

Committee Agenda



**Epping Forest
District Council**

Asset Management and Economic Development Cabinet Committee Thursday, 27th October, 2016

You are invited to attend the next meeting of **Asset Management and Economic Development Cabinet Committee**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping
on Thursday, 27th October, 2016
at 7.00 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

J Leither, Democratic Services Tel 01992 564756
Email:democraticservices@eppingforestdc.gov.uk

Members:

Councillors A Grigg (Chairman), W Breare-Hall (Vice-Chairman), H Kane, G Mohindra and G Waller

1. WEBCASTING INTRODUCTION

- (a) This meeting is to be webcast;
- (b) Members are reminded of the need to activate their microphones before speaking; and
- (c) the Chairman will read the following announcement:

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

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

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

Please could I also remind Members to activate their microphones before speaking.

2. APOLOGIES FOR ABSENCE

(Director of Governance) To be announced at the meeting.

3. SUBSTITUTE MEMBERS

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

4. DECLARATIONS OF INTEREST

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

5. MINUTES (Pages 5 - 10)

To confirm the minutes of the last meeting of the Cabinet Committee held on 22 August 2016.

6. ECONOMIC DEVELOPMENT TEAM PROGRESS REPORT (Pages 11 - 16)

(Director of Neighbourhoods) To consider the attached report AMED-007-2016/17.

7. ASSET MANAGEMENT CO-ORDINATION GROUP REPORT (Pages 17 - 20)

(Director of Neighbourhoods) To consider the attached report AMED-008-2016/17.

8. EPPING FOREST SHOPPING PARK - PROGRESS REPORT (Pages 21 - 24)

(Director of Neighbourhoods) To consider the attached report AMED-009-2016/17.

9. ANY OTHER BUSINESS

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

10. EXCLUSION OF PUBLIC AND PRESS

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

Agenda Item No	Subject	Exempt Information Paragraph Number
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N/A

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

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

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

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

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EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

Committee: Asset Management and Economic Development Cabinet Committee **Date:** Monday, 22 August 2016

Place: Council Chamber, Civic Offices, High Street, Epping **Time:** 7.00 - 7.55 pm

Members Present: Councillors A Grigg (Chairman), H Kane, G Mohindra and A Lion

Other Councillors: Councillors L Girling, C C Pond and D Stallan

Apologies: Councillor W Breare-Hall

Officers Present: D Macnab (Deputy Chief Executive and Director of Neighbourhoods), A Hall (Director of Communities), S Tautz (Democratic Services Manager) and S Mitchell (PR Website Editor)

Also in attendance: C Pasterfield (Asset Management Development Consultant) and T McLaughlin (Consultant, White, Young and Green)

11. WEBCASTING INTRODUCTION

The Chairman reminded everyone present that the meeting would be broadcast live to the Internet and that the Council had adopted a protocol for the webcasting of its meetings.

12. SUBSTITUTE MEMBERS

The Director of Governance reported that Councillor A. Lion had been appointed as substitute for Councillor W. Breare-Hall at the meeting.

13. DECLARATIONS OF INTEREST

No declarations of interest were made by members of the Committee, pursuant to the Council's Code of Conduct.

14. MINUTES

RESOLVED:

That the minutes of the meeting of the Committee held on 30 June 2016 be taken as read and signed by the Chairman as a correct record.

15. VERE ROAD, LOUGHTON - CAR PARKING & AFFORDABLE HOUSING PLAN

The Committee was reminded that it had previously considered and adopted a Broadway Regeneration Action Plan, setting out the Council's planned approach to the development of various sites in the Broadway area of Loughton.

The Director of Communities presented a report relating to five separate areas of Council-owned land at Vere Road, Loughton, to the north of The Broadway, which were currently used to provide either Council garages or public car parking spaces. Members were advised that, in accordance with the development agreement for the site of the former Sir Winston Churchill Public House, the Council was required to provide sufficient land for 58 car parking spaces to be constructed by the developer of that site (Higgins Homes) on one or two of the specific sites at Vere Road, at the developer's expense. The report provided various options for future car parking arrangements and the development of affordable housing schemes on the sites at Vere Road, which were considered by the Committee.

The approach recommended by the report of the Director of Communities offered a balanced approach to car parking and the provision of new affordable homes in the area, providing around 96 public parking spaces (compared to the current 63 spaces) and 10 new affordable rented properties. Members were advised that Higgins Homes had offered to meet the cost of the re-construction of some of the public car parking spaces, and that it was proposed that the costs of re-constructing the remaining public car parking spaces be assessed, with a view to appropriate budget provision being made to undertake the works within the Capital Programme for 2017/18. The Director of Communities advised the Committee that the Council would receive an annual income from each of the 58 car parking spaces to be constructed by Higgins Homes at Vere Road, even in the event that any of the spaces were not actually utilised by residents of the new residential development on the former Sir Winston Churchill Public House site.

The Committee noted that the ward members in attendance at the meeting were generally in favour of the option proposed in the report, subject to the completion of scheme designs to ensure the continued provision of access to the rear of the shops along The Broadway by local traders and the grant of planning permission where necessary. One of the ward members in attendance raised concern with regard to parking on the footpath at front of the shops along The Broadway by traders and those making deliveries to the shops. The Director of Neighbourhoods advised the Committee that the ongoing Debden Parking Review would address a range of parking-related issues for the area and that he would draw the issues of pavement parking at The Broadway to the attention of relevant officers for investigation.

RECOMMENDED:

That Option 3 set out within the report be pursued, in order to provide a cohesive Car Parking and Affordable Housing Plan for Vere Road, Loughton and that:

- (a) the previous decision of the Cabinet that Moat Housing be provided with a 999-year lease to develop Site 1 for affordable housing be rescinded and that around 50 car parking spaces for the use of residents of the private development by Higgins Homes on the site of the former Winston Churchill Public House be constructed on Site 1, with the construction costs met by Higgins Homes in accordance with the Development Agreement between the two parties;
- (b) site 2 be re-constructed by Higgins Homes to provide around 8 car parking spaces for the Higgins Homes development and around 55 public car parking spaces, with the construction costs met by Higgins Homes;
- (c) site 3 be marked-out, equipped and included within the Council's pay and display regime to provide around 7 public pay and display car parking spaces;

- (d) the 20 Council-owned garages on Site 4 be demolished and reconstructed and equipped to provide around 34 public car parking spaces;
- (e) planning permission be sought for the development of 10 affordable rented flats, with associated car parking, on Site 5 in accordance with the Development Appraisal previously approved by the Council Housebuilding Cabinet Committee; and
- (f) the Director of Neighbourhoods obtain a budget estimate for the cost of reconstructing and equipping Sites 3 and 4 for the provision of this work and seeks the inclusion of appropriate budget provision for the work within the Capital Programme for 2017/18, when this is next reviewed by the Cabinet.

REASONS FOR DECISION:

In accordance with the Development Agreement between the Council and Higgins Homes, the authority had an obligation to provide sufficient land for the provision of car parking spaces for the occupants of the residential development to be constructed on the site of the former Sir Winston Churchill Public House. Accordingly, and in view of proposals previously agreed for the provision of affordable housing on two of the Council's sites at Vere Road, there was a need to formulate a cohesive plan for future car parking arrangements and affordable housing developments along Vere Road.

OTHER OPTIONS CONSIDERED AND REJECTED:

The Committee considered other options for the provision of a Car Parking and Affordable Housing Plan for Vere Road, including the maximisation of affordable housing on Site 1 and Site 5 with reduced public car parking provision, and the maximisation of the provision of public car parking with no affordable housing provision.

16. ANY OTHER BUSINESS

The Director of Governance reported that there was no other urgent business for consideration at the meeting.

17. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded from the meeting for the items of business set out below on the grounds that they would involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972:

<u>Agenda Item No.</u>	<u>Subject</u>	<u>Exempt Information Paragraph Number</u>
9	Epping Forest Shopping Park – Progress Report	3

18. EPPING FOREST SHOPPING PARK - PROGRESS REPORT

The Council's Asset Management Development Consultant, Mr. C. Pasterfield, presented a report on current progress with regard to the development of the Epping

Forest Shopping Park. Mr. Pasterfield was accompanied by Mr. T. McLaughlin of White, Young and Green, the Council's appointed consultants for the management of the highway works related to the development of the shopping park, pursuant to Section 278 of the Highways Act 1980.

Mr. McLaughlin advised the Committee that the highway works were due to commence from the third week of September 2016, for a period of 39/40 weeks duration, and that this timescale included provision for weather-related delay. Members noted that all necessary works (including road closures) were to be undertaken during the hours of 8.00pm to 5.30am as a requirement of Essex County Council (the Highway Authority), in order to maintain traffic flows in the area of the shopping park site. A letter outlining the works to be carried out, including contact arrangements for complaints, had been issued to local residents by the works contractor and further communications would be made with residents at key stages in the works programme. The Committee requested that the letter already issued to local residents be provided to the local members for the Loughton Alderton and Loughton Broadway wards, and that monitoring of the progress of the highway works be included as a standing element of the regular report on overall scheme progress.

Mr. Pasterfield reported that the contract for the construction of the Shopping Park had been awarded to McLaughlin and Harvey Construction, who were due to take possession of the site and commence work in early September 2016. The Committee was advised that the marketing of the Shopping Park had continued and that strong interest was being expressed by a number of parties. Mr. Pasterfield reported that legal agreements for the lease of various units were currently awaiting completion by external solicitors. Members noted that the Council's Grounds Maintenance and Fleet Operations services had substantially relocated to the new depot at Oakwood Hill in Loughton and that the Langston Road Depot would shortly become fully vacant.

Mr. Pasterfield reported that a combination of the delay in the commencement of the highway works and the need to re-tender the main construction contract, had led to the opening date for the shopping park to be revised to August 2017. The Committee was advised that it was possible that any delays in the completion of the highway works could adversely affect the planned opening date of the shopping park.

The Director of Neighbourhoods reported to the Committee on the results of an analysis undertaken by the Council's Economic Development Section with regard to the potential impact of the shopping park on business operating in its locality and elsewhere within (and outside) the Epping Forest District. The Committee requested that the analysis also be provided to local members for their information.

RESOLVED:

- (1) That current progress with regard to the development of the Epping Forest Shopping Park, including the required highway works, be noted; and
- (2) That monitoring of the progress of the highway works related to the development of the shopping park be included as a standing element of the report on overall scheme progress made to each meeting.

REASONS FOR DECISION:

To comply with the previous request of the Committee that it periodically monitor the development of the Council's property assets and, in particular that it receive regular detailed reports on progress with regard to the development of the Epping Forest Shopping Park.

OTHER OPTIONS CONSIDERED AND REJECTED:

None. The progress report was submitted at the specific request of the Committee.

CHAIRMAN

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Report to the Asset Management and Economic Development Cabinet Committee



**Epping Forest
District Council**

Report reference: AMED-007-2016/17

Date of meeting: 27 October 2016

Portfolio: Asset Management and Economic Development

Subject: Economic Development Report

Responsible Officer: Mike Warr / Vicki Willis (01992 564472 / 564593)

Democratic Services: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

To note the progress and work programme of the Council's Economic Development Section;

Executive Summary:

This report updates the Cabinet Committee on a number of projects, themes and issues being explored by the Economic Development Team.

Reasons for Proposed Decision:

To appraise the Committee on progress made with regard to Economic Development issues.

Other Options for Action:

None, as this monitoring report is for information not action.

Report:

1. Visitor Economy

Economic Development along with colleagues in Planning has commissioned Hotel Solutions to undertake a Visitor Accommodation Needs Assessment for the district. The first phase of this study took place in August 2016 with work informing the visitor accommodation policy in the draft Local Plan. This stage of work comprised an audit of current visitor accommodation supply; a review of past and current proposals for visitor accommodation; a review of national trends in hotel and visitor accommodation development; initial consultation with Officers, Members and key stakeholders and review of approaches to tourist accommodation planning policies elsewhere. Phase 2 of the study is currently being refined in light of the first stage findings and will hopefully commence in November 2016. This will provide more evidence around the need and potential for the development of visitor accommodation with the District.

2. Town Centres

The most recent Town Teams Meeting was very well attended and was a very positive

experience with a sense of energy and enthusiasm coming across from the town partnerships.

The Town and Village Centres Opportunities Fund has been launched for 2016/17 accompanied by a new policy document for the current year which will hopefully enable a wider range of organisations to apply and access the funding, generating a wider range of initiatives to support our local economic centres. Several projects have been delivered in recent months with assistance from the Fund including, environmental improvements to the shopping area in North Weald with new flower beds and planting and separate promotional maps produced to promote Buckhurst Hill and Loughton Broadway town centres. The Economic Development Team is in contact with a number of partners in connection with the Fund, including a number of non-town partnership groups. Further bids and proposals are in the pipeline and will be reported to Members in due course.

3. Business Support

Pop Up Business Café

On 13th July the newly refurbished Epping Forest District Museum was very pleased to host a different kind of event - the district's first ever Pop-Up Business Café. Co-ordinated by the Economic Development Team in partnership with BEST Growth Hub, the aim of the session was to provide established and start-up businesses with the opportunity to access informal advice on a wide range of subjects vital to a business's success. The event attracted more than 30 local businesses and start-ups from across the District, many of which Economic Development and the Growth Hub had not had active contact with before. These included, a baking school, bookkeepers, an antiques auctioneer, a hotelier, café operators, property professionals and a dog whisperer. Most of the six voluntary advisers were from businesses based in the local area and all were very positive after the event and said they would participate in similar activities in the future. They are also now contacts that the Team may approach to potentially support different projects in the future.

There was positive comment on social media about the event and the Team has made direct follow-ups with six of the businesses and has also received expressions of interest from further businesses that would be interested in giving their time and advice at similar events in the future. BEST Growth Hub's monitoring shows a hike in local activity following the event with close to one third of its total 'engagements' to date in the district happening in the two months after the event (notwithstanding that this was peak holiday season also). We continue to work closely with BEST to try and increase take-up of its services locally. This will include spreading the word about a new programme of business workshops and assisting them in potentially establishing surgery sessions in the local area.

Low Carbon Across the South East (LoCASE)

LoCASE is a new EU funded project set up to help small or medium enterprise businesses across the South East Local Enterprise Partnership (SELEP) region to tackle and adapt to climate change, aiming to reduce business costs by cutting emissions and to promote the opportunities of the low carbon market. The scheme is not stalled by Brexit and the Economic Development Team has met with the Delivery Manager to discuss how we can work with them to help spread the word locally e.g. promoting in person when meeting local businesses and partners, inviting LoCASE to attend local business events, promoting in our Business Briefing, news updates and via EFDC social media etc. The Delivery Team is already engaging with a number of businesses in our district and at least two businesses are well advanced in their applications. Economic Development will report further on individual business awards and work with LoCASE to ensure the promotion of successful applicants to encourage more applicants to come forward.

Eastern Plateau Rural Development Programme

The continuation of the Eastern Plateau Programme funded by the European Commission and Defra has been a little less certain since Brexit. The current position is that it is 'business as usual' with the Fund pending any announcement that might be made as part of the Autumn Statement. The key objective of the programme is to grow the rural economy of the Eastern Plateau area with a focus on business growth and job creation. The scheme covers a defined geographical area of rural East Herts, North Herts, Uttlesford & Epping Forest districts. It is possible that a project within Epping Forest District may be considered by the Panel prior to the Autumn Statement and if the Eastern Plateau programme is permitted to continue the Economic Development Team will continue to promote it and support the assessment process.

4. Broadband

Business Breakfast

In September, a very successful Broadband Business Breakfast was held at Mulberry House in High Ongar. This attracted a number of local businesses from across the Epping Forest District as well as a number of key local stakeholders and industry representatives.

Delegates heard a number of presentations highlighting opportunities for business growth that were made possible by the building of the ultrafast and superfast broadband networks throughout the district.

A number of useful introductions were made at the event and many businesses and stakeholders took advantage of having a range of key industry representatives in the same room to discuss their individual situations and requirements. In an attempt to measure the effectiveness of the event and learn from the experience for future events feedback was sought from delegates. Although the number of delegates submitting feedback was limited, all of the responses were positive about the variety and quality of the programme of speakers. The majority of responses were also positive about the venue and catering as well as the balance between the formal presentations and the opportunities for networking and engagement. Useful suggestions for the format of future events as well as how to publicise events and generate greater levels of interest were also received. Finally, the event sponsors and participating speakers all spoke positively about the event and the opportunity to speak directly to businesses.

Ultrafast Network

The Rural Challenge Project continues to make progress across the district. In excess of 140km of ultrafast fibre broadband network has now been built with over 1800 customer pots installed at the edge of premises. Cabinets in Bobbingworth, Fyfield, Norton Heath, Abbess Roding and Toot Hill are now live with a further four cabinets in the build phase.

5. Partner Liaison

The Economic Development team continues to liaise with, support and attend meetings with a number of Partner Organisations. These include, at varying intervals:

- Essex County Council
- South East Local Enterprise Partnership (SE LEP)
- Invest Essex and Essex Innovation Programme
- Lea Valley Food Taskforce
- Essex Economic Development Officer group
- Essex Tourism Officer Group
- Epping Forest District Town Team
- Eastern Plateau Local Action Group

- Stansted Airport Local Authority Forum
- Tourism & Visitor Board
- West Essex Skills & Learning Forum
- Waltham Abbey Town Partnership
- One Epping Forest
- Superfast Essex

Resource Implications:

None as this is a progress report.

Legal and Governance Implications:

None as this is a progress report.

Safer, Cleaner and Greener Implications:

None as this is a progress report.

Consultation Undertaken:

None as this is a progress report.

Background Papers:

None

Risk Management:

N/A

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.

There are no implications to consider as this report is a progress report.

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Report to the Asset Management and Economic Development Cabinet Committee



**Epping Forest
District Council**

Report reference: AMED-008-2016/17

Date of meeting: 27 October 2016

Portfolio: Asset Management and Economic Development

Subject: Asset Management Co-ordination Group Report

Responsible Officer: Derek Macnab (01992 564050)

Democratic Services: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

- (1) To note progress on the Council's Asset Management and Development Projects.

Executive Summary:

This report updates the Cabinet Committee on a number of projects as discussed at previous meetings.

Reasons for Proposed Decision:

To comply with the Cabinet Committee's previous request to monitor the development of the Council's property assets on a regular basis.

Other Options for Action:

None, as monitoring report is for information.

Report:

1. **Epping Forest Shopping Park** – a more detailed progress report is contained within a separate report on the Agenda.
2. **Oakwood Hill Depot** – The new depot at Oakwood Hill is complete and all services displaced from Langston Road are operating effectively from their new base. Work has commenced on the Final Account, within some additional costs incurred due to ground conditions likely to be offset by a claim against the contractor for delay. The new MOT Station received a full VOSA accreditation at the beginning of August and usage has picked up well, the site benefitting from greater visibility from passing trade. In time, it is still hoped to relocate the Council's Countrycare Service to Oakwood Hill from Townmead in Waltham Abbey.
3. **Pyrles Lane Nursery** – A development appraisal in accordance with the planning approval has been prepared by external consultants, the results of which will be formally reported to Cabinet in December 2016. Members of Cabinet will be asked to determine how the site will subsequently be marketed.

4. **St John's Road** – Negotiations have reached a conclusion between Essex County Council, the District Council and Frontier Estates. Draft documentation nearing completion for exchange of contracts, which will no longer be provisional as the Secretary of State's Approval under the State Aid Regulations has been received.
5. **North Weald Airfield** – Due to changes in procurement legislation, it will no longer be possible to seek to obtain an operational partner on a "concessionary contract" basis. A full OJEU process will need to be followed as per other major service contracts. Capacity is not available at this time to take the procurement forward but should commence early in the New Year, once the Council has let the new Leisure Management Contract.
6. **Site of Former Public House – Winston Churchill** – A report was considered and agreed by Cabinet in September regarding car parking provision for the development and potential improvements to the Vere Road Car Parks. A report seeking capital funding for the improvements is being prepared.
7. **Ongar Academy** – Work has commenced on the new school. There is no longer any intention to report, as the Council's landholding interest in this site has now been disposed of.
8. **Townmead Depot** – Alternative issues still be explored. However, as a result of a Health and Safety Audit, remedial works to be undertaken as part of the 2017/18 planned maintenance programme to be considered by Cabinet in November.
9. **Hillhouse Development** – Planning Application to be considered by District Development Management Committee on the 28 November. Tenders have been returned for the Leisure Management Contract, (to include the new Leisure Centre) which is to be considered by Council in December 2016.

Resource Implications:

None as this is a progress report.

Legal and Governance Implications:

As referred to in individual sections.

Safer, Cleaner and Greener Implications:

N/A

Consultation Undertaken:

None

Background Papers:

Cabinet Reports on individual Capital Schemes.

Risk Management:

Risks relevant to each project are contained within Departmental Service Plans or Corporate Risk Register.

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.

None as this is a monitoring report only.

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Report to the Asset Management and Economic Development Cabinet Committee



**Epping Forest
District Council**

Report reference: AMED-009-2016/17

Date of meeting: 27 October 2016

Portfolio: Asset Management and Economic Development

Subject: Epping Forest Shopping Park – Progress Report

Responsible Officer: Chris Pasterfield (01992 564051)

Democratic Services: Jackie Leither (01992 564756)

Recommendations/Decisions Required:

To note progress report on the development of the new Epping Forest Shopping Park to include an update on the potential tenant mix.

Executive Summary:

This report advises Members of current progress with respect to the construction of the Shopping Park and the associated highways work. Members of the Council's Consultancy Team will be present to update the position with regard to the timetable and also how negotiations are proceeding with potential tenants.

Reasons for Proposed Decision:

To comply with the Cabinet Committee's previous request to monitor the development of the Council's property assets and, in particular, progress relating to the development of the Epping Forest Shopping Park.

Other Options for Action:

None as the report is at the specific request of Members.

Report:

1. At the Cabinet Committee meeting of the 21 July 2016, the Portfolio Holder for Asset Management & Economic Development presented a report on the award of the main Construction Contract for the Epping Forest Shopping Park.
2. The Portfolio Holder explained that the re-tendering of the main building contract for the Shopping Park was carried out under European procurement regulations for a two-stage tender. Three tenders were received on 3 May 2016, and were evaluated by the Project Team including interviews with all three contractors on 26 May 2016. The bid from McLaughlin & Harvey Construction represented the best combination of both quality and cost and they were subsequently appointed.

3. A letter of intent was issued to enable McLaughlin and Harvey to start mobilisation and they formally took possession of the site on the 12 September.
4. In advance of the main contractor receiving possession, a letter of termination was issued to cease the temporary licence for car parking on the T11 portion of the site. This car parking has dispersed with a subsequent increase in the use of the Council's off-street car parking in the Broadway area being observed, to include uplift in annual permits being purchased for the long-stay car parks.
5. After a positive initial contract initiation meeting, McLaughlin and Harvey are making good progress, with demolition of existing buildings and site clearance largely complete. Excavations have been dug for the surface water attenuation scheme and work is shortly due to commence on the retaining wall to the rear of the site. The current predicted programme for the build is 41 weeks with the retail units being completed in two phases, facilitating fit-out by prospective tenants.
6. The Portfolio Holder also reported that amendments to the construction programme for the Section 278 Works for the Shopping Park has increased the cost of this contract. The report on the Cabinet Agenda had requested approval for an increase of £343,053 to the original contract sum; however, further amendments requested by Essex County Council had increased the cost of this contract by £908,208 and approval for this increase was also agreed.
7. The main highways contractor, Walkers Construction commenced work on the 5 September 2016, under a temporary licence issued by Essex County Highways. There are still two outstanding matters to be finalised in a relation to the concrete structure of the attenuation tanks for control of drainage and amendments arising from the layout of an existing gas main.
8. Progress is still positive with relation to the securing of tenants, with many lets in the hands of solicitors. The Council's marketing consultants will also be present to discuss progress in this regard and will be providing a further report which will be considered in Part II because of the commercial sensitivity of some of its content.

Resource Implications:

As contained in the body of the report in relation to the costs of construction/highways.

Legal and Governance Implications:

External Legal Advice is being provided on the project.

Safer, Cleaner and Greener Implications:

The Shopping Park will comply with modern efficiency standards and incorporate systems to ensure the security and safety of premises and customers.

Consultation Undertaken:

Essex County Council Highways.

Background Papers:

Cabinet Report on the 21 July 2016.

Risk Management:

A risk management schedule is being maintained for the project.

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.

The new Shopping Park will be fully accessible for people with disabilities.

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