

Supplementary Committee Agenda



**Epping Forest
District Council**

Cabinet Thursday, 5th November, 2015

Place: Council Chamber,
Civic Offices, High Street, Epping

Time: 7.00 pm

Democratic Services: Gary Woodhall
The Directorate of Governance
Tel: 01992 564470
Email: democraticservices@eppingforestdc.gov.uk

15. ANY OTHER BUSINESS

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) 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.

15.a EPPING FOREST SHOPPING PARK - PROGRESS REPORT (Pages 75 - 78)

(Asset Management & Economic Development Portfolio Holder) To consider the attached report (C-045-2015/16).

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Report to the Cabinet

Report reference: C-045-2014/15
Date of meeting: 5 November 2015



**Epping Forest
District Council**

Portfolio: Asset Management and Economic Development
Subject: Epping Forest Shopping Park – Progress Report
Responsible Officer: Chris Pasterfield (01992 564124).
Democratic Services: Gary Woodhall (01992 564470).

Recommendations/Decisions Required:

- (1) That the progress made on the Epping Forest Shopping Park project be noted.

Executive Summary:

This report advises Members on progress with respect to the development of the new Epping Forest Shopping Park in Langston Road, Loughton.

Reasons for Proposed Decision:

The Council having acquired the interest of their development partner Polofind Ltd, is now the sole owner, developer and future operator. The project represents a major capital investment on behalf of the Council. Bringing forward the development is not only complex but has an element of risk. As such, Cabinet has requested progress reports at each cycle of meetings.

Other Options for Action:

None as this is in accordance with a specific request of the Cabinet.

Report:

1. Following the purchase of Polofind Limited's interest on 3 July 2015, the emphasis has been on procuring the development as soon as possible to obtain the flow of rental income.

Project Management

2. DAC Beachcroft are continuing to advise the Council on all aspects of the project including consultant contracts, tendering and building contracts for the S278 works and main contract and tenants leases. White Young Green continue to advise the Council on project management of the S278 Works and main contract aided by other consultants as required.

Highways

3. The closing date for tenders for the Section 278 works was Wednesday 28 October at 5.00pm. Tenders are being analysed by the Council's consultants and a decision to appoint a contractor is hoped to be made shortly.

Planning

4. The Reserved Matters Planning Application was approved on 10 June 2015. Work continues on condition information requirements which have been mainly approved but details of the landscaping scheme are being finalised.

Architectural

5. The only architectural matters being worked on are those being raised by potential tenants and their fitting out and design requirements.

Utilities

6. As mentioned above the utilities companies estimates for diversion works have been paid and the civil works will be included in the main S278 contract.

CDM/Health and Safety

7. JMP have agreed to take on the role of Principal Designer for the S278 works and PRC Architects for the EFSP main contract. These services will be incorporated into the consultant contracts being drafted by DAC Beachcroft.

Procurement of EFSP Main Contract

8. The tender for the main building contract was uploaded onto the Contract Finders government web site and went live on 15 October in accordance with European OJEU Procedures. The closing date for tenders is midnight on Monday 23 November. Tenders will then be analysed by consultants from the project team to assess the best tender in accordance with the criteria set out.

Marketing/Letting

9. Marketing of the scheme continues with strong interest from a number of quarters and at this time there are no negotiations with discounter brands but there is wide interest from a number of different retail areas including fashion, toys, furniture, sports, outdoor activities and food.

Relocation of Other Users

10. Work is progressing on site and piling has been completed. Work on the foundations has commenced and erection of the steel frame will be progressed in November.

Resource Implications:

None.

Legal and Governance Implications:

The Council has engaged legal advisors to support the procurement process. Although Cabinet will continue to receive regular progress reports, it is intended that the Asset Management Cabinet Committee has taken on the role of more detailed scrutiny of the project to ensure that good governance continues to be achieved.

Safer, Cleaner and Greener Implications:

Highways improvements will reduce congestion and emissions. Security at the shopping park will involve the use of ANPR and CCTV

Consultation Undertaken:

Essex County Council Highways.

Background Papers:

Report to Cabinet 20 July 2015.
Report to Council 23 June 2015.

Risk Management:

The project is subject to constant risk management with a formal Risk Assessment Register reviewed regularly at Project Team Meetings.

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 new shopping park will be fully accessible with facilities for people with disabilities and young children.