

# Supplementary Council Agenda



**Epping Forest  
District Council**

## **Council Tuesday, 19th December, 2006**

**Place:** Council Chamber, Civic Offices, High Street, Epping  
**Room:** Council Chamber  
**Time:** 7.30 pm  
**Committee Secretary:** Council Secretary: Ian Willett  
Tel: 01992 564243 Email: iwillett@eppingforestdc.gov.uk

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### **7A. REPORTS FROM THE COMMUNITY WELLBEING AND ENVIRONMENTAL PROTECTION PORTFOLIO HOLDERS (Pages 3 - 6)**

To receive the attached reports.

### **10A. MOTIONS (Pages 7 - 8)**

To consider the attached motion, notice of which has been given under Council Procedure Rule 11.

### **11A. QUESTIONS BY MEMBERS UNDER NOTICE (Pages 9 - 10)**

To answer the attached questions asked after notice in accordance with the provisions contained in paragraph 10.3 of the Council Procedure Rules of the Constitution on any matter in relation to which the Council has powers or duties or which affects the District.

### **12A. REPORT OF THE CABINET (Pages 11 - 36)**

To consider the following report of the Cabinet:

**(c) Capital Strategy** – attached.

### **13A. REPORT OF OVERVIEW AND SCRUTINY (Pages 37 - 40)**

To consider the following report of Overview and Scrutiny:

**(b) Area Plans Sub-Committees** – attached.

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## ***Report to the Council***

**Committee:** Cabinet

**Date:** 19 December 2006

**Subject:** Community Wellbeing Portfolio - Supplement

**Portfolio Holder:** Councillor Ms S-A Stavrou

**Item:** 7(d)

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### **ASB Limes Farm – Streetwatch Initiative**

The Council has been actively involved in a crime reduction initiative at Limes Farm to reduce the criminal behaviour that is taking place there. The Police committed two Sergeants and six Constables, backed up by PSCOs, over the period 1700 hours to midnight on 30 November and 1 December last. Leaflets were delivered to every house in the problem areas inviting residents to report any anti-social behaviour on dedicated numbers during the above time. Police promised an immediate response from officers earmarked for this task alone.

A good response was received on the dedicated numbers and the following was achieved:

- 12 stop checks and persons moved on
- Curfew checks on persons in the area on bail
- 2 vehicles seized
- 2 persons arrested for disorderly behaviour
- 1 arrested for drink driving

The medium to long-term plan is to gather evidence for future ASBOs on troublesome individuals and to establish a Focus Group in the New Year. This group would involve officers from the DCRP, police, district and parish councillors, residents and perhaps co-opted outreach or leisure workers as appropriate.

This operation is part of the long-term commitment by the Council's Crime and Disorder Reduction Panel to reduce anti social behaviour on Limes Farm. The operation was deemed a success and it is proposed to repeat it in the New Year at Limes Farm and other ASB hot spots in the District.

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## ***Report to the Council***

**Committee:** Cabinet

**Date:** 19 December 2006

**Subject:** Environmental Protection Portfolio

**Item:** 7(f)

**Portfolio Holder:** Councillor Mrs M Sartin

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### **Bobbingworth Tip Remediation Project**

On 28 November, I attended a Partnership Workshop when representatives from our consultants, Atkins, and our contractors, Veolia Cleanaway, were present, together with officers from EFDC and a representative from the local parish councils in the area. The meeting was called to report the present situation and likely timetable for remediation works in the future.

I am pleased to say that the section 278 agreement with ECC was signed in the middle of November and an application has now been submitted for a licence.

A new timetable has now been drafted which should see work starting on road improvements in February 2007. This will include the formation of bell mouths to give access to the site. It is hoped that by April it will be possible to start importing soil onto the site, a job which is likely to take about 25 weeks. During this time the reed bed will be constructed. The grout wall, which is being installed along three boundaries of the site to prevent uncontrolled migration of leachate onto adjoining land and watercourses, should be installed during July and August.

All this work is very much weather dependant, but is hoped that by getting on site early in the New Year it will be possible to keep to this timetable. Before any work is started it is planned to invite residents living in the locality, particularly those living along the Moreton Road in Shelley, to a public meeting to ensure that they are fully informed as to what will be happening and when. The contractors will also be leafleting all properties in that area giving written information on what they will be doing.

Whilst being very aware of the disruption this work is going to cause for those people living close to the site and those living along the access route, it must be remembered that at the end of the day we will have resolved the problem of a publicly owned site which is contaminated. The landscaping, which will be undertaken by Countrycare at the conclusion of the work, will return the site to an attractive area which locals will be able to enjoy in the years to come and make it an asset for the community as opposed to an area of concern.

### **Fern Hill Lane – Fly tipping**

Fly tipping is an ongoing problem within the District and one that costs us a great deal of money. One extreme example of this problem has been brought to my attention recently.

On December 6<sup>th</sup> I visited Fern Hill Lane, a short stretch of road within our District which gives access to a travellers' site located in Harlow District and a private property in Epping Forest District. It is a carriageway of sufficient width to allow two vehicles to pass.

Currently it only has barely enough space for one vehicle to drive along it due to the very large amount of green waste and other general refuse which has been dumped along its length. Over the years EFDC has spent considerable sums of money clearing this area and once again we are going being faced with a very large bill. There is evidence that someone has attempted to set fire to some of the rubbish which has led to some damage to the road surface and destruction of the hedgerows.

Because of this ongoing problem I will be attending a meeting with officers to try to resolve this situation and look at how we will involve other agencies. One action which will be investigated is the installation of CCTV cameras to both act as a deterrent and to identify those carrying out the fly tipping to enable legal action to be brought against them.

## **Motion**

To consider the following motion, notice of which has been given under Council Procedure Rule 11.

## **Street Lights**

“This Council:

(a) notes the proposal of Essex County Council to turn off street lights at night-time; and

(b) believes that any such proposal for the Epping Forest District should take full account of the safety and security of local residents, including the increased likelihood of accidents where pavements have potholes or dislodged paving.”

**Mover: Councillor P Spencer**

**Seconder: Councillor JM Whitehouse**

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## **Questions by Members**

To consider the following questions received in accordance with Council Procedure Rule 10.3.

### **(b)(ii) Road Fatalities**

**By Councillor Mrs A Cooper to Councillor Mrs D Collins**

**(Revised wording replacing that shown on the Council agenda)**

"In the light of recently published figures on road fatalities in Essex, would the Leader of the Council be prepared to take up with Essex County Council the issue to ascertain the impact to this District and ask that they make safety their first priority when making decisions for our roads"

### **(d) Choice Based Lettings Scheme**

**By Councillor P Gode to Councillor D Stallan, Housing Portfolio Holder**

"Would the Portfolio Holder please explain how the Choice Based Lettings Scheme affects an applicant's rights of appeal against a decision?"

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## ***Report to the Council***

**Committee:** Cabinet

**Date:** 19 December 2006

**Portfolio Holder:** Councillor J Knapman

**Item:** 12(c)

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### **1. CAPITAL STRATEGY 2006-2011**

#### **Recommending:**

... That the attached draft Capital Strategy 2006-2011 be approved.

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- 1.1 It is no longer necessary for the Council to submit the Capital Strategy to the Government Office for assessment but there is an expectation that the Strategy will continue to be produced and updated. Whilst there is no requirement to update the Strategy annually, it is considered important to do so in order to ensure that it is kept up-to-date. A good Capital Strategy enables the Council to make sound strategic decisions in relation to its use of capital resources and forms an important part of the Council's performance management framework.
- 1.2 No major changes are proposed to the format or text of the Capital Strategy. It has been updated with current schemes and expenditure forecasts as contained within the latest Capital Programme approved by the Cabinet on 4 September 2006 as part of the Capital Review. Since then, the estimated final cost of Phase II of the Loughton High Road Town Centre Enhancement Scheme has risen to £1.64m which represents an increase of £225,000. Additional capital estimates in the sums of £35,000 for a replacement plate maker and £143,000 for maintenance works to the Civic Offices in 2007/08 had also been included, but we removed these due to the continuing uncertainty over the potential cost of the waste management contract.
- 1.3 We have considered the future budgetary provision for the Town Centre Enhancement Project in Loughton High Road. The further two phases had been planned in order to complete the project, but no provision made in the Capital Programme for Phases III and IV. We are of the view that the funding of these future phases should be reviewed when additional capital funding is identified, particularly from the disposal of landholdings and when the design guide has been reviewed in order to ensure no further loss of trees from the area.
- 1.4 We have also considered the Customer Services Transformation Programme and are of the view that this should be deferred until further capital funding becomes available.
- 1.5 We have considered the Council's Key Capital Priorities as originally approved in November 2005 and are proposing that these be re-affirmed. In April 2006, we agreed to increase the contributions for the provision of affordable housing within the District by a further £500,000 to be funded by savings elsewhere within the Capital Programme. However, the requisite savings have not been identified within the Capital Programme and this item has been excluded from the Strategy.

... 1.6 The attached draft Strategy is based on the Council's currently approved Capital Programme and takes account of the latest guidance on capital accounting arrangements for local government. Accordingly we recommend that it be approved.



# Capital Strategy 2006/2011



INVESTOR IN PEOPLE

November 2006

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*Epping Forest District Council*

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### Appendices:

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2. Capital Programme 2006/07 to 2010/11 Forecast:
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## 1. Introduction

1.1 The Council is committed to providing high quality and improving services to the community. Capital investment in the form of large scale one-off projects plays a vital role in achieving this objective and it is essential that a strategic approach is taken, having regard to the Council's aims, and formulated in consultation with the community. The Council's Capital Strategy must also take into account capital resources available to fund capital investment and every effort is made to maximise income generation. At the same time, projects must be properly planned, managed and reviewed to ensure that best value is achieved. This Capital Strategy has been produced to accord with the latest guidance on capital accounting arrangements for local government.

1.2 The Council's Capital Strategy has previously been assessed by the Government Office as "Good" (the highest assessment), which means that it no longer needs to be submitted to the Government Office for further assessments. Although not required by Central Government, this Council's Capital Strategy is reviewed and revised annually, to ensure that it continues to be up to date and purposeful.

## 2. The Council's Medium Term Aims and Priorities

2.1 This Capital Strategy is a key "high level" strategic document that is linked to, and complements, other key corporate and strategic documents produced by the Council and its partners. The documents which influence and are influenced by the Capital Strategy are summarised at Appendix 1 and the Council ensures that the links between these documents are maintained and updated annually.

2.2 The Council has clear aims and priorities for the District which are embraced in the Council Plan. The latest Council Plan was approved in July 2006 and is linked with a four- year Financial Plan, which sets out the Council's strategic approach, including its approach to delivering its Local Agenda 21 objectives. Detailed annual plans are set out in the Council's annual Best Value Performance Plan 2006/07, which was adopted in June 2006. These plans must be read in conjunction with this Capital Strategy, since they form the agenda on which this Strategy will deliver.

2.3 The Council's vision and overall strategic aim is to promote a safe, healthy and attractive place in which to live and work through the application of the following medium term priorities:

- (a) By maintaining the special character and advantage of the District, and address local environmental issues;
- (b) By addressing key housing need;
- (c) By creating safer communities;
- (d) By addressing leisure need; and
- (e) By encourage sustainable economic development.

2.4 In order to deliver its strategic aims and priorities, the Council has developed the following medium term priorities:

***To be an organisation that listens and leads, to resolve local issues by:***

- (a) Political leaders giving clear direction
- (b) Communicating with the public about service delivery
- (c) Prioritising objectives and services
- (d) Co-operating and planning with partners

***To provide accessible, affordable, improving services by:***

- (a) Identifying and targeting resources: realise capacity and manage performance
- (b) Procuring services in the most beneficial and cost effective way
- (c) Developing services, staff and the working environment

2.5 The Community Strategy for the District, published during 2004 by the Local Strategic

Partnership (LSP), has been recognized by the latest Council Plan and its aspirations therefore embraced within the Capital Strategy. The Community Strategy addresses the key challenges facing the District over the next sixteen years, including the likelihood of significant housing growth and its potential impact on the environment, as well as issues such as local health and transport provision. The LSP carried out extensive consultation with residents and stakeholders to produce the strategy, and will monitor the progress of its constituent agencies in achieving the aims of the Community Strategy

2.6 Another important supporting document to the Capital Strategy is the Council's Asset Management Plan (AMP). Epping Forest District Council received a "Good" for its AMP when last assessed in 2003 and, as a consequence, there is no requirement to make further submissions for assessment. Nevertheless, the Council has continued to update the core data and national performance indicators each year, which have been forwarded to the Institute of Public Finance Asset Management Plan Network for comparison with other member authorities, and a new AMP is being prepared in 2006.

### **3. Previous Capital Investment Achievements**

3.1 The Council has a good track record of successfully delivering capital schemes, recent examples include:

- The successful implementation of new ICT Systems such as the Legal Case Management System, Committee Management System and the Planning System;
- The completion of vital security works at North Weald Airfield;
- An ongoing programme of capital repairs and improvements to the Council's housing stock that enabled the Council to achieve a reduction of a third in the number of non-decent homes between 2000 and 2003, one year earlier than the Government's target, and providing a sound base on which to meet the Government's additional target of ensuring that all the Council's homes are decent by 2010
- The construction of a new leisure centre in Loughton, which has greatly improved the leisure provision within the District
- An extensive capital programme of Disabled Adaptations for tenants in council accommodation and grants to residents in private housing
- The smooth transfer of Robert Daniels Court, a sheltered housing scheme in Theydon Bois, to Warden Housing in order for the bed-sit accommodation to be converted into self contained flats
- A major £1.6 million refurbishment of the Council's Homeless Person's Hostel at Norway House, North Weald

### **4. Formulating the Council's Key Capital Priorities – The Corporate Framework**

4.1 Section 2 sets out the Council's Medium Term Aims and Priorities. Each year, the Council re-assesses its key capital priorities on a corporate basis, having regard to:

- The Council's aims and priorities
- The Council's financial position
- The capital priorities of the Council's key partners
- The Council's ability to influence other partners' plans through the use of its capital resources
- Service Development and Improvement Plans, formulated following the outcome of best value reviews

4.2 This annual re-assessment is undertaken in a methodical way. In the first instance, the Council's Management Board formulates its draft Capital Strategy, having regard to the above factors and the views of the Council's Heads of Service. The draft Strategy is then considered by the Portfolio Holder for Finance and Performance Management, who has lead responsibility for its formulation and delivery, and presents a final draft to the Cabinet. In recognition of its importance, this Capital Strategy is approved each year at a meeting of the full Council.

4.3 It is essential that potential capital schemes that advance the Council's key capital and strategic priorities are prioritised, having regard to the capital resources available. Therefore, project appraisals



are undertaken for all capital schemes in excess of £2,000,000 (and appropriate schemes of lesser amounts) that;

- Assess how the project will meet the Council's Strategic Aims
- Provide estimates of expenditure
- Examine appropriate options
- Set out any relevant consultation arrangements
- Identify the most appropriate method of procurement
- Explain the proposed method of project monitoring and review.

4.4 Capital projects that meet the Council's Aims are then selected and prioritised through detailed discussion and evaluation by the Council's Cabinet, having regard to project appraisals and other relevant information.

#### *Best Value Reviews and Service Development and Improvement Plans*

4.5 Under the best value regime, the Council has undertaken comprehensive service reviews of some of its services. Following these reviews, detailed Service Development and Improvement Plans are formulated to ensure continuous improvement in service delivery. A number of these plans include capital schemes, which the Council takes into account when formulating its Capital Strategy. Best value reviews carried out over the last few years that have such implications include:

- Housing Needs and Homelessness (in relation to existing and future hostel accommodation)
- Housing Services (in relation to the repair and maintenance of the Council's housing stock)
- Leisure Management (in relation to the future management of the Council's leisure centres)
- Environmental Control (in relation to waste management and the environmental infrastructure)

#### *Revenue Implications*

4.6 When appraising potential capital schemes, it is essential that the associated revenue implications are assessed, since these can be an important factor in deciding whether a scheme should be undertaken and, indeed, its relative priority compared with other projects. The project appraisals therefore require the associated revenue implications to be identified. Once identified and approved, the Council's Head of Finance incorporates the revenue implications within the Council's revenue budget and monitors expenditure accordingly.

## **5 The Council's Key Capital Priorities – 2006-2011**

5.1 Following the process outlined in Section 4 above, the Council has identified the following Key Capital Priorities, which are ranked, as shown below, in order of strategic importance to the District, having regard to the Council's aims and priorities. The abbreviations in italics cross-reference with the key capital schemes in Section 6. The priorities in brackets relate to last year's Capital Strategy:

<b>Priority</b>	<b>Key Capital Priority</b>	<b>Abb</b>	<b>Main Link to Aims &amp; Priorities</b>
<b>1 (1)</b>	Improving the Council's housing stock	<i>(ICS)</i>	<ul style="list-style-type: none"> <li>• Address key housing need</li> <li>• Procure services in the most beneficial and cost effective way</li> </ul>
<b>2 (2)</b>	Delivering quality public services through e-government	<i>(QPS)</i>	<ul style="list-style-type: none"> <li>• Develop services, staff and the working environment</li> </ul>
<b>3 (3)</b>	Promoting economic development	<i>(PED)</i>	<ul style="list-style-type: none"> <li>• Encourage sustainable economic development</li> </ul>
<b>4 (4)</b>	Regenerating areas in need	<i>(R)</i>	<ul style="list-style-type: none"> <li>• Address key housing need</li> <li>• Create safer communities</li> <li>• Encourage sustainable economic development</li> <li>• Co-operate and plan with partners</li> </ul>

5 (5)	Protecting the environment	(PE)	<ul style="list-style-type: none"> <li>• Maintain the special character and advantage of the District, and address local environmental issues</li> </ul>
6 (6)	Improving quality of life	(IQL)	<ul style="list-style-type: none"> <li>• Maintain the special character and advantage of the District, and address local environmental issues</li> <li>• Address key housing need</li> <li>• Address leisure need</li> </ul>
7 (7)	Meeting housing need	(MHN)	<ul style="list-style-type: none"> <li>• Address key housing need</li> </ul>
8 (8)	Improving private sector housing stock	(IPS)	<ul style="list-style-type: none"> <li>• Address key housing need</li> </ul>

5.2 Due to the amount of capital receipts that are currently being held by the Council, significant levels of interest are being obtained from their investment. This is beneficial to the Council's General Fund, since they provide additional revenue income. However, the use of these capital receipts to fund capital projects will reduce the amount of interest received, with a consequential detrimental effect on General Fund income. Therefore, in addition to the Key Capital Priorities set out above, the Council has also adopted a policy of actively seeking the investment of capital resources in revenue-generating assets, in order to minimise the detrimental effect of capital receipt usage on the Council's General Fund.

## 6. Key Capital Schemes: 2006- 2011

6.1 Having considered various options for capital investment, the Council has formulated its Capital Programme to meet its Key Capital Priorities. The committed and proposed schemes are set out below. The *proposed* schemes are ranked in a priority order, to assist with varying the future programme if future funding is different from anticipated, or if other schemes with higher priority are identified. The abbreviations in brackets cross-reference with Section 6 above. Schemes funded by the Housing Revenue Account are marked (\*).

6.2 The Council will undertake the following *committed* capital projects between 2006-2011 including slippage from 2005/06:

- Continue to renovate and improve the Council's housing stock, through the capital investment of £5.2 million for committed schemes in 2006/07 (ICS/IQL) (\*)
- Invest £4.6 million over the next three years in an extensive improvement scheme at Springfields, Waltham Abbey (ICS/IQL)
- Transfer ownership and tenants of the Council's sheltered housing scheme at Wickfields, Chigwell, to Home Housing Association by October 2006, at a cost of £790,000, in order to facilitate a £1,670,000 extension and conversion scheme (ICS/IQL) (\*)
- Progress work on Town Centre Enhancement Schemes at The Broadway, Loughton and The High Road, Loughton at a cost of £3,870,000 in 2006/07 and 2007/08((PED)
- Invest £919,000 in information communications technology in 2006/07, including the capital costs of installing an electronic records/ document management system, installing of a new land charges system, completing a second computer suite at the civic offices and starting the Customer Services Transformation Programme using IEG monies (QPS).
- Invest £533,000 to complete the programme to provide equipment for refuse collection in an effort to increase recycling targets over the next two years (PE)
- Invest £1,000,000 in 2006/07 and 2007/08 developing a number of under-utilised and vacant sites within the Council's ownership (e.g. difficult-to-let garage blocks) to increase the amount of affordable housing in the District in partnership with Estuary Housing Association (MHN/R/PE)

- Complete the remedial works at Bobbingworth Tip, which commenced in 2004/05, at an estimated cost of £1,659,000 in 2006/07 (PE)
- Provide £500,000 for private sector disabled facilities grants and £556,000(\*) for adaptations to Council properties in 2006/07 (IQL)
- Make a contribution of £453,000 towards the extension and improvement of Ongar Leisure Centre in partnership with SLM starting in 2006/07 (IQL)
- Invest £456,000 in parking and traffic associated management schemes and £167,000 in housing estate off street parking schemes throughout the District in 2006/07 (\* £97,000 of the latter to be funded from HRA) (PE)
- Provide £509,000 for private sector renovation grants in 2006/07 (IPS)
- Provide £232,000 for improvements to HRA shopping areas in 2006/07 (PED)(R) (\*)
- Provide contributions of £245,000 towards the cost of Youth Sports Facilities at various locations throughout the District between 2006/07 and 2007/08 as part of the 3 year programme totalling £300,000 which commenced in 2005/06 (IQL)
- Undertake improvements to the infrastructure at North Weald Airfield in 2006/07, at a cost of £52,000, to facilitate major outdoor events, including the Saturday and Bank Holiday Market (PED)
- Invest £83,000 in health and safety works on flood alleviation schemes and watercourses throughout the District over a two year period which started in 2005/06 with an estimated spend of £31,000 in 2006/07 (PE)
- Invest the Planning Delivery Capital Grant of £33,000, receivable in 2006/07, in the purchase of a country care vehicle and accommodation works for planning services ((PE)
- Invest £50,000 and £28,000 in 2006/07 to finance the replacement of Housing DLO vehicles and grounds maintenance plant and equipment respectively to ensure an effective and efficient services (ICS) (\*) and (PE)
- Invest £378,000 to fund a compulsory purchase order of a property in Waltham Abbey to facilitate the re-development of the area with a view to the ultimate net cost to be in the order of £28,000 on resale of the property (PED/MHN)
- Invest £75,000 in the upgrade of Cottis Lane car park in 2006/07 and complete the upgrade of Buckhurst Hill car park for an estimated sum of £34,000 in 2006/07 bringing the total cost of the works to £58,000 (PE)
- Invest £53,000 in the Museum at Waltham Abbey for a redisplay programme in 2006/07 (IQL)
- Spend £162,000 on contractual commitments for completed schemes and fund small capital items

6.3 The Council will undertake the following *proposed* capital projects, ranked in priority order, between 2006-2011:

- (1) Continue to renovate/improve the Council's housing stock, through the capital investment of £16,458,000 between 2007/08 and 2010/11 (ICS/IQL) (\*)

- (2) Continue to invest up to £50,000 and £25,000 per year in Housing DLO vehicles and grounds maintenance plant from 2007/08 (ICS) (\*) and (PE)
- (3) Invest an annual sum of £300,000 from 2007/08 onwards in General IT (QPS)
- (4) Invest a further sum of £2,239,000 in information communications technology between 2007/08 and 2009/10 to meet the Government's targets for e-government and commit to implement the Customer Services Transformation Programme (QPS)
- (5) Invest £120,000 in improvements to HRA shopping areas in 2010/11 (PED)(R) (\*)
- (6) Continue annual improvements to North Weald Market from 2007/08, at a cost of £50,000 per annum (PED)
- (7) Invest £200,000 in essential reinstatement works to be carried out on flood relief infrastructures throughout the District (PE)
- (8) Provide £500,000 per annum for private sector disabled facilities grants from 2007/08 onwards and £395,000 in 2007/08 (\*) for adaptations to Council properties rising to £450,000 by 2010/11(IQL)
- (9) Continue to invest in parking and associated traffic management schemes through a budget of £150,000 in 2007/08 and £200,000 per annum thereafter (IQL)
- (10) Construct off street parking schemes on housing estates from 2007/08, at a cost of £80,000 per annum (\*£43,000 from HRA funds) (IQL)
- (11) Provide social housing grant(s) of £735,000 to one or more of the Council's Preferred RSL Partners to fund additional affordable housing within the District (MHN)
- (12) Provide £620,000 in 2007/08 for private sector renovation grants and continue to provide £200,000 per annum from 2008/09 onwards (IPS)
- (13) Invest £251,000 in capital works within the civic offices improvements programme
- (14) Provide investment of £16,000 for two replacement messenger vehicles in 2007/08.

## 7. The Council's Capital Programme Forecast: 2006-2011

7.1 Having regard to the Council's Strategic Aims, the Council has formulated its four-year Capital Programme Forecast for General Fund and HRA capital projects, which totals £50,793,000 between 2006/07 and 2010/11, and is summarised below. The detailed Capital Programme is reproduced at Appendix 2 (a – c).

	2006/07	2007/08	2009/10	2009/10	2010/11	Total
	£000	£000	£000	£000	£000	£000
<b>General Fund</b>	9,129	6,198	2,259	1,606	1,312	20,502
<b>HRA</b>	7,979	6,194	6,288	4,957	4,871	30,289
<b>Total</b>	<b>17,108</b>	<b>12,392</b>	<b>8,547</b>	<b>6,563</b>	<b>6,183</b>	<b>50,793</b>

## 8. Housing Stock Options Appraisal

8.1 The Council completed a Housing Stock Options Appraisal in November 2002 which identified the options for the future ownership and management of the Council's housing stock and the possible

separation of its strategic and management functions. It was concluded that further consultation should be undertaken with tenants before a decision could be made. Further consultation was undertaken during 2003, which clearly established that the vast majority of tenants were in favour of the Council retaining the stock. Since there was also a good business case for stock retention, the Council's Cabinet selected the stock retention option, and agreed to review the position in at least 5 years time. The Options Appraisal was formally signed off by the Government Office in September 2004.

## **9. Working in Partnership**

9.1 The Council's Aims and Priorities and the proposals within this Capital Strategy will not be achieved by the Council working in isolation. The Council is therefore committed to work in partnership with other councils and organisations to meet objectives that cut across organisations' individual responsibilities. Partners have three main, and important, roles:

- To provide information, views and feedback on Council proposals as part of the consultation process set out in the Council's Consultation Strategy.
- To provide required services identified and facilitated by the Council, where best value can be obtained through the provision by the partner. This may involve the provision of funding by the Council.
- To work in partnership with the Council to jointly deliver the Council's aims and priorities, where both the Council and the partner provide funding.

9.2 The Council will continue to identify and secure opportunities for best value being obtained through either an external partner undertaking capital projects or jointly funding/undertaking projects in a partnership arrangement. The Council will also consult key partners on appropriate capital projects, in accordance with the Council's Consultation Strategy, to obtain views and feedback on proposals.

### *Cross-Cutting Themes*

9.3 The Council has an excellent record of working in partnership with other organisations to achieve our mutual objectives and to obtain best value. The main partners with whom the Council works on capital schemes are listed at Appendix 4. Examples of cross-cutting partnership working include:

- Working with Marks and Spencer to develop a temporary car park in Loughton for retail use and to secure a contribution towards the Loughton Town Centre Enhancement Scheme
- Working with Sainsburys to meet the cost of a public transport interchange and highways improvements in Loughton as part of a proposed development of a new superstore, as well as a contributing towards the Loughton Town Centre Enhancement Scheme
- Forming Town Centre Partnerships for the six main towns in the District to improve and enhance the town centres and to facilitate economic growth
- Working with registered social landlords for the provision of new affordable housing
- Creating and working with Town Centre Focus Groups, comprising local councils, town centre partnerships, traders associations, and voluntary organisations in the design of the town centre enhancement schemes
- Working with the Primary Care Trust and Parish Council to dispose of Council-owned land in North Weald to provide housing and a health centre
- Working with Parish Councils to provide improved outdoor youth facilities by means of jointly funded schemes
- As part of the externalisation of leisure management, the Council's partner Sports and Leisure Management Ltd (SLM) will invest £1,500,000 in improvements to leisure facilities in addition to the Council's contribution of £453,000 in the next few years

### *Cross-border working*

9.4 In order to meet its Aims and Priorities and deliver its Capital Strategy effectively, not only must the Council work in partnership with other agencies, it must also work across traditional geographical boundaries. Such cross-border working brings a more cohesive approach to achieving objectives and

also benefits from economies of scale and shared expertise. Some of the initiatives relevant to this Capital Strategy are listed below:

- The Council is working in partnership with Uttlesford, Harlow and East Herts District Councils and the Essex Economic Partnership to develop a West Essex and East Herts Economic Strategy
- A partnership exists with Brentwood BC, Uttlesford DC, the three Primary Care Trusts and Essex Social Care to develop a Young Parent Scheme, whereby young parents from across West Essex can receive support with parenting skills and gain mutual support from each other. By working together, we are endeavoring to meet an important need across all three areas which would be unviable for each local district to try to meet, because of insufficient need in each individual area. Capital funding is being sought from the Housing Corporation.
- The Council has led the formation of the Herts and Essex Housing Options Consortium, comprising the Council, its five neighbouring local authorities and all the registered social landlords that work in the six districts, to jointly commission a choice based lettings scheme across the whole area. The capital and revenue costs of implementation and operation are being shared amongst all the local authorities; the Consortium successfully bid for £96,000 grant (of which £43,000 is for capital purposes) from the DCLG to assist with these costs.

## **10. Procurement and Use of Private Sector Initiatives**

10.1 The Council generally undertakes capital projects itself, procuring the works through competition. However, opportunities for delivering and procuring capital schemes through the private sector are continually being identified and appraised where appropriate. Particular emphasis is placed on adopting the Egan principles as part of the procurement of large schemes and the Council has already adopted these principles to obtain benefits in the following ways:

- The Council has worked with a number of Registered Social Landlords and has adopted a partnering approach with developers for the procurement and provision of new affordable housing schemes
- A partnering contract was entered into with Sainsburys to enable phase 1 of the Loughton High Road Town Centre Enhancement to go ahead
- A partnering agreement has successfully been adopted for the use of consultants to deliver the Council's increased maintenance and improvements programme, since 1 April 2003.
- The Council has also entered into partnering agreements with maintenance contractors to undertake the Council's
  - Kitchen and Bathroom Replacement Programme and Heating Kitchen and Bathroom Replacement Programme
  - Heating Improvement Programme
  - External Repairs and Decorations Programme
  - Servicing and repair of gas appliances in Council propertiesin order to ensure that the Government's "decent home" target is met.
- The Council's new financial management system was installed and implemented under a partnering contract
- A partnering contract has been used for the leisure management contract with SLM

10.2 The Council will continue to consider the use of the Private Finance Initiative (PFI) and Public Private Partnerships (PPP) for appropriate capital schemes. It will also continue to adopt, and encourage partners undertaking capital projects to adopt, the principles relating to sustainability and the reduction of construction costs set out in Sir John Egan's Report on "Rethinking Construction" wherever possible.

## **11. Income Generation and Funding the Programme**

11.1 There are various sources of funding for capital projects, and it is important that opportunities to maximise such funding are taken. In most cases, the ability to undertake capital projects depends on the funding available; however, in some cases, action can be taken to increase funding for key projects. It is essential that the Council accurately forecasts the likely funding to become available over the period of the Five -Year Forecast, and regularly reviews those forecasts, making appropriate adjustments in the Programme. The funding forecast is detailed in Appendix 2(a.) As part of this process the Council will:

- Generate capital receipts from the sale of two parcels of Council-owned land at Langston Road, Loughton (2.6 acres) and Merlin Way, North Weald (0.8 acres).
- Identify and maximise any opportunities for “windfall” capital receipts (eg through the release of restrictive covenants) and planning gain, having due regard to the effects on the local community of obtaining such windfalls and planning gains.
- Forecast the amount of usable capital receipts available to the Council over the next five-year period and estimated usage in a planned way as detailed in this Capital Strategy (see Appendix 3(a))
- Plan and monitor the use of the Major Repairs Fund for HRA capital investment (see Appendix 3(b))
- Undertake an assessment, at least quarterly, of the likely level of capital receipts and other income that will be available to fund capital expenditure over the period of the Five -Year Forecast.

11.2 From April 2004, the Government requires 75% of capital receipts from Right to Buy sales and 50% from other HRA capital receipts (i.e. not from Right to Buy sales) to be “pooled”. However, the Council is a “debt free” authority and as such is eligible for “transitional relief”, which allows authorities to retain up to 75% of the receipts that should be pooled in the first year, reducing to 50% and 25% in subsequent years. Retained receipts through transitional relief must be ring-fenced for housing and improvements to HRA assets. The transitional arrangements cease in 2007/08. The amount of capital receipts to be retained by the Council through transitional relief was £3,195,000 in 2004/05, £1,663,000 in 2005/06 and is estimated to be in the order of £722,000 during 2006/07. The Council will utilise the majority of this funding to invest in its own housing stock, to ensure that all its properties meet the Government’s Decent Home Standard by 2010. However, an estimated £1,100,000 of the transitional relief funding will be utilised to fund the contributions towards affordable housing and the shortfall of Government funding on the Disabled Facilities Grants.

11.3 Under the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, if HRA capital receipts that are not received from Right to Buy Sales are used to finance expenditure on affordable housing or regeneration, there is no requirement for them to be pooled. The Council has therefore agreed that such capital receipts should be used to help fund the required expenditure on repairs and improvements for the Council’s own housing stock.

11.4 The Five Year Capital Programme 2006-2011 will be funded as follows, subject to required annual variations to reflect actual funding availability:

	<b><u>£’000</u></b>
Grants	3,042
Revenue Contributions	7,750
Capital Receipts	18,284
Major Repairs Allow.	<u>21,717</u>
<b>Total</b>	<b><u>50,793</u></b>

## 12. Performance Measurement and Monitoring

12.1 As part of its performance management to deliver capital schemes, the Council sets appropriate targets. Progress and performance is then monitored, on an ongoing basis, from conception to completion of the project, with a formal review undertaken after completion. There are a number of targets that are applied to all capital schemes, including the following:

- Total actual out-turns for works, fees and other expenditure should amount to no more than 105%, and no less than 95%, of the project estimate formulated on receipt of tenders or confirmation of works costs.
- Works should commence no later than 3 months after the receipt of tenders.
- Final accounts should be approved no later than 9 months after practical completion.

12.2 Once capital projects have been implemented, progress against key milestones, and actual expenditure compared to budget, are monitored on a regular basis. Capital projects are also reviewed to ensure that any problems or difficulties are identified, and action taken to minimise similar problems occurring on other projects. This is undertaken through officer project teams that are established for capital projects, in excess of £2,000,000. Project teams:

- Plan, manage and review projects and ensure effective financial management.
- Monitor expenditure, estimated out-turn, variances to budget, potential claims and overspends, levels of contingencies, and implications of deviations from critical paths.

12.3 On completion of schemes, post-contract evaluation is undertaken using the methodology recommended by the Audit Commission in its "Guidance on Capital Programmes and Construction Projects" .

12.4 Progress monitoring and review is not only undertaken by officers, but also by members at a strategic level. Capital projects are included within Service Business Plans, which are monitored by portfolio holders and the Overview and Scrutiny Committees. Regular monitoring reports are also provided to the appropriate "client" portfolio holder for contracts in excess of £2,000,000, comprising information on progress, identified problems and the latest financial position. Portfolio holders are required to report to the Cabinet on any anticipated overspends in excess of 5%, giving the reasons and any available options for savings.



**Key Strategic Council Documents that Complement and  
link  
with the Capital Strategy**

**Council Plan (2006-2010):** Sets out the Council's aims and medium term priorities, together with more detailed strategies for meeting the aims and priorities

**Community Strategy:** Produced by the Local Strategic Partnership, sets out a long term Vision and objectives for the Epping Forest District.

**Best Value Performance Plan:** Reports on performance in the previous year, and sets out the Council's plans for the following year, together with performance targets.

**Asset Management Plan:** Sets out, annually, how the Council will manage its assets.

**Housing Strategy:** Sets out the Council's main housing strategies for meeting housing need, new housing provision, associated planning policies, private sector housing, community care, housing benefits and the management and maintenance of the Council's own stock. Separate detailed Housing Service Strategies provide more detailed information in key areas

**HRA Business Plan:** Produced annually, provides medium and long term financial forecasts for the Housing Revenue Account (HRA), a comprehensive stock valuation broken down into asset groups, option appraisals (where relevant) and an Asset Management Plan for the HRA, incorporating the Council's Repairs and Maintenance Business Plan.

**Adopted Local Plan:** Sets out the Council's policies for the control of development, makes proposals for the development and use of land, and allocates land for specific purposes. It also influences the infrastructure and economic development of the District to meet the needs of the community.

**Cultural Strategy:** Provides a strategic approach to the way in which the Council will provide and facilitate leisure activities in order to improve the health and quality of life of residents, and how tourism will be promoted to raise the profile of the District and assist economic development.

**Transport Strategy:** Sets out the Council's local highway and transport policies within the overall context of the County Council's (Highway's Authority's) strategic Transport Plan and bid submission to the ODPM.

**Consultation Strategy:** Sets out how the Council will consult local residents and other stakeholders on relevant issues relating to the formulation of strategies, setting of targets, delivery of services and review of performance.

**Information Technology Strategy:** Sets out the Council's strategies, standards and targets for the planning, procurement and management of information technology.

**E-Government Statement:** Sets out the Council's approach to implementing the delivery of all Council services through electronic means (eg the internet, public access points) by 2006

**Feasibility Studies:** Produced for individual capital projects to ensure that all options are properly appraised.

**Service Strategies/Plans:** Provide detailed objectives, policies, targets, financial and human resourcing requirements and performance reviews for individual services.

**Crime & Disorder Strategy:** Sets out the Council's approach to reducing crime and disorder within the District.

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**CAPITAL PROGRAMME  
2006/07 to 2010/11 FORECAST**

**Appendix 2(a)**

<b>2006/07 Original £000</b>	<b>2006/07 Revised £000</b>	<b>2007/08 Forecast £000</b>	<b>2008/09 Forecast £000</b>	<b>2009/10 Forecast £000</b>	<b>2010/11 Forecast £000</b>	<b>5 Year Total £000</b>	
<b>EXPENDITURE</b>							
Finance, Perf Man & CSS	299	334	423	215	0	0	972
Leader of The Council	0	30	0	0	0	0	30
Customer Services, Media & IT	1,763	919	1,588	957	594	300	4,358
Community Wellbeing	0	0	0	0	0	0	0
Leisure	552	613	50	50	50	50	813
Environmental Protection	2,082	2,192	0	0	0	0	2,192
Civil Engineering & Maintenance	4,501	2,645	2,282	337	262	262	5,788
<b>Total Non-Housing</b>	<b>9,197</b>	<b>6,733</b>	<b>4,343</b>	<b>1,559</b>	<b>906</b>	<b>612</b>	<b>14,153</b>
Housing GF	1,210	2,396	1,855	700	700	700	6,351
HRA	7,820	7,929	6,144	6,238	4,907	4,821	30,039
Housing DLO	50	50	50	50	50	50	250
<b>Total Housing</b>	<b>9,080</b>	<b>10,375</b>	<b>8,049</b>	<b>6,988</b>	<b>5,657</b>	<b>5,571</b>	<b>36,640</b>
<b>TOTAL</b>	<b>18,277</b>	<b>17,108</b>	<b>12,392</b>	<b>8,547</b>	<b>6,563</b>	<b>6,183</b>	<b>50,793</b>
<b>FUNDING</b>							
DCLG Grant for DFG	130	126	125	125	125	125	626
DCLG Grant for Other Housing Gts	0	250	420	0	0	0	670
IEG Grant	260	423	0	0	0	0	423
DEFRA Grant	53	54	56	0	0	0	110
PDG Grant	0	33	0	0	0	0	33
DCA Election Pilot Grant	0	10	0	0	0	0	10
Market Funding	69	52	50	50	50	50	252
Leaseholder Funding	30	30	30	30	30	30	150
Private Funding	238	51	235	0	0	0	286
ECC Contribution	459	482	0	0	0	0	482
<b>Total Grants</b>	<b>1,239</b>	<b>1,511</b>	<b>916</b>	<b>205</b>	<b>205</b>	<b>205</b>	<b>3,042</b>
HRA (Use of Transitional Relief)	377	672	0	0	0	0	672
Housing GF (Use of Trans. Relief)	550	1,050	0	0	0	0	1,050
Housing GF (Other Capital Receipts)	320	970	1,100	575	575	575	3,795
Non Housing (Other Capital Receipts)	8,328	5,628	4,212	1,509	856	562	12,767
<b>Total Capital Receipts</b>	<b>9,575</b>	<b>8,320</b>	<b>5,312</b>	<b>2,084</b>	<b>1,431</b>	<b>1,137</b>	<b>18,284</b>
HRA - RCCO	2,150	2,388	1,985	885	1,279	1,213	7,750
HRA - MRR	5,313	4,889	4,179	5,373	3,648	3,628	21,717
<b>Total Revenue Contributions</b>	<b>7,463</b>	<b>7,277</b>	<b>6,164</b>	<b>6,258</b>	<b>4,927</b>	<b>4,841</b>	<b>29,467</b>
<b>TOTAL</b>	<b>18,277</b>	<b>17,108</b>	<b>12,392</b>	<b>8,547</b>	<b>6,563</b>	<b>6,183</b>	<b>50,793</b>

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**CAPITAL PROGRAMME**  
2006/07 to 2010/11 FORECAST

	2006/07 Original £000	2006/07 Revised £000	2007/08 Forecast £000	2008/09 Forecast £000	2009/10 Forecast £000	2010/11 Forecast £000	5 Year Total £000
<b>Finance, Perf Man &amp; CSS</b>							
Youth Sports Facilities	90	124	121	0	0	0	245
Countrycare Vehicle	0	28	0	0	0	0	28
Planning Service Accommodation Works	0	35	0	0	0	0	35
Civic Office Works	9	26	36	215	0	0	277
Messenger Vehicles	0	0	16	0	0	0	16
Waste Compactor	0	16	0	0	0	0	16
Reprographics Plate Maker	0	0	0	0	0	0	0
General Capital Contingency	200	105	250	0	0	0	355
<b>Total</b>	<b>299</b>	<b>334</b>	<b>423</b>	<b>215</b>	<b>0</b>	<b>0</b>	<b>972</b>
<b>Leader of The Council</b>							
Election Pilot Grant Expenditure	0	10	0	0	0	0	10
Merlin Way Land Sale	0	20	0	0	0	0	20
<b>Total</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>
<b>Customer Services, Media &amp; ICT</b>							
IEG : Customer Services Trans Prog	260	261	0	0	0	0	261
IEG : ERDMS	0	150	0	0	0	0	150
IEG : Legal Case Man. System	0	2	0	0	0	0	2
IEG : Committee Man. System	0	10	0	0	0	0	10
<b>Total IEG</b>	<b>260</b>	<b>423</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>423</b>
Revenues & Benefits System	13	28	0	0	0	0	28
General IT	300	368	300	300	300	300	1,568
Civic Offices Computer Suite No.2	200	50	0	0	0	0	50
Planning & Land Charges System	0	50	0	0	0	0	50
Customer Services Trans Prog	990	0	1,288	657	294	0	2,239
<b>Total</b>	<b>1,763</b>	<b>919</b>	<b>1,588</b>	<b>957</b>	<b>594</b>	<b>300</b>	<b>4,358</b>
<b>Leisure</b>							
Loughton Leisure Centre	0	54	0	0	0	0	54
Ongar Leisure Centre : Extention	430	453	0	0	0	0	453
N W Airfield Market Improvements	69	52	50	50	50	50	252
N.W.Airfield Security Works	0	1	0	0	0	0	1
Museum Redisplay Programme	53	53	0	0	0	0	53
<b>Total</b>	<b>552</b>	<b>613</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>813</b>
<b>Environmental Protection</b>							
Bobbingworth Tip	1,632	1,659	0	0	0	0	1,659
Environ. Protection Equipment	450	533	0	0	0	0	533
<b>Total</b>	<b>2,082</b>	<b>2,192</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,192</b>
<b>Civil Engineering &amp; Maintenance</b>							
Town Centre Enhancement							
Loughton High Road Works: Phase 2	969	914	0	0	0	0	914
Loughton Broadway Works	2,860	986	1,970	0	0	0	2,956
<b>Total T C Enhancement</b>	<b>3,829</b>	<b>1,900</b>	<b>1,970</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,870</b>
Parking & Traffic Schemes	492	456	150	200	200	200	1,206
Housing Estate Car Parking	37	70	37	37	37	37	218
Car Park Upgrade Buckhurst Hill	0	34	0	0	0	0	34
Car Park Upgrades Cottis Lane	75	75	0	0	0	0	75
Flood Alleviation Schemes	43	57	100	75	0	0	232
Epping Drinking Fountain	0	25	0	0	0	0	25
Grounds Maint Plant & Equipt	25	28	25	25	25	25	128
<b>Total</b>	<b>4,501</b>	<b>2,645</b>	<b>2,282</b>	<b>337</b>	<b>262</b>	<b>262</b>	<b>5,788</b>
<b>TOTAL NON-HOUSING PROGRAMME</b>	<b>9,197</b>	<b>6,733</b>	<b>4,343</b>	<b>1,559</b>	<b>906</b>	<b>612</b>	<b>14,153</b>

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**CAPITAL PROGRAMME  
2006/07 to 2010/11 FORECAST**

**Appendix 2(c)**

	<b>2006/07 Original £000</b>	<b>2006/07 Revised £000</b>	<b>2007/08 Forecast £000</b>	<b>2008/09 Forecast £000</b>	<b>2009/10 Forecast £000</b>	<b>2010/11 Forecast £000</b>	<b>5 Year Total £000</b>
<b>Housing General Fund</b>							
Contribution to Affordable Housing							
Small Housing Sites: Estuary H.A.	500	500	500	0	0	0	1,000
Unallocated Schemes	210	500	235	0	0	0	735
<b>Total Affordable Housing Contributions</b>	<b>710</b>	<b>1,000</b>	<b>735</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,735</b>
Disabled Facilities Grants	300	500	500	500	500	500	2,500
Other Private Sector Grants	200	509	620	200	200	200	1,729
Alfred Road Drainage Works	0	9	0	0	0	0	9
CPO 8/8A Sun Street, W. Abbey	0	378	0	0	0	0	378
<b>TOTAL HOUSING GENERAL FUND</b>	<b>1,210</b>	<b>2,396</b>	<b>1,855</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>6,351</b>
<b>Housing Revenue Account</b>							
Springfields, Waltham Abbey	1,870 *	1,026	1,838	1,837	0	0	4,701
Wickfields	1,100	790	0	0	0	0	790
Norway House Improvements	50 *	67	50	50	50	50	267
Communal TV Upgrade	64	92	78	90	0	0	260
Heating/Rewiring	1,128 *	1,356	1,010	1,070	1,100	1,040	5,576
Windows/Roofing/Asbestos/Water Tanks	821 *	919	940	890	990	940	4,679
Other Planned Maintenance	382	556	410	418	380	380	2,144
<b>Total Planned Maintenance</b>	<b>5,415</b>	<b>4,806</b>	<b>4,326</b>	<b>4,355</b>	<b>2,520</b>	<b>2,410</b>	<b>18,417</b>
Structural Schemes	200 *	765	235	285	769	635	2,689
Cyclical Maintenance	65 *	18	5	5	5	5	38
Small Capital Repairs	400 *	481	400	400	400	350	2,031
Cost Reflective Repairs	950 *	500	500	500	500	568	2,568
Non-Cost Reflective Repairs	370	675	208	208	208	328	1,627
Disabled Adaptations	350	556	395	410	430	450	2,241
Other Repairs and Maintenance	60 *	113	60	60	60	60	353
Feasibilities	10	15	15	15	15	15	75
<b>TOTAL HRA</b>	<b>7,820</b>	<b>7,929</b>	<b>6,144</b>	<b>6,238</b>	<b>4,907</b>	<b>4,821</b>	<b>30,039</b>
Housing DLO Vehicles	50	50	50	50	50	50	250
<b>TOTAL DLO</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>250</b>
<b>TOTAL HOUSING PROGRAMME</b>	<b>9,080</b>	<b>10,375</b>	<b>8,049</b>	<b>6,988</b>	<b>5,657</b>	<b>5,571</b>	<b>36,640</b>
* EFDC Affordable Housing & Regeneration Projects	5,544	5,245	5,038	5,097	3,874	3,648	22,902

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**CAPITAL RECEIPTS**  
2006/07 to 2010/11 FORECAST

	2006/07 Revised £000	2007/08 Forecast £000	2008/09 Forecast £000	2009/10 Forecast £000	2010/11 Forecast £000	5 Year Total £000
<b>Receipts Generation</b>						
Housing Revenue Account	3,990	3,230	2,900	2,880	2,875	15,875
General Fund	8,742	0	0	0	0	8,742
<b>Total Receipts</b>	<b>12,732</b>	<b>3,230</b>	<b>2,900</b>	<b>2,880</b>	<b>2,875</b>	<b>24,617</b>
<b>Receipts Analysis</b>						
Usable Receipts	9,843	914	831	819	817	13,224
Payment to Govt Pool	2,889	2,316	2,069	2,061	2,058	11,393
<b>Total Receipts</b>	<b>12,732</b>	<b>3,230</b>	<b>2,900</b>	<b>2,880</b>	<b>2,875</b>	<b>24,617</b>
<b>Usable Capital Receipt Balances</b>						
Opening Balance	20,073	22,318	17,920	16,667	16,055	20,073
Usable Receipts Arising	9,843	914	831	819	817	13,224
Transitional Payment from Pool (which must be used on Housing assets)	722	0	0	0	0	722
Use of Transitional Relief Receipts	(1,722)	0	0	0	0	(1,722)
Use of Other Capital Receipts	(6,598)	(5,312)	(2,084)	(1,431)	(1,137)	(16,562)
<b>Closing Balance</b>	<b>22,318</b>	<b>17,920</b>	<b>16,667</b>	<b>16,055</b>	<b>15,735</b>	<b>15,735</b>

**MAJOR REPAIRS RESERVE**  
2006/07 to 2010/11 FORECAST

	2006/07 Revised £000	2007/08 Forecast £000	2008/09 Forecast £000	2009/10 Forecast £000	2010/11 Forecast £000	5 Year Total £000
Opening Balance	3,312	2,950	3,376	2,603	3,555	3,312
Major Repairs Allowance	4,527	4,605	4,600	4,600	4,601	22,933
Use of MRR	(4,889)	(4,179)	(5,373)	(3,648)	(3,628)	(21,717)
<b>Closing Balance</b>	<b>2,950</b>	<b>3,376</b>	<b>2,603</b>	<b>3,555</b>	<b>4,528</b>	<b>4,528</b>

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**Key Partners in Delivering the Capital Strategy**

<b>General</b>	Town and parish councils Contractors Consultants Primary Care Trust Local Strategic Partnership
<b>Loughton, Ongar, Epping Leisure Centres And Waltham Abbey Swimming Pool</b>	Sports and Leisure Management Ltd. (SLM)
<b>Town Centre Enhancements</b>	Loughton Town Centre Partnership Loughton Broadway Town Centre Partnership Buckhurst Hill Town Centre Partnership Loughton Town Council Buckhurst Hill Parish Council Essex County Council East of England Development Agency Business Development Board Chambers of Commerce Local traders and businesses Essex Police Disabled access groups Sainsburys Marks and Spencer
<b>Social Housing</b>	Housing Corporation GO-East Registered social landlords
<b>Improvements to the Council's Housing Stock</b>	Epping Forest District Tenants and Leaseholders Federation
<b>Disabled Facilities Grants / Renovation Grants</b>	Caring And Repairing in Epping Forest (CARE) Essex County Council DCLG GO-East Epping Forest Primary Care Trust
<b>Waltham Abbey Sports Centre</b>	King Harold School
<b>Traffic Calming</b>	Essex County Council Town and parish councils Essex Police
<b>Economic Strategy Schemes</b>	East Herts DC Uttlesford DC Harlow DC Essex Economic Partnership

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## ***Report to the Council***

**Committee:** Overview and Scrutiny

**Date:** 19 December 2006

**Chairman:** Councillor R Morgan

**Item:** 13

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### **1. REVIEW OF AREA PLANS SUB-COMMITTEES**

#### **Recommending:**

- (1) That the principle of all members of the Council being members of an Area Plans Sub-Committee be adopted;
- (2) That Area Sub-Committee 'A' remain as at present except that the membership be increased to 25 members;
- (3) That Area Plans Sub-Committee 'D' remain unchanged;
- (4) That the present Area Sub-Committees 'B' and 'C' be combined;
- (5) That these changes take effect from the next Council Year; and
- (6) That, subject to Council approval, the relevant changes be made to the Council's Constitution.

(The Chairman of the Council has determined in accordance with Section 100B(4) of the Local Government Act 1972 and paragraphs (6) and (24) of the Council Procedure Rules that this report be considered at this meeting in order that the question of Area Plans Sub-Committees can be resolved in time for the next Council year.)

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- 1.1 The review of possible changes to the pattern of Area Plans Sub-Committees in the District has been in progress for some time. The Standing Scrutiny Panel on Constitutional Affairs and Member Services has consulted Parish and Town Councils and many members of the Council have attended their meetings to express views.
- 1.2 The main issues which we asked the Panel to address were as follows:
  - (a) the workload and membership of Area Plans 'C';
  - (b) the principle of all members of the Council having a seat on their local Area Sub-Committee;
  - (c) whether the number of Area Sub-Committees should be changed; and
  - (d) whether it would be beneficial to change the areas covered by each Sub-Committee.

- 1.3 At our last meeting, we considered a report from the Panel setting out the final four options which they had identified for changing the structure. These were:
- (a) changing to a three Sub-Committee structure option (Area 'A' plus two new Sub-Committees reflecting a rural/urban split in the rest of the District);
  - (b) adjusting the present four Sub-Committee structure by changing the areas of 'B' and 'C';
  - (c) changing to a three Sub-Committee structure by combining Areas 'B' and 'C', leaving Areas 'A' and 'D' unaltered; and
  - (d) making no change.
- 1.4 We are clear that the many views expressed to the Panel were often in conflict and that the Panel has found it very difficult to achieve a consensus on whether changes should occur and what those changes should be. However, the Panel's review clarified the fact that a reduced number of Sub-Committees may speed processing planning applications but that the improvement may not be noticeable, as performance had been improving anyway. The question of planning delivery grant also arose during the review and it is now clear that this Government grant was already being secured based on improved turnaround times for planning applications. Performance to meet top quartile targets could be achieved only within the context of other improvements in the Planning Service and not solely speeding up of the throughput of planning applications.
- 1.5 In terms of the workload of Area 'C', the Panel established that this was definitely lower than the other Sub-Committees. The Panel looked at concerns which had been expressed from time to time about Area Plans Sub-Committee 'C' being inquorate but they established that this was not a regular occurrence. However the real arguments concerning Area 'C' (and about all of the Area Sub-Committees) were about the local consideration of planning applications as against the economics of holding meetings for a relatively small number of applications. The Panel had established that the principle of local sub-committees was generally supported. Another concern expressed in relation to Area Plans Sub 'C' was about travelling distances both by members (to view sites) and the public (to attend meetings). The Panel acknowledged this argument but felt that it would not be possible to base a structure on convenient travelling arrangements, because of the nature of the District.
- 1.6 The Panel reported to us at our last meeting. The Panel referred to the difficulties they were having in achieving a consensus for change and informed us that they had decided to resolve the question of whether change was supported or not before detailed discussion of the options outlined above took place. A majority voted for no change in the pattern of Area Plans Sub-Committee. The Panel therefore ceased consideration of the remaining options and recommended the 'no change' option to us.
- 1.7 The Panel also recommended that Area Plans Sub 'A' should discuss the question of its membership. This is a point which arose during the review in relation to the principle that every member of the Council should have a seat on an Area Plans Sub-Committee. Although this situation applies in Areas 'B', 'C' and 'D', it is not the case in Area 'A' where only 15 out of the 25 Councillors representing wards in that part of the District have seats on the Sub-Committee. This was the result of a previous decision of the Council to limit the Sub-Committee's membership. The Panel pointed out to us that several Area Plans Sub 'A' members had indicated that

they sought no change whatsoever in any aspect of that Committee. The Panel therefore recommended that the best way forward would be for that Sub-Committee to consider this question and recommend if they wished to move to a total of 25 members.

- 1.8 In considering the report of the Panel, we concluded that the review had been in progress for many months and should be completed as soon as possible. We did not accept the recommendation of the Panel for 'no change' because we did not feel that this outcome met the initial terms of reference of the review. For instance, a 'no change' option neither addresses the relatively low caseloads for Area Subs 'B' and 'C' and nor the original brief that the question of all members being on Area Plans Sub-Committees should be achieved in some way.
- 1.9 We thus rejected the recommendations of the Panel and are now recommending as set out at the commencement of this report including the proposal to increase the number of Area Plans Sub 'A' members. If this recommendation were adopted, we have been advised that a review of the meeting venue may be required. Our proposals involve changes to the Constitution and we recommend that these be written into the Constitution once these have been approved.

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