2

5.11 Extra over for formking 1.5m wide ramp including handrails	16 m	675	10,800
5.12 Cycle storage rack	38 nr	160	6,080
5.13 Surface (stormwater) drainage	2,999 m ²	40	119,960
5.14 Foul water drainage	3,531 m ²	65	229,489
Semi mature trees	29 nr	200	5,800
5.15 Attenuation tanks etc			Excluded
5.16 Utilities mains supplies	52 nr	2,500	130,000
		Sub-total	978,134
		£/m2	£/ft2
INDICATIVE CONSTRUCTION COST		1,870	1,870
			6,602,193
6.01 Client FF&E (white goods, etc.)	Item		Excluded
6.02 Telecoms / ICT / Security	Item		Excluded
6.03 Contingency Allowance		5.0%	£330,110
6.04 Contractor's Design Fees		4.0%	£264,088
	Totals		7,196,390
	£/unit (ave)	£/m2	£/ft2
TOTAL INDICATIVE CONSTRUCTION COST	167,349	2,038	189
			7,196,000

Refer Overleaf for Clarifications, Assumptions and Exclusions

Stage C Burton Road Amalgamated Sites - Epping Forest (Rev A) OPTION 2

Accommodation Schedule

Flats/Maisonettes				
1B 2P Flat	11 Nr	48 m ²	528	
2B 4P Flat	17 Nr	70 m ²	1,190	
	<u>28 Nr</u>		<u>1,718</u>	
Allowance for communal space		20%	344	2,062
Houses				
3B 5P House	2 Nr	78 m ²	156	
3B 5P 3 storey House	13 Nr	101 m ²	1,313	1,469
	<u>15 Nr</u>			<u>3,531</u>

Clarifications and Assumptions

Estimate based on Pellings LLP Feasibility drawing ref 612.023 P2 32

GIAs are approximate due to early stage of design

Costs are based on a Q1 2015 start on site

Costs are based on a Single Stage Competitive D&B procurement route

Costs are based on a Contractor 'best programme' contract period

All units assumed to achieve Code for sustainable Homes Level 4

Cost include for OH&P @ 7%

It is assumed that a traditional construction (concrete strip foundations, brick/block walls, timber floor structure, sloped tiled

Contractors design fees are based upon appointment with planning consent under JCT D&B contract

Assumed no Party Wall or Rights of Lights issues

Assumed no Asbestos removal required over and above £26,400

Nominal allowance of 20% for communal space in residential apartment blocks

No allowance has been made for a passenger lift

No allowance has been made for designated child play space

Exclusions

Clients professional fees (including statutory fees)

VAT

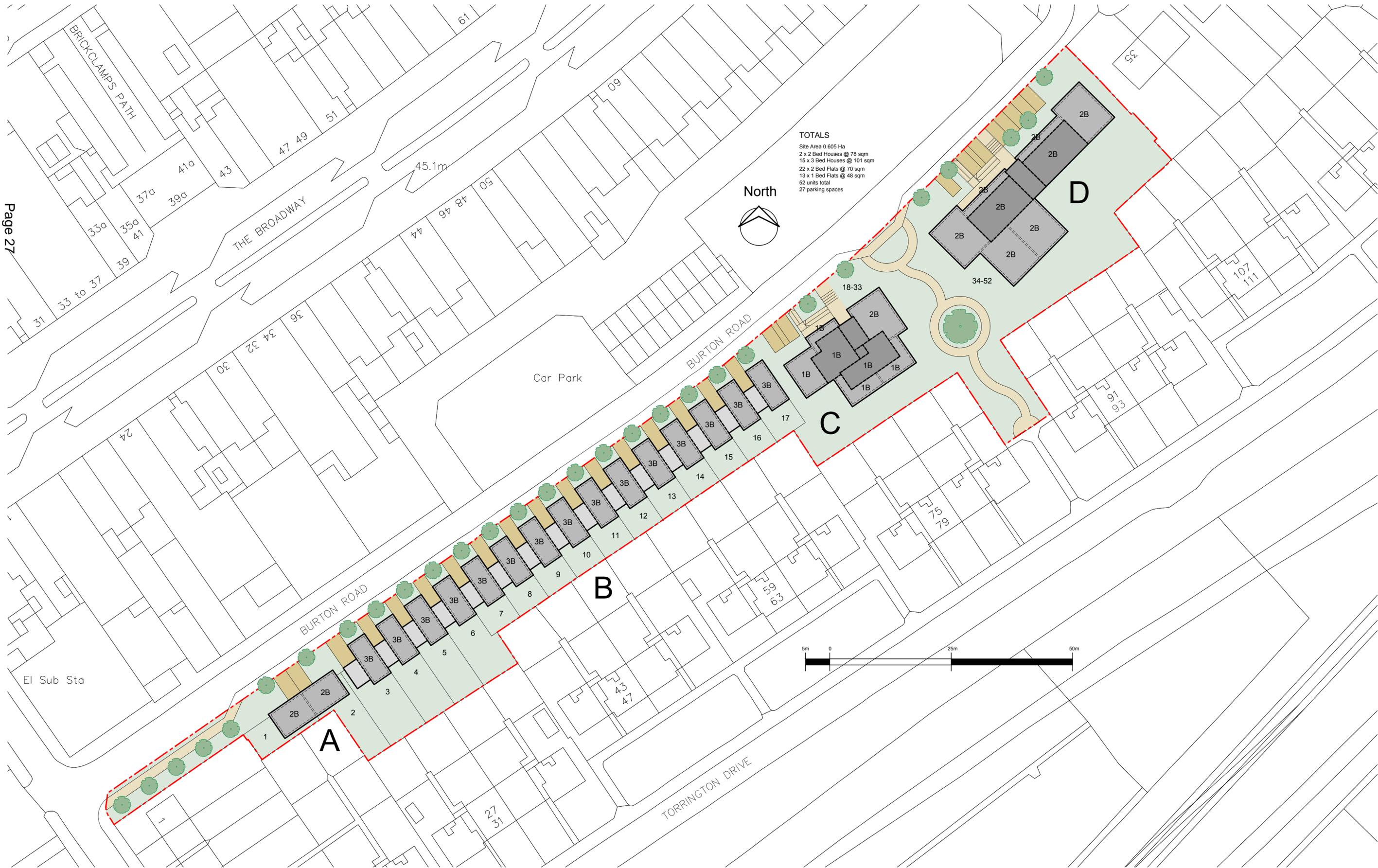
Excludes any off-site works

Provision of loose fittings and furnishings

Costs of compliance of any conditions imposed by TFL or other statutory bodies

Costs of Section 106, S108, S278 Agreement(s) or Community Infrastructure Levy charges

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TOTALS
 Site Area 0.605 Ha
 2 x 2 Bed Houses @ 78 sqm
 15 x 3 Bed Houses @ 101 sqm
 22 x 2 Bed Flats @ 70 sqm
 13 x 1 Bed Flats @ 48 sqm
 52 units total
 27 parking spaces

PRELIMINARY

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CLIENT East Thames HA		PROJECT EFDC House Building Programme	
TITLE Proposed Plan Burton Road Amalgamated Site Post Planning Option 1		DATE JAN 2015	SCALE 1:500 @A2
DRAWING NO. 612 023 P2-31		DRAWN NP	CHK

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Stage C Burton Road Amalgamated Sites - Epping Forest (Rev A)

Gross Internal floor area	Nr	m2	ft2
Affordable Flat Units	35	2,597	27,952
Affordable House Units	17	1,671	17,987
TOTAL GIA	52	4,268	45,939

] see below for accom schedule

Item	Element	Qty	Unit	Rate £/unit	Total £
1.00 Enabling Works					
1.01	Demolition of existing garages	66	Nr	850	56,100
1.02	Allowance for removal of asbestos	66	nr	350	23,100
1.03	Site clearance	5,990	m ²	15	89,850
Sub-total					169,050
2.00 Affordable Flat units (35nr units)					
2.01	Flats Private areas	2,164	m ²	1,150	2,488,600
2.02	Flats communal areas (20% allowed)	433	m ²	750	324,600
Sub-total					2,813,200
3.01 Affordable House units (17nr units)					
3.01	House areas	1,671	m ²	1,050	1,754,550
Sub-total					1,754,550
4.00 Abnormals (Extra Over allowances)					
4.01	Allowance for contaminated ground		item		Excluded
4.02	Extra Over for wall:floor ratio (> 85%)	1,786	m ²	250	446,500
4.03	Allowance for enhanced external wall finish		m ²	30	no allowance
4.04	Extra for wheelchair unit adaptations		nr	3,500	no allowance
4.05	Allowance for a lift to serve all the flats		nr		Excluded
4.06	Measures to achieve CfSH Level 4	52	nr	2,500	130,000
4.07	Remove existing tarmac and concrete areas	1,786	m ²	20	35,722
4.08	Allow for terraces	219	m ²	150	32,850
4.09	Walls to terraces 1.5m high	43	m	211	9,073
4.10	Walls to terraces 3.0m high	48	m	346	16,608
4.11	Balconies to flats; 7m ² each	20	Nr	3,000	60,000
4.12	Extra over for cladded external wall finish to top storey of flats.	345	m ²	30	10,350
4.13	Sedum green roofs	562	m ²	150	84,300
Sub-total					825,403
External Works		(see build up overleaf)			£1,010,653
Contractor's Preliminaries					
	Site set up, running costs, management, etc.	110	weeks	£7,230	£795,300
	Scaffolding	5,414	m ²	£30	£162,420
	Hoarding	630	m ²	£60	£37,800
Sub-total					£995,520
5.00 External Works					
5.01	Private gardens (incl. fencing)	1,029	m ²	45	46,305
5.02	Communal areas	2,240	m ²	25	56,000
5.03	Allowance for designated play space		item		Excluded
5.04	Access road, parking and turning	454	m ²	65	29,510
5.05	Pedestrian paving	806	m ²	45	36,270
5.06	Cross over / highways adaptations	1	item	30,000	30,000
5.07	Boundary treatment (fencing/walls)	630	m	120	75,600
5.08	External bins store areas allowance for 52 sets of bins, including hardstanding areas and walls	52	nr	3,758	195,390

Stage C Burton Road Amalgamated Sites - Epping Forest (Rev A)

5.09 Set of external steps 5 in total including handrails	2 nr	2,247	4,495
5.11 Extra over for formking 1.5m wide ramp including handrails	16 m	675	10,800
5.12 Cycle storage rack	38 nr	160	6,080
5.13 Surface (stormwater) drainage	2,675 m ²	40	106,996
5.14 Foul water drainage	4,268 m ²	65	277,407
Semi mature trees	29 nr	200	5,800
5.15 Attenuation tanks etc			Excluded
5.16 Utilities mains supplies	52 nr	2,500	130,000
		Sub-total	1,010,653
		<u>£/m2</u>	<u>£/ft2</u>
INDICATIVE CONSTRUCTION COST		1,773	1,773
			7,568,376
6.01 Client FF&E (white goods, etc.)	Item		Excluded
6.02 Telecoms / ICT / Security	Item		Excluded
6.03 Contingency Allowance		5.0%	£378,419
6.04 Contractor's Design Fees		4.0%	£302,735
	Totals		8,249,530
	<u>£/unit (ave)</u>	<u>£/m2</u>	<u>£/ft2</u>
TOTAL INDICATIVE CONSTRUCTION COST	158,654	1,933	180
			8,250,000

Refer Overleaf for Clarifications, Assumptions and Exclusions

Stage C Burton Road Amalgamated Sites - Epping Forest (Rev A)

Accommodation Schedule

Flats/Maisonettes				
1B 2P Flat	13 Nr	48 m ²	624	
2B 4P Flat	22 Nr	70 m ²	1,540	
	<u>35 Nr</u>		<u>2,164</u>	
Allowance for communal space		20%	433	2,597
Houses				
3B 5P House	2 Nr	78 m ²	156	
3B 5P 3 storey House	15 Nr	101 m ²	1,515	1,671
	<u>17 Nr</u>			<u>4,268</u>

Clarifications and Assumptions

Estimate based on Pellings LLP Feasibility drawing ref 612.023 P2 31

GIA is approximate due to early stage of design

Costs are based on a Q1 2015 start on site

Costs are based on a Single Stage Competitive D&B procurement route

Costs are based on a Contractor 'best programme' contract period

All units assumed to achieve Code for sustainable Homes Level 4

Cost include for OH&P @ 7%

It is assumed that a traditional construction (concrete strip foundations, brick/block walls, timber floor structure, sloped tiled

Contractors design fees are based upon appointment with planning consent under JCT D&B contract

Assumed no Party Wall or Rights of Lights issues

Assumed no Asbestos removal required over and above £26,400

Nominal allowance of 20% for communal space in residential apartment blocks

No allowance has been made for a passenger lift

No allowance has been made for designated child play space

Exclusions

Clients professional fees (including statutory fees)

VAT

Excludes any off-site works

Provision of loose fittings and furnishings

Costs of compliance of any conditions imposed by TFL or other statutory bodies

Costs of Section 106, S108, S278 Agreement(s) or Community Infrastructure Levy charges

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Cabinet meeting	Address	Postcode	Ward	unit mix	unit number	works	Total Scheme Costs (TSC)	Subsidy required	subsidy per unit	TSC per unit	NPV	IRR in %
05-Mar-2015	Burton Road Option A	IG10 3TA	Loughton Broadway	13x1b2p flats; 22x2b4p flats; 2x2b4p houses; 15x3b5p houses	52	£ 8,250,000	£ 9,255,439	£ 2,184,000	£ 42,000	£ 177,989	£ 2,788,185	5.31
05-Mar-2015	Burton Road Option B	IG10 3TA	Loughton Broadway	11x1b2p flats; 17x2b4p flats; 2x2b4p houses; 13x3b5p houses	43	£ 7,196,000	£ 8,058,476	£ 2,236,000	£ 52,000	£ 167,349	£ 2,307,677	5.32

Notes:

Rents = 1bed £119.59, 2 bed £165.58, 3 bed £180

Financial target = loan payback in year 30

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Report to the Council Housebuilding Cabinet Committee



Report reference: CHB-015-2014/15
Date of meeting: 5 March 2015

**Epping Forest
District Council**

Portfolio: Housing – Cllr David Stallan

Subject: Feasibility Reports (Revised) – Queens Road, North Weald and Centre Drive (Site B), Epping – Council House-Building Programme

Responsible Officer: P Pledger – Assistant Director (Housing Property & Development) (01992 564248)

Democratic Services Officer: Jackie Leither (01992 564756)

Recommendations:

- (1) That the Cabinet Committee considers a revised feasibility study and viability assessment for the sites at Queens Road, North Weald and Centre Drive (Site B) Epping, which takes account of the Cabinet Committees comments, made at its December 2014 meeting, for consideration for inclusion in a future phase of the Council House-building Programme; and
- (2) That for any sites not considered viable for Council house-building, alternative uses be agreed based on the following options:
 - a. To sell the site for social housing to a Housing Association in return for a capital receipt to fund future Council house-building and to gain nomination rights for Council housing applicants;
 - b. To sell the site for private development, either for residential or other use in return for a capital receipt to fund future Council house-building;
 - c. To divide up the site and sell the land to local residents to extend their private gardens in return for a capital receipt to fund future Council house-building;
 - d. To demolish the garages, re-surface and mark out the land and to leave the site as open car parking for local residents;
 - e. To sell the site to a Town or Parish Council for their own purposes (eg. public amenity space) in return for a capital receipt to fund future Council house-building; or
 - f. To continue to market and rent the garages to local residents

Executive Summary:

Each of the sites included with this report are presented as individual feasibility studies, which identify the number of units and the mix that achievable for each site, along with the total scheme cost and the subsidy required to deliver the affordable housing on each site. At this stage, Members are to consider the merits of each site and agree which are to progress for inclusion in a future phase of the Council House-building Programme in line with the Policy on Prioritisation of Sites.

Reasons for Proposed Decision:

At its meeting in December 2014, the Cabinet Committee asked that each of the 2 sites at Queens Road, North Weald and Centre Drive (Site B) Epping sites be revised to provide an alternative mix of dwellings. Each site is presented on its own merits at this stage. However, when each of the feasibility studies have been considered, the Cabinet Committee will then be asked to batch the sites in line with the Policy on Prioritisation of Sites.

Other Options for Action:

1. Not to progress with any of the schemes presented in this report.
2. To develop the sites with a different number of homes, or with an alternative mix of property types or parking allocation.

Background

1. Attached to this report are 2 individual feasibility studies in Queens Road, North Weald and Centre Drive (Site B) Epping, which are being re-presented taking account of a revised mix of dwellings as instructed by the Cabinet Committee at its meeting in December 2014. A summary table, bringing together all of the key information from the feasibility reports can be found at appendix 1 and 2. A summary of the financial viability information relating to the sites can be found at appendix 3.
2. The Cabinet Committee are at this stage only expected to make a decision around which sites are considered viable and suitable for development. The ultimate decision on phasing of areas will be undertaken at a future meeting in accordance with the Policy on Prioritisation of sites agreed by the Cabinet Committee.
3. For those sites that are, for whatever reason, not considered to be viable or unsuitable for redevelopment as part of the Council's House-building Programme, then the Cabinet Committee is to consider what future use should be investigated based on the following options:
 - a. To sell the site for social housing to a Housing Association in return for a capital receipt to fund future Council house-building and to gain nomination rights for Council housing applicants;
 - b. To sell the site for private development, either for residential or other use in return for a capital receipt to fund future Council house-building;
 - c. To divide up the site and sell the land to local residents to extend their private gardens in return for a capital receipt to fund future Council house-building;
 - d. To demolish the garages, re-surface and mark out the land and to leave the site as open car parking for local residents;
 - e. To sell the site to a Town or Parish Council for their own purposes (eg. public amenity space) in return for a capital receipt to fund future Council house-building;
or
 - f. To continue to market and rent the garages to local residents

Resource Implications:

£2.661m inclusive of works and fees. However, the actual costs and the year in which it will be expended will be determined at a future date.

Legal and Governance Implications:

Within its Terms of Reference, the House-Building Cabinet Committee is expected to consider each site and package of works and either approve it to progress to detailed planning stage or agree an alternative use.

Safer, Cleaner and Greener Implications:

The sites being considered are currently either used as garage blocks, rented to garage tenants or vacant infill land within an established residential area. Redeveloping these garages and/or amenity land will add value to and enhance the local environment and streetscape.

Consultation Undertaken:

Local Ward Members were consulted on the original feasibility studies that were presented to the Cabinet Committee in December 2014

Background Papers:

Development Strategy, along with the following Policies:

- Affordable Rents Policy;
- Funding the House-building Programme;
- Accelerating the House-building Programme;
- Future use of garage sites unsuitable for redevelopment; and
- Prioritisation of sites

Impact Assessments:

Risk Management

Within the financial viability assessment, the greatest risks are that the assumptions prove to be incorrect resulting in each site being un-viable.

These risks are mitigated by the Council being able to either add more subsidy or not to progress the works beyond the planning stage.

In addition, a site specific risk register has been compiled and included within the individual feasibility reports.

Each of the feasibility studies are also subject to further legal checks to identify and tackle issues such as rights of way, licencing, closing access points and land-grabbing.

Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **unlawful discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

Within the Housing Service Strategy, it has been identified that the target groups that are affected by the Council's house building programme are people in need of:

- Affordable Housing,
- Homelessness assistance,
- Supported housing for special needs groups,
- Owners and occupiers of poor condition housing
- Council and housing association tenants.

From that, it was identified that generally, there is an under provision of suitable accommodation for nearly all target groups. This has been reaffirmed in the most recent Strategic Housing Market Assessment.

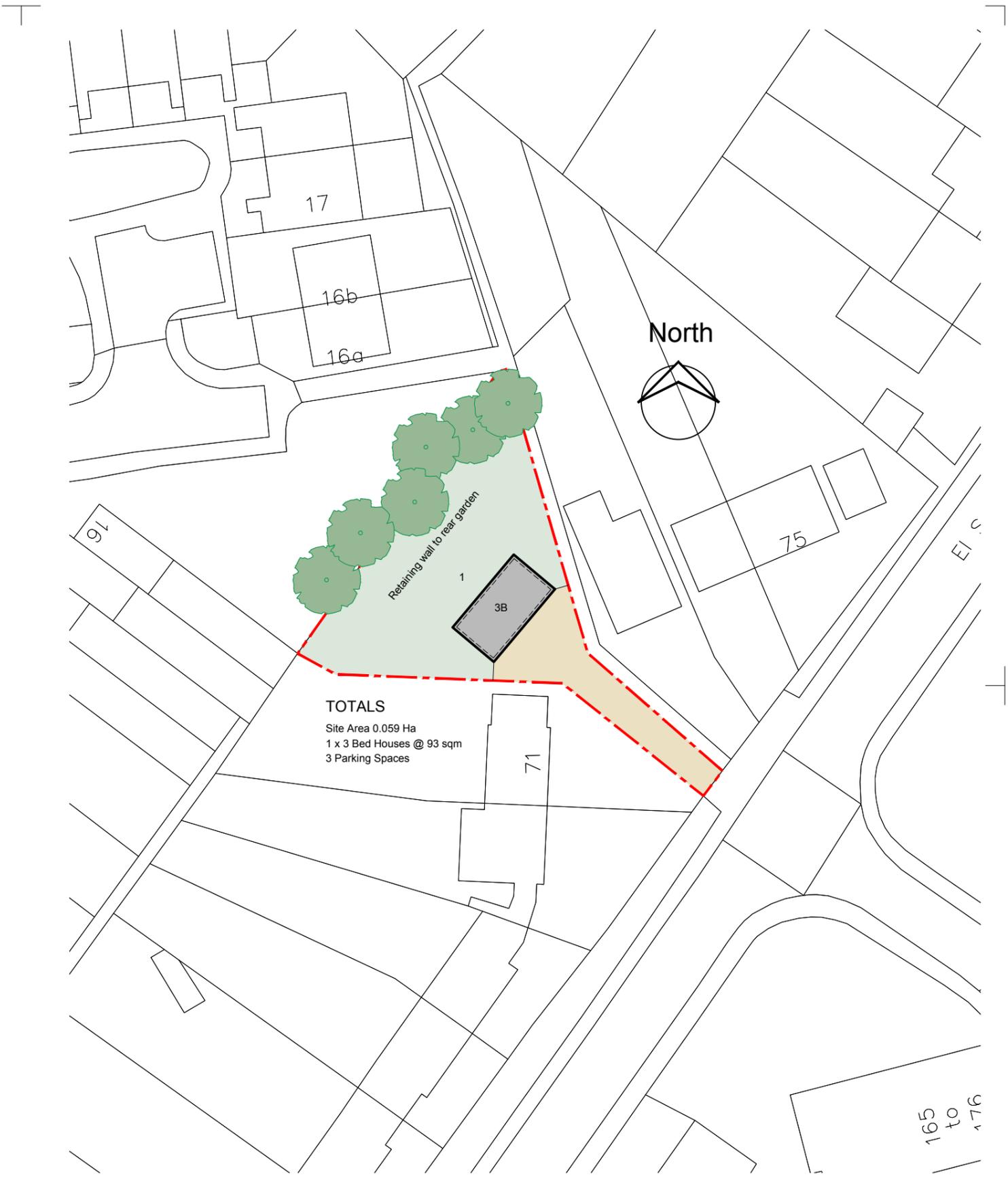
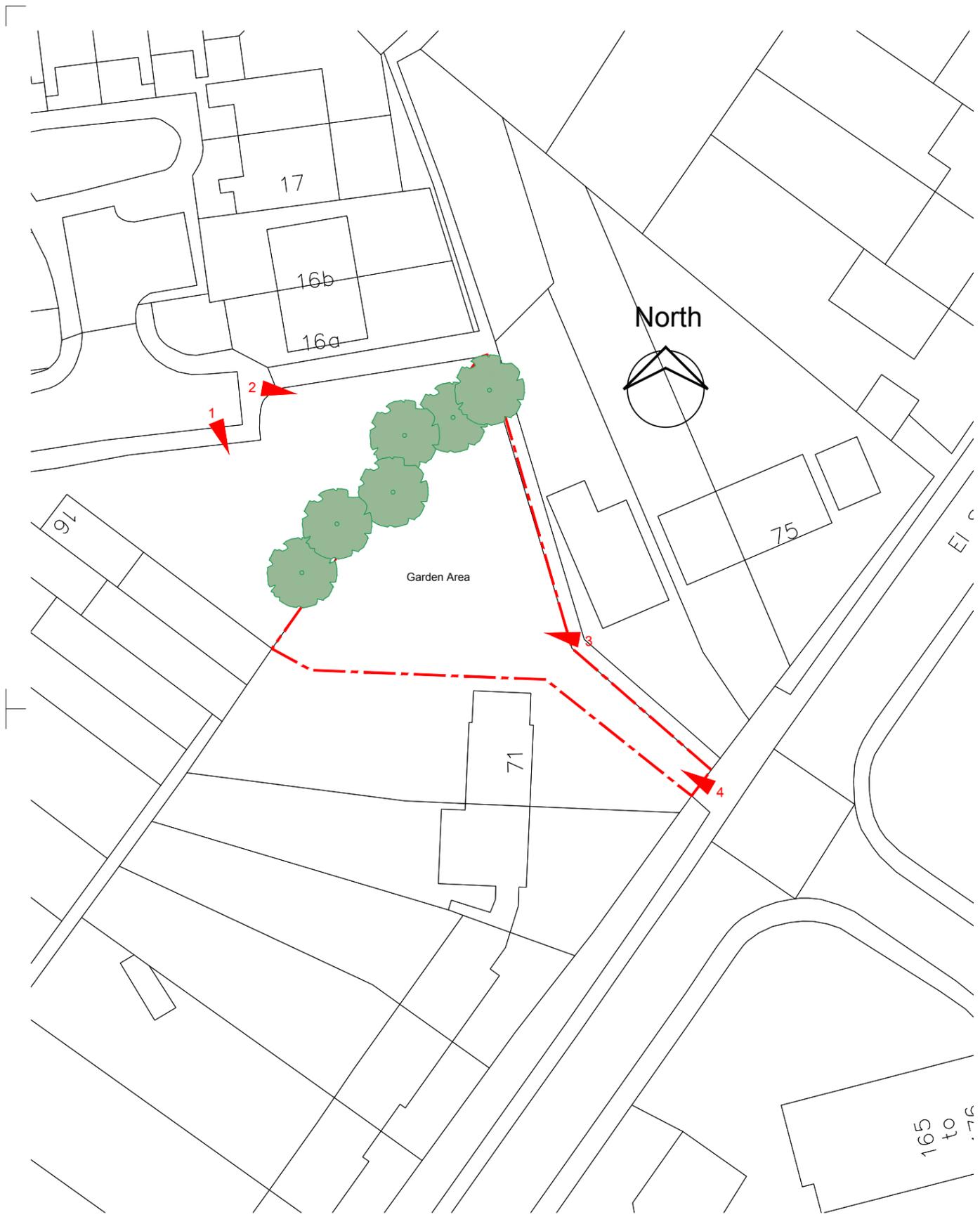
Decision making is affected by funding and other factors, such as the availability of building land suitable for particular groups e.g. the elderly or young families.

There is no evidence of unlawful discrimination in relation to the provision of affordable housing.

Appendix 1

EFDC House Building Programme - Financial Modelling												
03/12/2014												
Sites	Postcode	Ward		unit mix	unit number	works	Total Scheme Costs (TSC)	subsidy required	subsidy per unit	TSC per unit	NPV	IRR in %
Lower Alderton Hall - Garages 440-445	IG10 3HA	Loughton Alderton	Cllr Roberts & Cllr Mrs Thomas	2 x 2b4p	2	£ 367,500	£ 423,742	£ 124,000	£ 62,000	£ 211,871	£ 120,955	5.34
Vere Road, Debden	IG10 3SX	Loughton Broadway	Cllr Pond & Cllr Girling	4 x 1b2p, 6 x 2b4p	10	£ 1,330,000	£ 1,532,576	£ 275,000	£ 27,500	£ 153,258	£ 499,429	5.32
London Road Ongar	CM5 9PH	Passingford	Cllr Mrs Brady	1 x 3b5p	1	£ 180,000	£ 210,336	£ 43,500	£ 43,500	£ 210,336	£ 67,093	5.33
Queens Road North Weald	CM16 6JE	North Weald Bassett	Cllr Mrs Grigg & Cllr Stallan	14 x 3b5p	14	£ 2,650,000	£ 3,046,927	£ 715,400	£ 51,100	£ 217,638	£ 943,473	5.34
Bluemans Rd North Weald	CM16 6HD	North Weald Bassett	Cllr Mrs Grigg & Cllr Stallan	4 x	4	£ 610,000	£ 706,254	£ 51,000	£ 12,750	£ 176,564	£ 257,835	5.31
Stewards Green Rd Epping	CM16 7DA	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	4 x 3b5p	4	£ 595,000	£ 689,228	£ 36,600	£ 9,150	£ 172,307	£ 260,461	5.33
Parklands site A	CM16 7RE	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	2 x 1b2p, 2 x 2b4p	4	£ 500,000	£ 578,263	£ 108,000	£ 27,000	£ 144,566	£ 184,002	5.31
Parklands site B	CM16 7RE	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	2 x 1b2p	2	£ 300,000	£ 346,270	£ 174,000	£ 87,000	£ 173,135	£ 63,514	5.26
Parklands site C	CM16 7RE	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	1 x 1b2p	1	£ 175,000	£ 203,065	£ 122,000	£ 122,000	£ 203,065	£ 28,192	5.21
Centre Avenue Epping	CM16 4JU	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	2 x 3b5p	2	£ 370,000	£ 428,328	£ 106,000	£ 53,000	£ 214,164	£ 125,581	5.3
Centre Drive Epping site B	CM14 4JF	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	2 x 3b5p	2	£ 375,000	£ 433,964	£ 113,000	£ 56,500	£ 216,982	£ 126,945	5.33
Springfield site B Epping	CM16 4LA	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	2 x 1b2p	2	£ 265,000	£ 306,643	£ 135,000	£ 67,500	£ 153,322	£ 64,141	5.28
Springfield site C Epping	CM16 4LA	Epping Hemnall	Cllr Mrs Whitehouse, Cllr Whitehouse & Cllr Mrs Adams	2 x 1b2p, 2 x 2b4p	4	£ 530,000	£ 612,181	£ 144,000	£ 36,000	£ 153,045	£ 186,084	5.34
Totals					52	£ 8,247,500	£ 9,517,777	£ 2,147,500	£ 50,384.62	£ 184,635	£ 225,208	5.31
Notes:												
Rents = 1bed £119.59, 2 bed £165.58, 3 bed £180												
Financial target = loan payback in year 30												

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NOTES:
 Report all discrepancies, errors and omissions
 Do not scale from this drawing.
 Verify all dimensions on site before commencing any work or preparing shop drawings.
 All materials, components and workmanship are to comply with all the relevant British Standards, Codes of Practice, and appropriate manufacturers recommendations that from time to time shall apply.
 For all specialist work, see relevant drawings.
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PRELIMINARY
 Page 41



Rev	Date	Description	Name
-	-	-	-



Pellings LLP 24 Widmore Road Bromley Kent BR1 1RY t 020 8460 9114 f 020 8313 0019 e bromley@pellings.co.uk www.pellings.co.uk		Architecture & Planning ■ Building Surveying ■ Project Management ■ Cost Consultancy ■ CDM Co-ordination			
CLIENT	East Thames HA	PROJECT	EFDC House Building		
TITLE	Existing and Proposed Plans Site B Centre Drive Epping	DATE	SEP 2014	SCALE	1:500 @A3
		DRAWN	NP	CHK	
		DRAWING No	612 023 P3-3	D	

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FEASIBILITY ESTIMATE

**Garden Infill Site:
1Nr Affordable Houses
(incl modifications to access)**

at

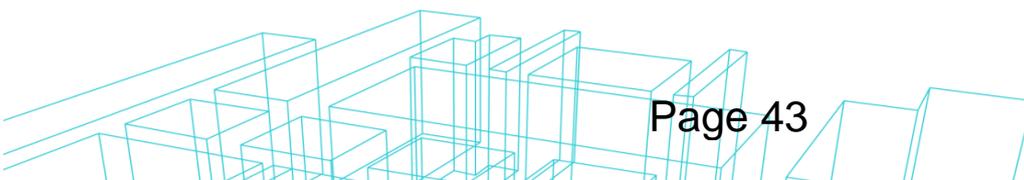
Site B, Centre Drive, Epping

for

**East Thames Housing /
Epping Forest District Council**

Issue 02

January 2015



Site B, Centre Drive, Epping

Accommodation Summary	Nr	m2	ft2
Affordable Apartments			
Affordable Houses	1	93	1,001
TOTAL GIFA	1	93	1,001

] see accommodation
] schedule below

BUDGET COST ALLOWANCES

Item	Description	Qty	Unit	Rate	Totals
1.00 Enabling Works					
1.01	Demolition of existing garages		Nr	£650	
1.02	Allowance for removal of asbestos		Nr	£350	
1.03	Site clearance	590	m2	£15	£8,850
				Sub-total	£8,850
2.00 Construction					
2.01 Apartments					
	Private areas		m2	£1,150	
	Communal areas (20% allowed)		m2	£750	
2.02	Houses	93	m2	£1,050	£97,650
				Sub-total	£97,650
3.00 Abnormals					
3.01	Allowance for contaminated ground		Item		Excluded
3.02	Extra Over for wall:floor ratio (> 85%)	88	m2	£250	£22,000
3.03	Allowance for enhanced external fabric finish	167	m2	£30	No allowance
3.04	Extra for wheelchair unit adaptations		Nr	£6,000	No allowance
3.05	Passenger lift serving apartments		Nr	£75,000	Not required
3.06	Measures to achieve CfSH Level 4	1	Nr	£2,500	Assumes Level 3
3.07	Balconies (average 4m2 each)		Nr	£2,200	Not required
3.08	PV panels to roof		m2	£750	No allowance
3.09	Extra Over for thin joint construction	1	Nr	£400	Excluded
3.10	Retaining wall to NW of Site	35	m	£450	£15,750
3.11	Extra over for protecting foundations against tree roots	93	m2	£35	£3,255
				Sub-total	£41,005
4.00 External Works	(see build up overleaf)				£56,690
5.00 Contractor's Preliminaries					
5.01	Site set up, running costs, management, etc.	26	weeks	£850	£22,100
5.02	Scaffolding	167	m2	£30	£5,010
5.03	Hoardings	135	m	£60	£8,100
				Sub-total	£35,210
			£/m2	£/ft2	
INDICATIVE CONSTRUCTION COST			2,574	239	239,405
(Excluding FF&E, Fees, etc.)					
6.00 Other Costs					
6.01	Client FF&E (white goods, etc.)		Item		Excluded
6.02	Telecoms / ICT / Security		Item		Excluded
6.03	Contingency Allowance			5.0%	£11,970
6.04	Contractor's Design Fees			4.0%	£8,168
Totals					£259,543
			£/unit	£/m2	
TOTAL INDICATIVE BUDGET COST		(say)	261,000	2,806	£261,000

Refer to below for Clarifications, Assumptions and Exclusions

EXTERNAL WORKS

Item	Description	Qty	Unit	Rate	Totals
4.01	Private gardens (incl. fencing)	408	m2	£45	£18,360
4.02	Communal soft landscaping		m2	£25	No allowance
4.03	Allowance for planting		Item	£2,500	No allowance
4.04	Allowance for communal drying area		Nr	£3,500	No allowance
4.05	Access road, parking and turning	124	m2	£65	£8,060
4.06	Pedestrian paving	9	m2	£45	£405
4.07	Cross over / highways adaptations	1	Item	£4,000	£4,000
4.08	Boundary treatment (fencing/walls)	100	m	£120	£12,000
4.09	External bins store		Nr	£2,500	No allowance
4.10	Cycle store		Nr	£1,500	No allowance
4.11	Foul water drainage	93	m2	£65	£6,045
4.12	External surface water drainage	133	m2	£40	£5,320
4.13	Attenuation tanks, etc.		Item		Excluded
4.14	External lighting		m2	£15	No allowance
4.15	Utilities mains supplies	1	Nr	£2,500	£2,500
4.16	New Substation		Nr		Excluded
Sub-total					£56,690

ACCOMMODATION SCHEDULE

Description	Nr	GIA	Sub-Totals	Totals
Flats/Maisonettes				
1B 2P Flat		53 m ²		
1B 2P Flat		63 m ²		
2B 4P Flat		65 m ²		
2B 4P Flat		73 m ²		
Allowance for communal space		20%		
Houses				
1B 2P House		53 m ²		
3B 5P House	1 Nr	93 m ²	93	93
	1 Nr			
	1 Nr			93

CLARIFICATIONS AND ASSUMPTIONS

Estimate based on:

Pellings Drawing No. 612023.P3-3D

We have not had an opportunity to visit the site but photographs have been made available. We have also utilised Google Earth to inform allowances.

GIFA is approximate due to early stage of design

Costs are current at 4Q 2014 with no allowance for future cost fluctuations

Costs are based on a Single Stage Competitive D&B procurement route

Costs are based on a Contractor 'best programme' contract period

All units assumed to achieve Code for sustainable Homes Level 3

Cost include for OH&P @ 7%

It is assumed that a traditional construction (concrete strip foundations, brick/block walls, timber or beam / block floor

Contractors design fees are based upon appointment with planning consent under JCT D&B contract

Assumed no Party Wall or Rights of Lights issues

Assumed no Asbestos removal required, unless otherwise stated

No allowance has been made for designated child play space

Exclusions

Clients professional fees (including statutory fees)

VAT

Excludes any off-site works

Provision of loose fittings and furnishings

Costs of compliance of any conditions imposed by statutory bodies

Costs of Section 106, 278 and other Agreement(s) or Community Infrastructure Levy charges

Commercial Commentary

PLL P is mindful that the construction industry is becoming increasingly volatile. We are seeing increasingly lengthy lead in times for materials (in particular due to reduced brick and block stocks) which is having an effect on tender prices.

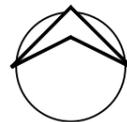
That said this project is likely to be attractive to the Contractors' various supply chains and should therefore stimulate an element of healthy competition.

However, we would suggest that the Client retains a reasonable, undeclared Contingency to offset the potential risk that market forces will increase tender prices.

North



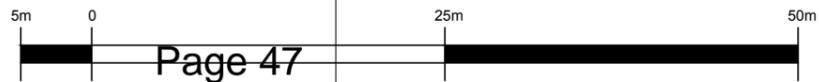
North



NOTES:

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 For all specialist work, see relevant drawings.

PRELIMINARY



Rev	Date	Description	Name
-	-/-/-		

Pellings



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 www.pellings.co.uk

Architecture & Planning ■ Building Surveying ■ Project Management ■
 Cost Consultancy ■ CDM Co-ordination

CLIENT	East Thames HA	PROJECT	EFDC House Building						
TITLE	Existing and Proposed Plans Queens Road North Weald	DATE	SEP 2014	SCALE	1:500 @A3	DRAWN	NP	CHK	
DRAWING No		612 023 P3-9		D					

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Queen's Road, North Weald

Accommodation Summary	Nr	m2	ft2
Affordable Apartments			
Affordable Houses	12	1,116	12,013
TOTAL GIFA	12	1,116	12,013

] see accommodation
] schedule below

BUDGET COST ALLOWANCES

Item	Description	Qty	Unit	Rate	Totals
1.00 Enabling Works					
1.01	Demolition of existing garages	54	Nr	£650	£35,100
1.02	Allowance for removal of asbestos	54	Nr	£350	£18,900
1.03	Site clearance	2,936	m2	£15	£44,040
				Sub-total	£98,040
2.00 Construction					
2.01	Apartments				
	Private areas		m2	£1,150	
	Communal areas (20% allowed)		m2	£750	
2.02	Affordable Houses	1,116	m2	£1,050	£1,171,800
				Sub-total	£1,171,800
3.00 Abnormals					
3.01	Allowance for contaminated ground		Item		Excluded
3.02	Extra Over for wall:floor ratio (> 85%)	107	m2	£250	£26,750
3.03	Allowance for enhanced external fabric finish		m2	£30	no allowance
3.04	Extra for wheelchair unit adaptations		Nr	£6,000	no allowance
3.05	Passenger lift serving apartments		Nr	£75,000	not required
3.06	Measures to achieve CfSH Level 4	12	Nr	£2,500	Assumes Level 3
3.07	Balconies (average 4m2 each)		Nr	£2,200	no allowance
3.08	PV panels to roof		m2	£750	no allowance
3.09	Extra Over for thin joint construction		Nr	£400	no allowance
3.10	Electrical power cable diversion	1	Item	£12,500	included
3.11	Relocate existing substation	1	Item	£120,000	see External Works
3.12	Road widening	134	m2	£65	see External Works
				Sub-total	£26,750
4.00 External Works	(see build up overleaf)				£345,175
5.00 Contractor's Preliminaries					
5.01	Site set up, running costs, management, etc.	80	weeks	£2,025	£162,000
5.02	Scaffolding	1,056	m2	£30	£31,680
5.03	Hoardings	341	m	£60	£20,460
				Sub-total	£214,140
			£/m2	£/ft2	
	INDICATIVE CONSTRUCTION COST		1,663	154	1,855,905
	(Excluding FF&E, Fees, etc.)				
6.00 Other Costs					
6.01	Client FF&E (white goods, etc.)		Item		Excluded
6.02	Telecoms / ICT / Security		Item		Excluded
6.03	Contingency Allowance			5.0%	£92,795
6.04	Contractor's Design Fees			4.0%	£65,671
	Totals				£2,014,371
			£/unit	£/m2	
	TOTAL INDICATIVE BUDGET COST	(say)	167,750	1,804	£2,013,000

Refer to below for Clarifications, Assumptions and Exclusions

EXTERNAL WORKS

Item	Description	Qty	Unit	Rate	Totals
4.01	Private gardens (incl. fencing)	751	m2	£45	£33,795
4.02	Communal soft landscaping	429	m2	£25	£10,725
4.03	Allowance for planting, including 7nr trees	1	Item	£5,000	£5,000
4.04	Allowance for communal drying area		Nr	£3,500	no allowance
4.05	Access road, parking and turning	1,117	m2	£65	£72,605
4.06	Pedestrian paving - adaptations	275	m2	£45	£12,375
4.07	Cross over / highways adaptations	1	Item	£3,000	£3,000
4.08	Boundary treatment (fencing/walls)	341	m	£120	£40,920
4.09	External bins store		Nr	£2,500	no allowance
4.10	Cycle store		Nr	£1,500	no allowance
4.11	Foul water drainage	1,116	m2	£65	included
4.12	External surface water drainage		m2	£40	included
4.13	Attenuation tanks, etc.		Item		excluded
4.14	External lighting	1,117	m2	£15	£16,755
4.15	Utilities mains supplies	12	Nr	£2,500	£30,000
4.16	Relocate Substation	1	Nr	£120,000	£120,000
Sub-total					£345,175

ACCOMMODATION SCHEDULE

Description	Nr	GIA	Sub-Totals	Totals
Flats/Maisonettes				
1B 2P Flat		53 m ²		
2B 4P Flat		73 m ²		
Allowance for communal space		20%		
Houses				
3B 5P House	12 Nr	93 m ²	1,116	1,116
	12 Nr			
	12 Nr			1,116

CLARIFICATIONS AND ASSUMPTIONS

Estimate based on:

Pellings Drawing No. 612023.P3-9D

We have not had an opportunity to visit the site but photographs have been made available. We have also utilised Google Earth to inform allowances.

GIFA is approximate due to early stage of design

Costs are based on a 1Q 2015 prices with no allowance for future cost fluctuations

Costs are based on a Single Stage Competitive D&B procurement route

Costs are based on a Contractor 'best programme' contract period

All units assumed to achieve Code for sustainable Homes Level 3

Cost include for OH&P @ 7%

It is assumed that a traditional construction (concrete strip foundations, brick/block walls, timber or beam / block floor

Contractors design fees are based upon appointment with planning consent under JCT D&B contract

Assumed no Party Wall or Rights of Lights issues

Assumed no Asbestos removal required, unless otherwise stated

No allowance has been made for designated child play space

Beyond relocation of the substation no allowance had been made for upgrading the network in the area.

Exclusions

Clients professional fees (including statutory fees)

VAT

Excludes any off-site works

Provision of loose fittings and furnishings

Costs of compliance of any conditions imposed by statutory bodies

Costs of Section 106, 278 and other Agreement(s) or Community Infrastructure Levy charges

Commercial Commentary

PLL P is mindful that the construction industry is becoming increasingly volatile. We are seeing increasingly lengthy lead in times for materials (in particular due to reduced brick and block stocks) which is having an effect on tender prices.

That said this project is likely to be attractive to the Contractors' various supply chains and should therefore stimulate an element of healthy competition.

However, we would suggest that the Client retains a reasonable, undeclared Contingency to offset the potential risk that market forces will increase tender prices.

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Sites	Ward	unit mix	unit number	works	Total Scheme Costs (TSC)	Total subsidy required	Subsidy per unit - Ave.	TSC per unit - Ave.	NPV	IRR in %
Queens Road North Weald (Revised)	North Weald Bassett	12 x 3b5p	12	£ 2,046,000	£ 2,357,064	£ 354,000	£ 29,500	£ 196,422	£ 804,079	5.31
Centre Drive Epping site B (Revised)	Epping Hemnall	1 x 3b5p	1	£ 263,000	£ 304,085	£ 148,000	£ 148,000	£ 304,085	£ 59,234	5.28
Totals			13	£ 2,309,000	£ 2,661,149	£ 502,000	£ 88,750	£ 250,254	£ 431,657	5.30

Notes:

Rents = 1bed £119.59, 2 bed £165.58, 3 bed £180

Financial target = loan payback in year 30

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Report to the Council Housebuilding Cabinet Committee



**Epping Forest
District Council**

Report reference: CHB-016-2014/15
Date of meeting: 5 March 2015

Portfolio: Housing – Cllr David Stallan

**Subject: Street/Building Naming – Phase 1, Council Housebuilding
Programme, Waltham Abbey**

Responsible Officer: Alan Hall, Director of Communities (01992 564004)

Democratic Services Officer: Jackie Leither (01992 564756)

Recommendations:

That, following consultation with Waltham Abbey Town Council and the three Ward Members, and as suggested by the Town Council:

- (a) The four houses and two duplex flats at the site of the former Red Cross Hall, Roundhills, Waltham Abbey be named “Hockley Court”; and**
- (b) The two new houses to the rear of 66-72 Fairways be named “Wood Villas”.**

Executive Summary:

The Cabinet Committee has previously agreed to consult local town and parish councils on suggested names for building and street names developed under the Council Housebuilding Programme, and to also consult the relevant Ward Members on the local councils' suggestions.

Waltham Abbey Town Council has been consulted on the two remaining un-named developments within Phase 1 and, as requested, has provided five suggested names for each development, in a ranked order of preference.

The three Ward Members have been consulted on the Town Council's suggestions, and have raised no objections and generally appear to support the proposals.

It is therefore proposed that the two developments be named in accordance with the Town Council's two most preferred names.

Reasons for Proposed Decision:

The two remaining un-named developments in Phase 1 of the Council Housebuilding Programme require names. The Cabinet Committee has been authorised by the Leader of the Council to decide the names of new developments.

Other Options for Action:

The main options appear to be:

- (a) To name the developments after any of the other names suggested by the Town Council;
or
- (b) To agree different names proposed by the Cabinet Committee itself.

Background

1. It is the District Council's legal responsibility, exercised through the Director of Neighbourhoods, to ensure that all new properties built in the District are allocated an appropriate address. The Council already has a Policy that aids developers in suggesting street and building names, which the Council has the power to approve or reject under the Towns Improvement Clauses Act 1847 (S64 and S65) in conjunction with S21 of the Public Health Act Amendment Act 1907.

2. In April 2014, the Cabinet Committee recommended to the Leader of the Council that the Terms of Reference for the Cabinet Committee be amended to incorporate the naming of developments, which the Leader subsequently agreed. At its meeting held in August 2014, the Cabinet Committee agreed its approach to the naming of new developments within the Council Housebuilding Programme generally, as well as for the new developments within Phase 1.

3. In general terms, the Cabinet Committee agreed that:

- (a) Subject to the Cabinet Committee already agreeing a suitable name for new Council housing developments, or names not being required (e.g. where existing numbering can be utilised), Town and Parish Councils be invited to submit a list of 5 street names / property names in preference order for new Council housing developments in their locality, having regard to the Council's Street Naming and Numbering Policy;
- (b) The relevant ward members be consulted on the list of names submitted by Town and Parish Councils; and
- (c) The names of new streets or properties be determined by the Cabinet Committee, having regard to the list of names put forward by the Town and Parish Councils and the views of ward members.

4. In relation to Phase 1, the Cabinet agreed a proposal from the Chairman that the 9 new flats to be built at Harveyfields, Waltham Abbey be named "John Scott Court", in recognition of the Council's former Chief Housing Officer, District Health and Housing Officer and Joint Chief Executive, who retired in 2007 after giving 29 years' service to the Council. The Cabinet Committee also agreed that:

- (a) The four new Council houses to be provided adjacent to 12 Oakwood, Waltham Abbey be numbered 13 - 16 Oakwood, Roundhills, Waltham Abbey;
- (b) The two new Council houses to be provided adjacent to 27 Greenleas, Waltham Abbey be numbered 29 and 31 Greenleas, Roundhills, Waltham Abbey; and
- (c) Waltham Abbey Town Council be invited to submit a list of 5 street names / property names in preference order for the Cabinet Committee to consider, after consultation with ward members, for the following new Council housing developments:

- (i) The four houses and two duplex flats at the site of the former Red Cross Hall, Roundhills, Waltham Abbey (new street name required); and
- (ii) The two new houses to the rear of 66-72 Fairways (new property name required).

Proposals from Waltham Abbey Town Council

5. Accordingly, the Director of Communities has consulted Waltham Abbey Town Council on its views. In response, the Town Council has suggested the following 5 names for the two developments, in a ranked order as requested:

Rank	Former Red Cross Hall Site	Rear of 66-72 Fairways
1	Hockley Court	Wood Villas
2	Hockley Mews	Wood Court
3	Montacute Court	Pilgrim Mews
4	Colvin Mews	Montacute Mews
5	Colvin Court	Colvin Villas

6. The Town Clerk has explained that the references to:

- “Hockley” relates to Fred Hockley (now deceased), who was a long-time resident of Waltham Abbey and a member of the Red Cross for over 60 years.
- “Wood” relates to Mr A.E. Wood (aka “Slacker”) (also deceased), another resident of Waltham Abbey, born in 1884, who was a professional international athlete. He was a 10 & 15 Mile World Champion who, in 1912, broke three world lap time records during the World 15 Mile Championship. He retired from professional running around 1915 and moved to Ontario, Canada. He was called to war service in March 1916 and, at the age of 33 years, was killed in Ypres in October 1917.
- “Montacute” relates to the Somerset town where the Holy Cross was found before it was brought to Waltham Abbey - which was the basis of the great Abbey and making Waltham Abbey a place of pilgrimage.
- “Colvin” relates to a World War 1 officer from Waltham Abbey.

Views of Ward Members

7. The three Ward Members have been consulted on the Town Council’s proposals:

Cllr Watts - explained that he had made his views known at the Town Council meeting, and had no further comments to make.

Cllr Shiell - supported the suggestion of “Hockley” for the former Red Cross Hall site (being historically associated with the Red Cross Hall and an appropriate way of indicating the location of the new homes), and had no preference regarding reference to “Court” or “Mews”.

- supported the suggestion of “Wood Villas” for the homes to the rear of 66-72 Fairways, and felt that the name would fit in with the names of the surrounding properties, with her second choice being “Montacute” –

although she would prefer that this name be used for a larger development in the future.

Cllr Butler - said he was drawn to Hockley Court, as this has relevance to Waltham Abbey, but he also felt that the names 'Wood' and 'Colvin' are also most suitable, but was not keen on 'Montacute', as he felt that "this seems rather removed now".

Resource Implications:

The Housebuilding Programme's existing budget will need to meet the minimal (internal) cost of making the street naming application to the Director of Neighbourhoods.

Legal and Governance Implications:

Towns Improvement Clauses Act 1847 (S64 and S65), in conjunction with S21 of the Public Health Act Amendment Act 1907.

Safer, Cleaner and Greener Implications:

None

Consultation Undertaken:

As detailed in the main report

Background Papers:

None

Risk Management:

The risks are minimal, other than any reputational damage to the Council if the proposed names are subsequently found/considered to be inappropriate at a later date.

Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **unlawful discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

The initial equalities assessment did not identify any equalities issues relating to the proposals.

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Report to the Council Housebuilding Cabinet Committee



**Epping Forest
District Council**

Report reference: CHB-017-2014/15
Date of meeting: 5 March 2015

Portfolio: Housing

**Subject: Progress Report – Marden Close & Faversham Hall Conversions,
Phase 1 of the Council House-building Programme.**

**Responsible Officer: P Pledger – Assistant Director (Housing Property &
Development) (01992 564248)**

Democratic Services: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

That the current progress with regard to Marden Close and Faversham Hall, as well as Phases 1 of the Council house-building programme be noted;

Executive Summary:

This report provides Members with an update on both progress to date and budget position for the redevelopment at Marden Close / Faversham Hall and at Phase 1.

Reasons for Proposed Decision:

It is a requirement that the House-Building Cabinet Committee receives regular updates on progress and monitors expenditure against the House-building budget as delegated by the Cabinet.

Other Options for Action:

This report is for noting only.

Report:

Marden Close and Faversham Hall Conversion

1. A summary of progress at both Marden Close and Faversham Hall can be found at appendix 1 of this report. From that, it can be seen that the Contractor, P A Finlay & Co, commenced works on site on 15 September 2014 and are due to complete on 18 September 2015. The agreed tender sum for the works is £819,861 (excluding fees), with payment to date of £159,742.70. The scheme is currently on programme and on budget.

Phase 1

2. A summary of progress all 4 sites making up Phase 1 can be found at appendix 2 of this report. From that, it can be seen that the Contractor, Broadway Construction Ltd, commenced works on site on 27 October 2014 and are due to complete on 13 November 2015. The agreed tender sum for the works is £3,245,143.62 (excluding fees), with payment to date of

£164,020.00. The scheme is currently on programme and on budget.

Resource Implications:

- Around £890,000 – Marden Close and Faversham Hall conversion (Works and Fees). This is funded from the Service Enhancement Fund. However, 1-4-1 RTB Receipts can be used to part fund the conversion of Faversham Hall, but not Marden Close.
- Around £3,469,000 – Phase 1 of the Council House-building Programme (Works and Fees) funded from 1-4-1 RTB Receipts, other grants, S.106 contributions and existing Capital budgets for Council House-building.

Legal and Governance Implications:

Within its Terms of Reference, the House-Building Cabinet Committee is expected to monitor both progress and budgets for the House-building programme.

Safer, Cleaner and Greener Implications:

Redeveloping under-utilised garages adds value to and enhances the local environment and streetscape.

Consultation Undertaken:

Local Ward Councillors and Residents associated with each of the sites have been consulted, either at the Cabinet Committee meeting or through the Town and County Planning Act consultation process.

Background Papers:

The Development Strategy, as well as feasibility studies and investment reports for Marden Close & Faversham Hall, Phase 1, together with the Housing Portfolio Holder report on the outcome of the tender exercise for Marden Close and Faversham Hall and the Cabinet report on the acceptance of tender for Phase 1.

Risk Management:

Within the financial viability assessments, the greatest risk is that the assumptions prove to be incorrect resulting in each phase being un-viable. Now that the tenders for Marden Close & Faversham Hall as well as Phase 1 of the Council House-building Programme have now been received, these risks are significantly reduced.

In other cases where tenders have not yet been received, these risks are mitigated by the Council being able to either add more subsidy or not to progress the works beyond the planning stage.

In addition, a project wide risk register has been compiled and are monitored by the Cabinet Committee, with site specific risk assessments monitored by the Project Team.

Due Regard Record

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S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

Within the Housing Service Strategy, it has been identified that the target groups that are affected by the Council's house building programme are people in need of:

- affordable housing,
- homelessness assistance,
- supported housing for special needs groups,
- owners and occupiers of poor condition housing
- council and housing association tenants.

From that, it was identified that generally, there is an under provision of suitable accommodation for nearly all target groups. This has been reaffirmed in the most recent Strategic Housing Market Assessment.

Decision making is affected by funding and other factors, such as the availability of building land suitable for particular groups e.g. the elderly or young families.

There is no evidence of unlawful discrimination in relation to the provision of affordable housing.

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FINANCIAL PROGRESS REPORT NO. 4

Client: Epping Forest District Council

Project: Marden Close and Faversham Hall

Works: Alterations and Refurbishment

Consultant: Pellings LLP

Contract: JCT Design & Build 2011 **Issue Date:** 02.02.15

Client Contact: John Hayes/Paul Pledger **Job Ref:** 612.034
Georg Herrmann

Contractor: PA Finlay & Co **Interim Certificate No:** 4

1.00 FINANCIAL STATEMENT

1.01	Approved Contract Sum	£ 819,861.00
1.02	Additional Approvals	£ -
1.03	Sub Total	£ 819,861.00

Instructed Expenditure

1.04	Value of issued Contract Instructions to date	£ -
1.05	Monies certified in respect of Loss and Expense	£ -

Anticipated Further Expenditure

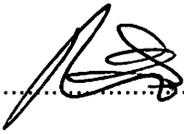
1.06	Value of further anticipated instructions	£ -
1.07	Allowance for anticipated claims of Loss and Expense	£ -
1.08	Anticipated Final Account	£ 819,861.00
1.09	Percentage above/below approved Contract Sum	- %
1.10	Bond – Date engrossed	N/A

2.00 TIME KEEPING STATEMENT

2.01	Original Contract Period	50 calendar weeks
2.02	Contract commencement date	15 th September 2014
2.03	Original contractual completion date	18 th September 2015
2.04	Certificate of Non Completion Issuedn/a.....
2.05	Extension of Time grantedn/a.....
2.06	Revised Completion Date if different to 2.03n/a.....
2.07	Practical Completion Certificate issuedn/a.....
2.08	End of Defects Liability periodn/a.....
2.09	LAD confirmed and issuedn/a.....

3.00 CURRENT FINANCIAL/TIME KEEPING STATEMENT

3.01	Gross Value certified and issued on this certificate: <ul style="list-style-type: none">• Faversham Hall - £12,188.40• Marden Close - £147,554.30 Total gross certified	£159,742.70
3.02	Current value of works completed in relation to anticipated final account (item 1.08 above)	19.48%
3.03	Current amount of contract period elapsed in relation to original contract period, together with certified extension of time.	38%
3.04	Assessment of weeks ahead/behind programme	-
3.05	Actual/Anticipated Completion Date	September 2015

Signed.......... Dated 3/2/15

On behalf of: PELLINGS LLP

Authorised.......... Dated 3/2/15

On behalf of: PELLINGS LLP

FINANCIAL PROGRESS REPORT NO. 1

Client: Epping Forest District Council

Project: Phase 1 New Build

Works: Demolition of Garages and Provision of 23 New Flats/Houses/Duplexes, Gardens, Parking & Landscaping and all Associated Works

Consultant: Pellings LLP

Contract: JCT Design & Build 2011

Issue Date: 30.1.15

Client Contact: John Hayes/Paul Pledger
Georg Herrmann

Job Ref: 612.035

Contractor: Broadway Construction

Interim Certificate No: 1

1.00 FINANCIAL STATEMENT

1.01 Approved Contract Sum £ 3,245,143.62

1.02 Additional Approvals £ -

1.03 Sub Total £ 3,245,143.62

Instructed Expenditure

1.04 Value of issued Contract Instructions to date £ N/A

1.05 Monies certified in respect of Loss and Expense £ N/A

Anticipated Further Expenditure

1.06 Value of further anticipated instructions £0

1.07 Allowance for anticipated claims of Loss and Expense £0

1.08 Anticipated Final Account £ 3,245,143.62

1.09 Percentage above/below approved Contract Sum 0 %

1.10 Bond – Date engrossed 28 January 2015

2.00 TIME KEEPING STATEMENT

2.01	Original Contract Period	55 calendar weeks
2.02	Contract commencement date	27 th October 2014
2.03	Original contractual completion date	13 th November 2015
2.04	Certificate of Non Completion Issuedn/a.....
2.05	Extension of Time grantedn/a.....
2.06	Revised Completion Date if different to 2.03n/a.....
2.07	Practical Completion Certificate issuedn/a.....
2.08	End of Defects Liability periodn/a.....
2.09	LAD confirmed and issuedn/a.....

3.00 CURRENT FINANCIAL/TIME KEEPING STATEMENT

3.01	Gross Value certified and issued on this certificate	£ 164,020.00
3.02	Current value of works completed in relation to anticipated final account (item 1.08 above)	5.05 %
3.03	Current amount of contract period elapsed in relation to original contract period, together with certified extension of time.	23%
3.04	Assessment of weeks ahead/behind programme
3.05	Actual/Anticipated Completion Date	13 November 2015

Signed.......... Dated 4/2/15.....

On behalf of: PELLINGS LLP

Authorised.......... Dated 4/2/15.....

On behalf of: PELLINGS LLP

Report to the Council Housebuilding Cabinet Committee



Report reference: CHB-018-2014/15
Date of meeting: 5 March 2015

**Epping Forest
District Council**

Portfolio: Housing – Cllr David Stallan
Subject: Financial Reports – Council Housebuilding Programme
Responsible Officer: P Pledger – Assistant Director (Housing Property & Development) (01992 564248)
Democratic Services Officer: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

(1) That the current financial position be noted, in respect of:

- (a) The amount of additional “Replacement Right to Buy (RTB) Receipts” for utilisation under the Government’s “one-for-one replacement” scheme that has been received; when it is required to be spent; the actual expenditure to date; and the future planned expenditure profile (Appendix 1);
- (b) The amount and use of financial contributions available to the Council’s Housebuilding Programme from Section 106 Agreements, in lieu of the provision of on-site affordable housing on private development sites, and other sources of funding (e.g. sales of HRA land and non-RTB property, and external funding) (Appendix 2);

Executive Summary

One of the Cabinet Committee’s Terms of Reference is to monitor expenditure on the Council Housebuilding Programme.

The Financial Reports attached at Appendix 1 and 2 set out the current financial position with the various aspects of the Housebuilding Programme.

Reasons for Proposed Decision

The Council’s Housebuilding Programme is a high profile, high cost activity. It is therefore essential to ensure that budgets, costs and expenditure are properly monitored, to enable corrective action to be taken at the earliest opportunity when necessary.

Other Options for Action

Not to have regular Financial Reports presented to the Cabinet Committee.

Background

1. One of the Cabinet Committee's Terms of Reference is to monitor expenditure on the Housing Capital Programme Budget for the Council Housebuilding Programme, ensuring the use (within the required deadlines) of the capital receipts made available through the Council's Agreement with the Department of Communities and Local Government (DCLG) allowing the use of additional "Replacement Right to Buy (RTB) Receipts" received as a result of the Government's increase in the maximum RTB Discount to be spent on housebuilding.

2. At its meeting in February 2014, the Cabinet Committee received a suite of detailed financial reports covering all financial issues relating to the Housebuilding Programme, including the Conversion Scheme at Marden Close. Since progress on a phase by phase basis is monitored separately (see separate progress report elsewhere on the agenda), it has been possible to consolidate the detailed financial reports into just 2 appendices.

Appendix 1 - Captures the total amount of Replacement Right To Buy Receipts received and available for use for "One-for-One Replacement" on the Council's House-building Programme, as captured on the Pooling Return to the DCLG and when it is required to be spent. It also captures the actual expenditure to date and compares that to the projected future planned expenditure profile.

Appendix 2 - Sets out the amount and use of financial contributions available to the Council's Housebuilding Programme from Section 106 Agreements, in lieu of the provision of on-site affordable housing on private development sites, and other sources of funding (e.g. sales of HRA land and non-RTB property, and external funding)

3. This information is captured and presented for monitoring purposes, therefore it is recommended that the current financial position be noted.

Resource Implications:

These are set out in the detailed Financial Reports at Appendices 1 & 2.

Legal and Governance Implications:

It is good governance to properly monitor costs and expenditure, and keep financial forecasts up to date – especially for such a high profile, high cost programme.

Safer, Cleaner and Greener Implications:

None – in relation to this report.

Consultation Undertaken:

None

Background Papers:

None

Impact Assessments:

Risk Management

One of the biggest risks to the Housebuilding Programme is the potential for budgets, costs and expenditure to not be properly monitored, and for them to become out of control as a result. Monitoring the Financial Reports helps mitigate this risk.

Due Regard Record

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S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

Within the Housing Service Strategy, it has been identified that the target groups that are affected by the Council's house building programme are people in need of:

- Affordable Housing,
- Homelessness assistance,
- Supported housing for special needs groups,
- Owners and occupiers of poor condition housing
- Council and housing association tenants.

From that, it was identified that generally, there is an under provision of suitable accommodation for nearly all target groups. This has been reaffirmed in the most recent Strategic Housing Market Assessment.

Decision making is affected by funding and other factors, such as the availability of building land suitable for particular groups e.g. the elderly or young families.

There is no evidence of unlawful discrimination in relation to the provision of affordable housing.

RTB Receipts - Housebuilding Programme

As at 19-Feb-2015

Total 1-4-1 Receipts Received			
Year	Quarter	Amount Received (Cumulative)	Spend by Date
2012/13	1	£40,461	30-Jun-15
	2	£75,402	30-Sep-15
	3	£54,266	31-Dec-15
	4	£240,107	31-Mar-16
2013/14	1	£887,480	30-Jun-16
	2	£980,449	30-Sep-16
	3	£2,182,382	31-Dec-16
	4	£3,655,458	31-Mar-17
2014/15	1	£4,071,253	30-Jun-17
	2	£4,598,138	30-Sep-17
	3	£5,244,954	31-Dec-16
	4		31-Mar-17
2015/16	1		30-Jun-15
	2		30-Sep-15
	3		31-Dec-15
	4		31-Mar-16
2016/17	1		30-Jun-15
	2		30-Sep-15
	3		31-Dec-15
	4		31-Mar-16
2017/18	1		30-Jun-15
	2		30-Sep-15
	3		31-Dec-15
	4		31-Mar-16

Spend on Programme				
Year	Quarter	Required Spend to use 1-4-1 Receipts	Actual New Build Spend (Cumulative)	Planned Expenditure Profile As at Nov 14
2012/13	1		£0	
	2		£0	
	3		£0	
	4		£48,599	£48,599
2013/14	1		£48,599	£48,599
	2		£48,599	£48,599
	3		£120,357	£54,099
	4		£133,885	£133,885
2014/15	1		£133,885	£233,885
	2		£133,885	£333,885
	3		£441,637	£603,885
	4		£598,927	£1,103,885
2015/16	1	£0	£0	£2,103,885
	2	£0	£0	£3,103,885
	3	£0	£0	£4,403,885
	4	£800,355	£0	£6,064,885
2016/17	1	£2,958,268	£0	£8,064,885
	2	£3,268,163	£0	£10,164,885
	3	£7,274,605	£0	£12,964,885
	4	£12,184,859	£0	£16,050,885
2017/18	1	£13,570,843	£0	£18,850,885
	2	£15,327,125	£0	£21,350,885
	3	£17,483,179	£0	£23,350,885
	4		£0	£24,562,885

Schedule of Other Affordable Housing Funding

(Relating to agreements since 1998)

Site	P/P No	Sum Anticipated	Sum Received	Used to Fund New House Build	Unused Funding	Anticipated Outstanding Sums	Year to Fund New House Build	Date Received	Conditions	Comments
Schedule 106 Contributions										
Great Stony School, Ongar	EPF/1561/97	147,000	147,000	147,000				9-Jun-99		
Colorado Exchange PH, Buckhurst Hill	EPF/13/02	50,000	50,000	50,000				18-Oct-02		
Monkhams, Buckhurst Way, Buckhurst Hill	EPF/0005/06	25,000	25,000	25,000				29-Jun-06		
Fyfield Hall, Fyfield	EPF/2230/05	70,000	70,000	70,000				2-Jul-08		
High St, Epping (McCarthy & Stone)	EPF/0468/07	435,000	435,000	435,000				6-Jul-10		
Ongar Station, Ongar (McCarthy & Stone) P1	EPF/0457/10	225,000	225,000	225,000				10-Jan-12		
Ongar Station, Ongar (McCarthy & Stone) P2	EPF/0457/10	225,000	241,000		241,000		2014/15			
BPI Poly Site, Brook Rd, Buckhurst Hill	EPF/0446/10	100,000	101,270		101,270		2014/15	3-Jan-12		
Bald Hind Pub, Chigwell	EPF/0409/11	100,000	102,000		102,000		2014/15	10-Jul-12		
Millrite Engineering, Stanford Rivers P1	EPF/1008/11	37,000	37,000		37,000		2014/15	19-Jun-14	Use 10 years from 2nd receipt	
Millrite Engineering, Stanford Rivers P2	EPF/1008/11	37,000				37,000			Use 10 years from 2nd receipt	50% within 12 mths of commencement
Jennikings Nursery, Manor Rd, Chigwell		40,000	40,000		40,000		2014/15	Prior to 2014		
Garden Centre, Manor Road, Chigwell	EPF/0282/14	40,000				40,000				£40,000 plus interest
Nine Acres Farm,	EPF/2543/11	21,000	21,000		21,000		2014/15		Use by 3 January 2022	
Woolston Manor, Chigwell	EPF/2664/10	813,000	877,767		877,767		2015/16			
Grange Farm	EPF/2190/05	280,000	0			280,000				On the sale or occupation (whichever sooner) of the 20th home.
High House Farm, Stapleford Road	EPF/1374/06	100,000	0			100,000			Use within 5 years of receipt	Prior to occupation
Threshers, Hastingwood	EPF/739/10	100,000	100,000		100,000		2015/16			
Green Man PH, Broomstickhall Rd, W/A		430,000	0			430,000			Use within 7 years of receipt	On Practical Completion
The White House, Epping Upland	EPF/0910/14	10,000	0			10,000				Prior to Implementation of the Planning Permission
Luxborough Lane, Chigwell	EPF/0853/14	120,000	0			120,000			TBA	
TOTAL		3,405,000	2,527,643	952,000	1,520,037	1,017,000				
Capital Receipts										
Millfield, High Ongar (Actual)		87,000	87,000		87,000		2014/15	1-Apr-12		
Lawton Road		127,500	127,500		127,500		2014/15	2-Jun-14		
Leader Lodge, North Weald		652,001	642,000		642,000		2015/16	11-Dec-14		Costs of sale offset against receipt
10 Newmans Lane		300,000				300,000				
TOTAL		1,166,501	856,500	0	856,500	300,000				
Grants										
Harlow Growth Area Fund - Council Housebuild		90,000			90,000	90,000	2014/15		For Red Cross New Build	Grant claimed
Harlow Growth Area Fund - Council Housebuild		37,300			37,500	37,300	2015/16		For Harveyfields New Build	Grant claimed
HCA Affordable Housing Grant		500,000			500,000	500,000	2015/16		For Burton Road New Build	Grant to be claimed retrospectively
TOTAL		627,300	0	0	627,500	627,300				
GRAND TOTAL		5,198,801	3,384,143	952,000	3,004,037	1,944,300				

Report to the Council Housebuilding Cabinet Committee



Report reference: CHB-019-2014/15
Date of meeting: 5 March 2015

Epping Forest District Council

Portfolio: Housing – Cllr David Stallan

Subject: Strategic Approach to the Prioritisation of Potential Developments – Council Housebuilding Programme

Responsible Officer: Paul Pledger, Assistant Director (Housing Property & Development) (01992 564248)

Democratic Services Officer: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

- (1) That the strategic approach adopted by the Cabinet Committee at its meeting in February 2014 continues for the prioritisation of potential sites;
- (2) That, taking account of the strategic approach for the prioritisation of potential sites, and using updated statistics as at February 2015, locations be grouped together into the following two Groups and the Priority Orders shown:

Group A (Locations with sites that could potentially deliver 10 or more homes):

<u>Priority</u>	<u>Location</u>
1	Loughton
2	Waltham Abbey
3	Epping
4	Ongar
5	Buckhurst Hill
6	North Weald

Group B (Locations with sites that could potentially deliver less than 10 homes):

<u>Priority</u>	<u>Location</u>
1	Roydon
2	Nazeing
3	Theydon Bois
4	High Ongar
5	Coopersale
6	Matching Green/Tye

- (4) That a review of the priority orders within Groups A and B in (2) above be undertaken by the Cabinet Committee in 3-years' time, having regard to the same strategic approach set-out in the existing Policy on the Prioritisation of sites; and
- (4) That, taking account of the priority order agreed by the Cabinet Committee in February 2014, Phase 3 be made up of 35 new homes on the following sites already agreed as viable by the Cabinet Committee at its meeting in December

2014, subject to the two revised feasibility studies at Queens Road, North Weald and Centre Drive (Site B), Epping, considered earlier on the agenda, being agreed, based on a total scheme cost of £6,395,477, with a subsidy requirement of £923,600:

- | | |
|----------------------------------|--|
| a) Queens Road, North Weald | - 12x3-bed 5P houses |
| b) Bluemans End, North Weald | - 4x3-bed 5P houses |
| c) Stewards Green Road, Epping | - 4x3-bed 5P houses |
| d) Site A Parklands, Coopersale | - 2x1-bed 2P flats & 2x2-bed 4P houses |
| e) Site C Parklands, Coopersale | - 1x2-bed 4P bungalow |
| f) Centre Avenue, Epping | - 2x3-bed 5P houses |
| g) Centre Drive (Site B), Epping | - 1x3-bed 5P houses |
| h) Site B Springfield, Epping | - 2x1-bed 2P bungalows |
| i) Site C Springfield, Epping | - 2x1-bed 2P bungalows & 2x2-bed 4P houses |
| j) 79 London Road, Ongar | - 1x3-bed 5P house |

(5) That, subject to the sites listed in recommendation (6) above being agreed, each site be progressed to detailed design stage, with planning applications being submitted and, subject to planning approval, tenders to be sought in accordance with the Procurement Strategy for House-building; and

(6) That Phase 4 of the Council's house-building programme focussing on Ongar and Buckhurst Hill.

Executive Summary:

The Cabinet has previously agreed a list of potential development sites for Council House-building, and the Cabinet Committee has also agreed at its meeting in February 2014 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. However, the Cabinet Committee required that a review be carried out after 12-months to make sure the priority order was still based on the demand.

This report not only reviews the demand for housing, but also seeks to agree the sites that will make up the next phase of the Council House-building Programme.

Reasons for Proposed Decision:

There is a need to review the prioritisation of potential sites for development based on the demand from those registered on the Council's housing waiting list, and also to agree the sites that are to go forward for Phase 3 of the Council House-building Programme.

Other Options for Action:

The main alternative options appear to be:

(a) To adopt a different approach to the prioritisation of sites – of which there are a myriad of alternatives.

(b) To alter the list of sites proposed for Phase 3.

(c) To review the prioritisation of sites in 12-months' time. However, due to the lead-in time to develop the feasibility studies and undertake the legal checks, it makes planning future phases difficult if the priority order changes on an annual basis.

Background

1. At its meeting in February 2014, the Cabinet Committee agreed a Policy on the future prioritisation of development sites based on rotating the developments around the towns/villages where sites are located, so that all areas have the benefit of affordable housing being provided in their area, with priority given to areas in which the highest number of housing applicants live. The strategy that was agreed takes account of:
 - a. Towns/villages with sites that could potentially deliver the greatest number of new properties being prioritised in preference to locations where less properties could be delivered; and
 - b. Where possible, development packages/phases (i.e. the grouping of sites into one works contract, usually undertaken each year) should generally comprise sites within the same town/village, in order to reduce the contractor's site set-up costs.
2. In February 2014, the Cabinet Committee, when agreeing the prioritisation order, asked that this list be reviewed in 12-months to make sure the order continued to match the demand for housing by those on the Council's waiting list. The tables below illustrate where those registered for housing on the Council's waiting list currently live, and are ranked for each of the two groups:

Group A (Comprising towns/villages with sites that could potentially deliver 10 or more new homes in total)

Group A (Capacity for 10 or more new homes)				
Priority Order	Location	No. of Housing Applicants	No. of Sites	Max. No. of Properties
1	Loughton	459	16 ^(#)	52 ^(#)
2	Waltham Abbey	413	18	71 ^(*)
3	Epping	102	5	12
4	Ongar	84	2	11
5	Buckhurst Hill	70	5	23
6	North Weald	40	2	16

(*) = Including the Year 1 sites

(#) = Excluding the sites at The Broadway

Group B (Comprising towns/villages with sites that could potentially deliver less than 10 new homes in total)

Group B (Capacity for less than 10 new homes)				
Priority Order	Location	No. of Housing Applicants	No. of Sites	Max. No. of Properties
1	Roydon	23	1	3
2	Nazeing	19	2	7
3	Theydon Bois	16	2	5
4	High Ongar	13	1	2
5	Coopersale	9	3	7
6	Matching Green/Tye	2	1	2

3. It is therefore recommended that the Policy on the Prioritisation of Sites, from which future phases, beyond Phase 3, are to be drawn up, be based on the revised ranking table set out in paragraph 2 above, with Phase 4 focussing on sites in Ongar and Buckhurst Hill.

4. With the locations already agreed by the Cabinet Committee for Phases 1 and 2 as Waltham Abbey and Loughton respectively, Phase 3 was identified in the report on the prioritisation of sites agreed by the Cabinet Committee in February 2014 as being Epping, Coopersale and North Weald. The Cabinet committee considered the feasibility studies for those sites at its meeting in December 2014, and all but three sites were considered viable. However, for two of the sites at Queens Road, North Weald and Centre Drive (Site B), Epping the Cabinet Committee asked that these be redrawn to achieve a different mix of properties. The revised feasibility studies are to be considered elsewhere on the agenda.

5. It is therefore recommended that Phase 3 be made up of 35 new homes on the following sites, subject to the two revised feasibility studies considered earlier on the agenda, being approved as viable, based on a total scheme cost of £6,395,477, with a subsidy requirement of £923,600 (see appendix 1 for the financial summary):

- a) Queens Road, North Weald - 12x3-bed 5P houses
- b) Bluemans End, North Weald - 4x3-bed 5P houses
- c) Stewards Green Road, Epping - 4x3-bed 5P houses
- d) Site A Parklands, Coopersale - 2x1-bed 2P flats & 2x2-bed 4P houses
- e) Site C Parklands, Coopersale - 1x2-bed 4P bungalow
- f) Centre Avenue, Epping - 2x3-bed 5P houses
- g) Centre Drive (Site B), Epping - 1x3-bed 5P houses
- h) Site B Springfield, Epping - 2x1-bed 2P bungalows
- i) Site C Springfield, Epping - 2x1-bed 2P bungalows & 2x2-bed 4P houses
- j) 79 London Road, Ongar - 1x3-bed 5P house

Resource Implications:

A capital expenditure for Phase 3 of £6,395,477, with a subsidy requirement of £923,600 to achieve a 30-year pay-back. The Cabinet has already agreed the required resources to deliver the Programme for the foreseeable future within the Housing Capital Programme, based on the Council's HRA Financial Plan.

Legal and Governance Implications:

It is considered good governance to adopt and follow a strategic approach to the prioritisation of sites, which has been agreed in an open and transparent way.

Safer, Cleaner and Greener Implications:

None.

Consultation Undertaken:

None

Background Papers:

- Existing Policy on the Prioritisation of Sites agreed by the Cabinet Committee in February 2014.
- Feasibility studies considered and agreed by the Cabinet Committee at its meeting in December 2014 for each of the sites making up Phase 3, as set out in the recommendations.

Impact Assessments:

Risk Management

There are no material risks associated with the proposed approach. The key issue from a risk management point of view is to ensure that potential development sites have development and financial appraisals undertaken, and progressed to the planning stage, in timely and co-ordinated fashion, to ensure that the Programme is not disrupted.

Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **unlawful discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

Within the Housing Service Strategy, it has been identified that the target groups that are affected by the Council's house building programme are people in need of:

- Affordable Housing,
- Homelessness assistance,
- Supported housing for special needs groups,
- Owners and occupiers of poor condition housing
- Council and housing association tenants.

From that, it was identified that generally, there is an under provision of suitable accommodation for nearly all target groups. This has been reaffirmed in the most recent Strategic Housing Market Assessment.

Decision making is affected by funding and other factors, such as the availability of building land suitable for particular groups e.g. the elderly or young families.

There is no evidence of unlawful discrimination in relation to the provision of affordable housing.

Sites	Postcode	Ward	unit mix	unit number	works	Total Scheme Costs (TSC)	Total subsidy required	Subsidy per unit - Ave.	TSC per unit - Ave.	NPV	IRR in %
Queens Rd, North Weald (Revised)	CM16 6JE	North Weald	12 x 3b5p	12	£2,046,000	£2,357,064	£ 29,500	£354,000	£ 196,422	£ 804,079	5.31
Bluemans Rd, North Weald	CM16 6HD	North Weald Bassett	4 x	4	£ 610,000	£ 706,254	£ 51,000	£ 12,750	£ 176,564	£ 257,835	5.31
Stewards Green Rd Epping	CM16 7DA	Epping Hemnall	4 x 3b5p	4	£ 595,000	£ 689,228	£ 36,600	£ 9,150	£ 172,307	£ 260,461	5.33
Parklands site A	CM16 7RE	Epping Hemnall	2 x 1b2p, 2 x 2b4p	4	£ 500,000	£ 578,263	£108,000	£ 27,000	£ 144,566	£ 184,002	5.31
Parklands site C	CM16 7RE	Epping Hemnall	1 x 1b2p	1	£ 175,000	£ 203,065	£122,000	£122,000	£ 203,065	£ 28,192	5.21
Centre Avenue Epping	CM16 4JU	Epping Hemnall	2 x 3b5p	2	£ 370,000	£ 428,328	£106,000	£ 53,000	£ 214,164	£ 125,581	5.3
Centre Drive site B (revised)	CM14 4JF	Epping	1 x 3b5p	1	£ 263,000	£ 304,085	£148,000	£148,000	£ 304,085	£ 59,234	5.28
Springfield site B Epping	CM16 4LA	Epping Hemnall	2 x 1b2p	2	£ 265,000	£ 306,643	£135,000	£ 67,500	£ 153,322	£ 64,141	5.28
Springfield site C Epping	CM16 4LA	Epping Hemnall	2 x 1b2p, 2 x 2b4p	4	£ 530,000	£ 612,181	£144,000	£ 36,000	£ 153,045	£ 186,084	5.34
London Road Ongar	CM5 9PH	Passingford	1 x 3b5p	1	£ 180,000	£ 210,336	£ 43,500	£ 43,500	£ 210,336	£ 67,093	5.33
Totals - Sums or averages				35	£5,534,000	£6,395,447	£923,600	£ 87,290	£ 192,788	£ 203,670	5.30

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