

# Committee Agenda



**Epping Forest  
District Council**

## ***Asset Management and Economic Development Cabinet Committee Thursday, 25th October, 2018***

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, 25th October, 2018  
at 7.30 pm .**

**Derek Macnab  
Acting Chief Executive**

**Democratic Services  
Officer**

J Leither Tel: (01992) 564756  
Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

### **Members:**

Councillors A Grigg (Chairman), N Avey, H Kane, S Kane, G Mohindra

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### **1. WEBCASTING INTRODUCTION**

This meeting is to be webcast and members are reminded of the need to activate their microphones before speaking. The Chairman will read the following announcement:

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

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

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

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

### **2. APOLOGIES FOR ABSENCE**

To be announced at the meeting.

### **3. SUBSTITUTE MEMBERS**

To report the appointment of any substitute members for the meeting.

**4. DECLARATIONS OF INTEREST**

To declare interests in any items on the agenda.

**5. MINUTES (Pages 5 - 10)**

To confirm the minutes of the meeting of the Committee held on 19 July 2018.

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

To consider the attached report (AMED-003-2018/19).

**7. ASSET MANAGEMENT DEVELOPMENT PROJECTS - PROGRESS REPORT (Pages 17 - 22)**

(Acting Chief Executive) To consider the attached report (AMED-004-2018/19).

**8. ANY OTHER BUSINESS**

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

**9. EXCLUSION OF PUBLIC AND PRESS**

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

<b>Agenda Item No</b>	<b>Subject</b>	<b>Exempt Information Paragraph Number</b>
Nil	Nil	Nil

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

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

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not

include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection 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:** Thursday, 19 July 2018

**Place:** Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 7.55 pm

**Members Present:** Councillors A Grigg (Chairman), N Avey, H Kane, S Kane and J Philip

**Other Councillors:** Councillor J M Whitehouse

**Apologies:** G Mohindra

**Officers Present:** D Macnab (Acting Chief Executive), M Warr (Economic Development Officer), J Leither (Democratic Services Officer) and S Kits (Social Media and Customer Services Officer)

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### 1. 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.

### 2. SUBSTITUTE MEMBERS

The Cabinet Committee noted that Councillor J Philip substituted for Councillor G Mohindra.

### 3. DECLARATIONS OF INTEREST

(a) Pursuant to the Council's Code of Member Conduct, Councillor N Avey declared a personal interest in agenda item 7, St John's Road Development by virtue of being the Chairman of Epping Town Council. The Councillor had determined that his interest was non-pecuniary but would leave the meeting if the discussion became too detailed and required a pecuniary interest to be declared.

(b) Pursuant to the Council's Code of Member Conduct, Councillor J M Whitehouse declared a personal interest in agenda item 7, St John's Road Development by virtue of being an Epping Town Councillor and a resident of St John's Road, Epping. The Councillor had determined that his interest was non-pecuniary but would leave the meeting if the discussion became too detailed and required a pecuniary interest to be declared.

### 4. MINUTES

#### **Resolved:**

That the minutes of the meeting held on 19 April 2018 be taken as read and signed by the Chairman as a correct record.

## **5. ECONOMIC DEVELOPMENT - PROGRESS REPORT**

The Economic Development Officer (EDO) presented a report to the Cabinet Committee and updated them on a number of projects and issues being explored by the Economic Development Team.

### **6. Digital Innovation Programme**

At the last meeting of the Cabinet Committee held on the 4 April 2018, at the request of the Chairman, the EDO agreed to give a presentation to the Cabinet Committee regarding the background of the Digital Innovation Programme. The EDO advised that with the Digital Innovation Strategy now due to be launched in September 2018 rather than July 2018 a more substantial presentation would now come to the next meeting of the Cabinet Committee on the 18 October 2018.

A team led by Epping Forest District Council (EFDC) on behalf of the DIZ Board and in conjunction with Princess Alexandra Hospital, West Essex CCG and Essex Partnership University Trust had been successful in gaining a place on the LGA / The Design Council programme 'Design in the Public Sector' and had been examining options to use digital approaches to reduce A&E attendance amongst the Over-75s. The training programme had now concluded but the work continued and the Economic Development Team were currently prototyping laptop technology for ambulance crews to improve the flow of patient information. The LGA had approached EFDC to feature the project in 'first' magazine and the article would be published in the edition at the end of July 2018.

### **7. Superfast Broadband**

The Rural Challenge Project had now been completed. The Project had seen in excess of 4,000 properties connected to the fibre broadband network installed by Gigaclear.

Following agreement by the Cabinet to contribute a further £350,000 of Council funding towards further broadband infrastructure, Phase 4 could begin and would bring a further 2,188 properties able to be connected to the fibre broadband network. Phase 4 would be delivered by the end of 2019 and would bring the superfast broadband coverage in the district up to 99.67%.

#### **Resolved:**

- (1) That the current progress and work programme of the Council's Economic Development Section were noted; and
- (2) That the EDO would give a presentation to the next meeting of the Cabinet Committee regarding the Digital Innovation Zone.

#### **Reasons for Decision:**

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

#### **Other Options Considered and Rejected:**

None, as this was a monitoring report for information, not action.

## **6. ASSET MANAGEMENT DEVELOPMENT PROJECTS - PROGRESS REPORT**

The Director of Neighbourhoods presented a report to the Cabinet Committee and updated Members on further developments to the report since it had been published.

### **(1) Epping Forest Shopping Park**

The remaining three units had now been secured. Mountain Warehouse were actively trading and reported that trade was proving popular with customers. Home Bargains were in the process of fitting out their unit and the unit acquired by Boots was in the hands of Solicitors and should be concluded by the end of August 2018. All aspects of the construction of the park have been completed and the Council were now in the default notice period.

There had been an issue to the roof of one of the units, Smyths Toys, which had a leak. The contractors had been back on site to fix the leak and the Council were confident that this had now been remedied.

The Shopping Park was approaching its first anniversary and the feedback from the traders was very positive.

### **(2) Oakwood Hill Depot**

The Depot had been open for approximately 2 years and was constructed in order for the Council to relocate services the Fleet and Grounds Maintenance Service from Langston Road. As part of the St John's Road redevelopment and as part of the Council's rationalisation it was intended to move the Housing Repair Service to some surplus capacity at Oakwood Hill. It had been ascertained that before the Housing Repairs Service could move to the Depot a requirement for more car parking was needed. A feasibility study had been completed and a planning application to provide the extra car parking to facilitate the Housing Repairs Service had now been submitted.

### **(3) Pyrles Lane Nursery**

As previously reported it had been the intention to auction this site. The auctioneers had advised that the scale of the development was too large and they advised that the most appropriate means of disposing of the site would be to actively market it by the Council's Agents. The sale was being promoted within the property market on the basis of a private treaty expecting offers in excess of £3m. An option has been included in the sales particulars for any potential developer to build the affordable housing element of the scheme with a view to the Council purchasing the homes to form part of the Council's housing stock. To date there had been in excess of 40 expressions of interest which was very encouraging.

### **(4) St John's Road Redevelopment**

Frontier Estates have signed the documents and they were now in the hands of the solicitors acting for Epping Town Council. Epping Town Council's solicitor has requested an email from EFDCs solicitor advising that the Council are satisfied with all the amendments which were a result of the Town Council and Frontier Estates.

A meeting was held in late June with Frontier Estates, Epping Town Council and the District Council to finalise the details. It was confirmed that Frontier Estates wished to proceed with the same mixed use scheme in accordance with their expression of interest and the agreed Design and Development Brief. Frontier Estates were being

encouraged to enter into a Planning Performance Agreement to assist them in bringing their planning application forward.

**(5) North Weald Airfield**

As highlighted at the last Cabinet Committee meeting, the lease with the National Police Air Service had been completed and work would commence shortly on the construction of their new facilities. In the first instance the new facilities would be temporary as they were keen to relocate from their current operational site as soon as possible. To reduce the risk, an option to relocate the model flying club to an alternative site on the old golf range, just outside the perimeter of the Airfield was being actively pursued. Negotiations were ongoing with operators who wish to increase flight training activity at the Airfield.

The Chairman enquired as to when the National Police Air Service (NPAS) would have permanent accommodation.

The Director of Neighbourhoods stated that the temporary accommodation would be in situ for approximately a year to 18 months and during this time temporary hangars would be put in place whilst a permanent construction was built on the site.

Councillor S Kane asked if the NPAS would be fully operation whilst the temporary accommodation was in situ.

The Director of Neighbourhoods stated that it would be fully operational during the temporary period.

Councillor S Kane asked if there had been any indication as to when Lippitts Hill would be cleared.

The Director of Neighbourhoods advised that they would vacate Lippitts Hill as soon as the temporary arrangement was in place but to date there had been no planning application or planning advice sought. The Director advised that he would take this on board and pursue an answer to report back to members.

**(6) Landmark Building**

The tenancy of all the retail units had now been secured. The occupancy of the retail units had been delayed by Higgins not releasing the units. The middle unit was a Mediterranean Restaurant and they had started fitting out the unit. It was reported that the Public House legal agreement would complete in approximately two weeks.

**(7) Hillhouse Development**

The new Waltham Abbey Leisure Centre was on track to open to the public in November 2018. All Members had been invited in advance to the public opening to view the progress and facilities that were on offer, this would take place in September 2018.

A meeting had taken place between the joint working group which involved officers from Essex County Council and Health regarding the Independent Living Scheme. The procurement process had been procured through Essex County Council and they had a developer/operator had been appointed. A full planning application was imminent.



The new Health Centre had changed by the NHS where they would provide the building but the GP practice was now self-funding. The Council were waiting for the GPs to come forward with their proposals.

The Chairman asked if there was an estimated time frame for the Health Centre.

The Director replied that he did not have any time frame details but he would enquire and report back to members.

**Resolved:**

(1) That the current progress on the Council's Asset Management and Development projects were noted; and

(2) That the Director of Neighbourhoods would pursue an enquiry as to when the National Police Air Service would be relocating from Lippitts Hill to North Weald Airfield.

**Reasons for 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 Considered and Rejected:**

None, as this was a monitoring report for information, not action.

**7. ANY OTHER BUSINESS**

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

**8. 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**

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## **Report to the Asset Management and Economic Development Cabinet Committee**



**Epping Forest  
District Council**

**Report reference:** **AMED-003-2018/19**

**Date of meeting:** **25 October 2018**

**Portfolio:** Assets & Economic Development (Councillor A. Grigg)

**Subject:** Economic Development – Progress Report

**Responsible Officer:** M. Warr/V. Willis (01992 564472/564593)

**Democratic Services:** J. Leither (01992 564756)

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### **Recommendations/Decisions Required:**

**That the Committee 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:**

#### **Business Support**

1. The Team continues to work to attract external grant funding for businesses within the District. This has included working closely with South East Business Boost to encourage uptake within the District. Approvals have been strong this year following the EFDC hosted one-to-one sessions in February 2018. 10 businesses have now received grants totalling £86,000 (please note that the maximum grant available is £10,000 – whilst a fairly small grants programme it can help make the difference between a business being able to purchase a capital item that could help them grow their business and not being able to take that step). The Team is set to work with Best Growth Hub and South-East Business Boost to help them deliver more one-to-one sessions in employment areas across the district.
2. The Team has been engaged throughout the current Eastern Plateau LEADER programme which supports projects that will benefit the rural economy. The

programme is now nearing its end but the Team will continue its engagement and it is hoped that grant funding might be awarded to a couple of further projects within the district.

### **Digital Innovation Programme**

3. Work to promote the work of and raise the profile of the Essex and Herts Digital Innovation Zone (DIZ) continues with numerous engagement events undertaken. In particular, the work of the project team exploring digital opportunities to improve information flow to ambulance crews in emergency situations has been presented to health partners on the Urgent Care Local Delivery Board and the Sustainability and Transformation Partnership Clinical Expert Oversight Group. Discussions are taking place to explore the potential for local pilot projects. Presentations on the DIZ have also been given to the LSCC, and Superfast Essex Steering Board. The programme has also achieved coverage at a national level. A number of external bids have been made under the umbrella of the DIZ but lead by different external partners.

### **Superfast Broadband**

4. The new Phase 4a Superfast Essex broadband project remains in the planning stage. Once plans are finalised, economic development officers will look to bring the contractors, Gigaclear, in to a project kick-off meeting with key council departments to ensure the impact of the plans are fully understood and the interests of the council and its residents and businesses are properly considered. This £3.1million contract with Gigaclear will bring full fibre ultrafast speeds to a further 2,100 homes and businesses in Epping Forest District by December 2019.

### **Visitor Economy**

5. The 2018 Tourism and Visitor Conference is being held at the Marriott Hotel Waltham Abbey on 26 October. The event will include presentations from other neighbouring councils, Vibrant Partnerships as well as a funding update from Best Growth Hub. Attendees will also review the performance of the sector over the last year and discuss increasing levels of work and opportunities being explored across borders with neighbouring authorities.
6. Work is progressing for a major Food Fair in Waltham Abbey on Sunday 5 May 2019 and Monday 6 May 2019. A wide range of partners are engaged in the planning for this exciting event including, Waltham Abbey Town Council, Waltham Abbey Church, Waltham Abbey Town Partnership, Vibrant Partnerships, Epping Forest District Museum, Abbey View Produce, P A Sparks and Sons Ltd and One Epping Forest.
7. It was reported at the last meet that the Team was looking at an expression for an Interreg bid partnering with a town near to Paris. Unfortunately, the French partners have decided to withdraw from this bid. In the Summer Economic Development worked with EFDC Museums, Heritage and Culture and Broxbourne Council to submit an Expression of Interest to the Cultural Development Fund focusing on Waltham Abbey and Hoddesdon but bringing in some other locations across the area but unfortunately that was not successful. The Team will continue to work with partners to identify other opportunities, to secure investment in the area.
8. An initial meeting with four of our neighbouring districts concerning cross-border working on tourism has also been very successful and all participants have requested that a follow-up meeting should take place in November.

## **Economic Development Strategy**

9. As reported previously, the Team is focusing on the delivery of an Economic Development Strategy for the district. Evidence base work is nearing completion and this will form the basis of a programme of consultation with officers, Members, partners and stakeholders in order to develop the Strategy. It is intended that the Strategy will be put forward for approval by Members before the end of the financial year.

## **Food Sector**

10. A number of key partners from across the South East have indicated a willingness to become part of a new South East Strategic Food board and EFDC is making arrangements for the first meeting of this new group. Despite loss of the Team lead for the EU BioBoost Project Economic Development is continuing to deliver this work.

## **Partnership Working**

11. Updates of particular note at this time are that the Team is developing connections with the new Leadership Team at New City College following its merger with Epping Forest College earlier in the year.
12. Economic Development is supporting the Chairman of EFDC in hosting an event for local businesses in late November. Councillor Bassett has stated that he wishes to use his period as Chairman to understand what we as a district can do to help local businesses and celebrate the contribution our businesses make to the life of the district. The event will also seek to invite key local civic representatives and governors from the local schools.
13. In the Summer the Team promoted the 'call' for Expressions of Interest to Local Growth Fund Round 3b cascaded via Local Enterprise Partnerships. This led to a submission from Woodside Industrial Estate to help in the delivery of its second phase of new employment space and associated works.
14. Economic Development continues to work closely with neighbouring authorities which represent a central core of the London Stansted Cambridge Corridor (LSCC) on opportunities to collaborate to deliver economic growth and similarly is actively involved in the economic aspects of the delivery of Harlow & Gilston Garden Town and the Harlow 100 Vision.
15. Internally, Economic Development is working closely with Planning colleagues to provide input into sites that are beginning to come forward which have a substantial employment aspect and in providing comment on smaller scale applications with the potential to impact upon the local economy.
16. Beyond the updates provided above, 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 (SELEP);
  - London Stansted Cambridge Consortium (LSCC);
  - Local Plan Officer Working Group;
  - Invest Essex and Essex Innovation Programme;
  - Lea Valley Food Board;
  - Co-op Officer Group/ workstreams of Harlow and Gilston Garden Town;

- 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;
- Princess Alexandra Hospital;
- West Essex CCG;
- Essex Partnership University Trust;
- Rainbow Services, Harlow; and
- Anglia Ruskin University.

**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

**Equality Analysis:**

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in the consideration of this report. The equality information is provided at Appendix 1 to the report.

# Equality analysis report

## Step 1. About the policy, service change or withdrawal

Name of the policy, service or project: <i>be specific</i>	Economic Development Progress Report
Revised / new / withdrawal:	New
Intended aims / outcomes/ changes:	That the committee note the progress and work programme of the Council's Economic Development Section
Relationship with other policies / projects:	<b>All</b>
Name of senior manager for the policy / project:	Derek Macnab, Acting Chief Executive and Director of Neighbourhoods
Name of policy / project manager:	John Houston

## Step 2. Decide if the policy, service change or withdrawal is equality relevant

Does the policy / project / service process involve, or have consequences for employees or other people? If yes, please state who will be affected. If yes, then the policy / project is equality relevant.	If yes, state which protected groups:
If no, state your reasons for this decision. Go to step 7.	If no, state reasons for your decision:
<i>The majority of Council policies and projects are equality relevant because they affect employees or our communities in some way.</i>	No. This is a highlight report of progress made and upcoming initiatives and projects. Any equalities impact assessment for individual work, projects or programmes will be detailed on the respective reports for those workstreams.

Name and job title of officer completing this analysis:	Vicki Willis, Economic Development Officer
Date of completion:	05/07/2018
Name & job title of responsible officers: (If you have any doubts about the completeness or sufficiency of this equality analysis, advice and support are available from the Performance Improvement Unit)	Vicki Willis, Economic Development Officer Michael Warr, Economic Development Officer Quentin Buller, Economic Development Officer Duncan Haslam, Economic Development Assistant
Date of authorisation:	05/07/2018
Date signed copy and electronic copy forwarded to PIU <a href="mailto:equality@eppingforestdc.gov.uk">equality@eppingforestdc.gov.uk</a>	06/07/2018





## ***Report to the Asset Management and Economic Development Cabinet Committee***



**Epping Forest  
District Council**

**Report reference:** **AMED-004-2018/19**

**Date of meeting:** **25 October 2018**

**Portfolio:** Assets and Economic Development

**Subject:** Asset Management Development Projects – Progress Report

**Responsible Officer:** D. Macnab (01992 564050)

**Democratic Services:** J Leither (01992 564756)

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### **Recommendations/Decisions Required:**

**That the Committee note progress on the Council's Asset Management and Development Projects.**

### **Executive Summary:**

The report updates the Committee on a number of major projects that the Council are managing with regards to its assets.

### **Reasons for Proposed Decision:**

To comply with the 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 information only, not action.

### **Report:**

#### **Epping Forest Shopping Park**

1. The Epping Forest Shopping Park is now fully let with the last remaining units Mountain Warehouse and Home Bargains now trading and Boots due to open before Christmas. The Park is still proving extremely popular with customers. All aspects of the construction of the units and associated Highways 278 Works are practically complete. At the time of the original planning application for the Shopping Park, a retail impact study was undertaken to assess any potential effect on other local shopping centres. Traders at the Debden Broadway have raised concerns that the Shopping Park is negatively affecting footfall and trade. The Council has re-commissioned the original consultants to repeat the impact assessment now that the Shopping Park has been trading for over 12 months.

### **Oakwood Hill Depot**

2. All feasibility work on the relocation of the Housing Repairs Service to the site has now been largely completed. The planning application has yet to be considered while mitigation measures asked for by Natural England are being agreed with respect to visitor pressures on the nearby Roding Valley Nature Reserve.

### **Pyrles Lane Nursery**

3. The Cabinet are due to consider a report regarding the sale of Pyrles Lane Nursery on the 18 October. The report is in Part II of the Council's agenda and recommends acceptance of the best offer following a competitive procurement exercise undertaken by the Council's Agents. A verbal update will be given to the Cabinet Committee on the outcome of Cabinet's consideration.

### **St John's Road Redevelopment**

4. Despite an extensive period of negotiation, it has not been possible to conclude a mutually agreeable sale of the St John's Road site to Frontier Estates. The Council is now actively considering options to take forward an alternative scheme to deliver the community and economic benefits contained in the Design and Development Brief, in conjunction with Epping Town Council. The potential options include the feasibility of relocating Epping Sports Centre onto the site. Again, a report to Cabinet on the 18 October seeks funding for the feasibility study and also resources to undertake a partial demolition of the site and conduct site surveys. A verbal update will be provided to the meeting.

### **North Weald Airfield**

5. The lease to the National Police Air Service has been completed and funding approved from the Home Office is awaited for the practical construction of the new base for the helicopters.

### **Landmark Building**

6. Tenants have been secured for all the retail units and they are submitting the necessary planning and building regulation applications.

### **Hillhouse Development**

7. The new Leisure Centre is due to open in mid- November 2018. A planning application has been submitted for the Independent Living Scheme which is currently being assessed. Once again, a report is due to the Cabinet on the 18 October, proposing a way forward in conjunction with Essex Highways to bring forward the redevelopment of the current Waltham Abbey Swimming Pool site at Roundhills.

### **Resource Implications:**

None as this is a progress report.

### **Legal and Governance Implications:**

There are no specific implications.

**Safer, Cleaner and Greener Implications:**

All developments are undertaken with regard to safer by design and energy efficiency.

**Consultation Undertaken:**

None

**Background Papers:**

None

**Risk Management:**

Risks relevant to each project are contained within individual Project Plans/Corporate Risk Register.

**Equality Analysis:**

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in the consideration of this report. The equality information is provided at Appendix 1 to the report.

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# Equality analysis report

## Step 1. About the policy, service change or withdrawal

Name of the policy, service or project: <i>be specific</i>	Progress Report on Council's Redevelopment Schemes
Revised / new / withdrawal:	
Intended aims / outcomes/ changes:	
Relationship with other policies / projects:	
Name of senior manager for the policy / project:	Derek Macnab, Acting Chief Executive and Director of Neighbourhoods
Name of policy / project manager:	Karim Pabani

## Step 2. Decide if the policy, service change or withdrawal is equality relevant

Does the policy / project / service process involve, or have consequences for employees or other people? If yes, please state who will be affected. If yes, then the policy / project is equality relevant.	If yes, state which protected groups:
If no, state your reasons for this decision. Go to step 7.	If no, state reasons for your decision:
<i>The majority of Council policies and projects are equality relevant because they affect employees or our communities in some way.</i>	No. Not at this stage as simply monitoring report with no executive decision

Name and job title of officer completing this analysis:	Derek Macnab Acting Chief Executive and Director of Neighbourhoods
Date of completion:	06/07/2018
Name & job title of responsible officers: (If you have any doubts about the completeness or sufficiency of this equality analysis, advice and support are available from the Performance Improvement Unit)	
Date of authorisation:	
Date signed copy and electronic copy forwarded to PIU <a href="mailto:equality@eppingforestdc.gov.uk">equality@eppingforestdc.gov.uk</a>	

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