

## Select Committee Agenda



### ***Stronger Place Select Committee Thursday, 9th July, 2020***

You are invited to attend the next meeting of **Stronger Place Select Committee**, which will be held as a:

**Virtual Meeting on Zoom**  
on **Thursday, 9th July, 2020**  
at **7.00 pm.**

**Georgina Blakemore**  
Chief Executive

**Democratic Services  
Officer**

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#### **Members:**

Councillors R Bassett (Chairman), S Heather (Vice-Chairman), L Burrows, I Hadley, S Heap, J Jennings, S Jones, H Kauffman, C McCredie, J McIvor and R Morgan

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**SUBSTITUTE NOMINATION DEADLINE: 6.00PM**

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#### **WEBCASTING NOTICE (VIRTUAL MEETINGS)**

**Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.**

**You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.**

**Therefore by participating in this virtual meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If members of the public do not wish to have their image captured they should ensure that their video setting throughout the virtual meeting is turned off and set to audio only.**

**In the event that technical difficulties interrupt the virtual meeting that cannot be overcome, the Chairman may need to adjourn the meeting.**

**If you have any queries regarding this, please contact the Corporate Communications Manager on 01992 564039.**

**1. WEBCASTING INTRODUCTION**

This virtual meeting is to be webcast. Members are reminded of the need to unmute 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 (or filmed) and will be capable of repeated viewing (or another use by such third parties). Therefore by participating in this virtual meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If members of the public do not wish to have their image captured they should ensure that their video setting throughout the virtual meeting is turned off and set to audio only.

Please also be aware that if technical difficulties interrupt the meeting that cannot be overcome, I may need to adjourn the meeting.”

**2. APOLOGIES FOR ABSENCE**

**3. SUBSTITUTE MEMBERS**

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

**4. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

**5. NOTES OF PREVIOUS MEETING (Pages 5 - 12)**

To agree the notes of the meeting of the Select Committee held on 9 December 2019.

**6. TERMS OF REFERENCE & WORK PROGRAMME (Pages 13 - 16)**

(Chairman/Lead Officer) The Overview and Scrutiny Committee has agreed the Terms of Reference and work programme for this select committee. Members are invited at each meeting to review both documents.

**7. COVID-19 - PLACES**

To receive verbal updates on the impact of Covid-19 on the following areas:

- (a) Business support – grant
- (b) Safer spaces
- (c) General economic measures and support, and local economic business recovery.

**8. NORTH WEALD AIRFIELD MASTERPLAN**

To receive a verbal update.

**9. IMPLEMENTATION OF THE LOCAL PLAN: UPDATE ON PROGRESS (Pages 17 - 34)**

To consider the draft Cabinet report attached.

**10. CLIMATE CHANGE (Pages 35 - 38)**

(a) Climate Change and Sustainable Travel

To receive a verbal update.

(b) Update on Environmental Enhancements and Tree Planting Initiatives

To consider the attached report.

(For information: This report has been re-issued from the agenda of the Stronger Place Select Committee meeting of 24 March 2020, which did not take place because of the Covid-19 crisis).

**11. SHELTERED HOUSING REVIEW (Pages 39 - 46)**

To consider the attached report.

**12. COUNCIL HOUSEBUILDING PROGRESS REPORT - PHASES 2 - 4 (Pages 47 - 52)**

To consider the attached report.

**13. GROUP COMPANY STRUCTURE - EPPING TOWN CENTRE SITES (Pages 53 - 56)**

To consider the attached report.

**14. DATES OF FUTURE MEETINGS**

To note that future meetings of the Select Committee will be held at 7.00pm on the following dates:

- 29 September 2020;
- 12 January 2021; and
- 29 March 2021

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**EPHING FOREST DISTRICT COUNCIL  
NOTES OF A MEETING OF STRONGER PLACE SELECT COMMITTEE  
HELD ON MONDAY, 9 DECEMBER 2019  
IN COUNCIL CHAMBER - CIVIC OFFICES  
AT 7.00 - 7.45 PM**

<b>Members Present:</b>	D Sunger (Chairman), S Heather (Vice-Chairman), L Burrows, I Hadley, H Kauffman, C McCredie, J McIvor, R Morgan, S Heap and D Wixley
<b>Other members present:</b>	None.
<b>Apologies for Absence:</b>	J Jennings and S Neville
<b>Officers Present</b>	S Jevans (Interim Strategic Director), A Blom-Cooper (Interim Assistant Director (Planning Policy)), D Fenton (Service Manager (Housing Management & Home Ownership)), J Nolan (Service Director (Commercial & Regulatory Services)), N Richardson (Service Director (Planning Services)), J Warwick (Service Manager (Contracts)), V Messenger (Democratic Services Officer) and S Mitchell (PR Website Editor)

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## **21. WEBCASTING INTRODUCTION**

The Chairman made a short address to remind all present that the meeting would be broadcast on the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

## **22. SUBSTITUTE MEMBERS**

The following substitutions were reported:

That Councillor D Wixley was substituting for Councillor J Jennings; and

That Councillor S Heap was substituting for Councillor S Neville.

## **23. DECLARATIONS OF INTEREST**

- (a) Pursuant to the Council's Code of Conduct, Councillor C McCredie declared a non-pecuniary interest in agenda item 7, Work Programme (item 3 - St John's Road Development), by virtue of being a member of Epping Town Council.

## **24. NOTES OF PREVIOUS MEETING**

### **RESOLVED:**

That the notes of the last meeting of the Stronger Place Select Committee held on 17 September 2019 be agreed as a correct record.

## **25. TERMS OF REFERENCE**

The Select Committee noted its Terms of Reference.

**26. WORK PROGRAMME 2019/20**

Strategic Director, S Jevans, advised that older people's services would be included in the Select Committee's current work programme going forward, especially as there was a report on this agenda and an ongoing review of these services.

The Chairman also asked if climate emergency could be added to the work programme as a climate change officer would be appointed by the Council in the near future to try and make Epping Forest District carbon neutral by 2030.

Councillor C McCredie asked when councillors would be given information on the plans to show what would be happening on the St John's Road site? The Strategic Director replied that an overview report would be going to Cabinet in January 2020 and a progress report would be coming to this Select Committee at the next meeting in March 2020.

**Agreed:**

That the following items be added to the Select Committee's work programme:

- (1) Older people's services; and
- (2) Climate emergency.

**27. OLDER PEOPLE'S SERVICES - REVIEW**

The report, introduced by the Strategic Director, covered the proposed high-level strategic review of the Council's older people's services including the Council's older people assets and the careline offer. It outlined the three areas recommended for review:

- to make best use of Council stock;
- to deliver needs-led support services that would provide value for money; and
- to take advantage of smart technology to enable older people to continue to live as independently as possible for longer.

The Council's older people's services would come back to scrutiny to review following an additional and more detailed report to Cabinet outlining the resultant recommendations.

Councillor D Wixley asked if the scope of the report covered care homes because he was interested to know which ones the Council had responsibility for and which ones came under Essex County Council. There was one home in particular he was referring to in Loughton that came under Essex County Council but it had Epping Forest District Council residents living there. He asked if more information could be provided on the different types of care homes and if a comprehensive report on this could be published in the Council Bulletin.

The Strategic Director replied that this report was on the Council's own sheltered housing but she would come back to Councillor D Wixley on this wider enquiry.

**RESOLVED:**

- (1) That the report on the proposed high-level strategic review of the older people's services be noted;
- (2) That subsequent to the completion of the review, an additional and more detailed report to Cabinet be made to outline the resultant recommendations; and
- (3) That the Strategic Director look into the wider issue of the different types of care homes in the District and to publish a comprehensive report in the Council Bulletin for information.

**28. CLIMATE EMERGENCY**

The Service Director (Commercial & Regulatory), J Nolan, referred to the Council's decision to declare a climate emergency at its meeting on 19 September 2019. The recruitment of a new climate change officer was being proposed, initially for two years, to address changes the Council would need to make for Epping Forest District to be carbon neutral by 2030. The Council would be engaging with young people and appoint an ambassador from the Epping Forest Youth Council. Cabinet approval would be sought on a draft plan for wider engagement with key stakeholders including the Youth Council.

The Service Director (Planning), N Richardson, advised that the Interim Assistant Director (Planning Policy), A Blom-Cooper, was drafting an action plan and once agreed, regular update reports would be issued. There were also a number of other Essex local authorities preparing similar plans and therefore, there might be the opportunity for some sharing.

Councillor I Hadley asked what experience the new climate change officer would need to have. The Service Director (Planning) replied that job candidates were likely to require a combination of air quality and planning background expertise. He informed members that Colchester Borough Council had received some 27 applicants for an air quality officer position there.

Councillor D Wixley asked about a tree planting strategy as he was a tree warden, had an interest in trees and had recently heard that Essex County Council intended to plant some 375,000 trees in Essex. He did not know if this was just on Essex County Council land or trees would be sent out to other local authorities. He referred to Councillor N Avey's forthcoming report to Council that 120 trees were to be planted in the Epping Forest District, which did not seem a particularly high number. He was aware that the Portfolio Holder, Councillor N Bedford, was trying to resurrect the 'green arc'. He suggested that green spaces on the Limes Farm estate (Chigwell) and Jessel Green (Loughton) could benefit from tree planting.

The Service Director (Commercial & Regulatory) replied that the climate change officer's work would be divided into three main areas – enforcement, active planning and management of the Council's estate regarding energy efficiency and its open land. He agreed that Councillor N Bedford had a keen interest in this area.

Councillor S Heap asked how assertive could the climate change officer be, i.e. was the position more involved with monitoring or would the officer be able to recommend the Council update relevant policies etc. The Service Director (Commercial & Regulatory) replied it would be very challenging for Epping Forest to become carbon

neutral by 2030 and an action plan would need to be developed that would meet Cabinet's approval. The Council would ultimately be measured on results.

The Chairman asked if a job description for the climate change post could be circulated to members before going to advert. The Service Director (Commercial & Regulatory) agreed that a proposed job description could be circulated for comment.

Councillor J McIvor remarked that it was sensible for the Council to work with other local authorities on this and could we lead the way and invite other officers and host meetings. The Service Manager (Planning) replied that Uttlesford was leading the way on climate change along with Colchester Borough Council but the Council would liaise with other local authorities.

Councillor H Kauffman asked if the new climate change officer could deliver 'easy wins' that would help improve air quality in the District provided that a budget was in place to achieve this. He had been in contact with Councillor N Avey to request the Council stepped up its provision of electric charge points in Council-owned car parks. This was expensive to do but budgetary power behind these basic initiatives was required.

The Service Manager (Contracts) replied the Council would be installing electric vehicle charging points at its leisure centres in Waltham Abbey and Loughton, and was also looking at the feasibility of other Council-owned car parks. However, there would be additional costs in car parks where there was currently no power provision and he would be working with the new climate change officer on this project. The Service Director (Planning) added that Planning (Development Management) did issue planning conditions to install electric vehicle charging points.

**RESOLVED:**

- (1) That the proposed recruitment of a new climate change officer be noted;
- (2) That the proposed job description for the climate change officer post be circulated to members before going to advert by the Service Director (Commercial & Regulatory); and
- (3) That an action plan be developed to deliver the Council's resolution to declare a climate emergency and its pledge to do everything within its power to make the Epping Forest District carbon neutral by 2030.

**29. WASTE MANAGEMENT CONTRACT - CURRENT PERFORMANCE**

The Service Manager (Contracts) reported that the Council's waste management contract was performing well. Performance was monitored by two key performance indicators - M8 showed a reduction in household waste and M9 an increase in recycling. The Waste Management Task and Finish Panel's next meeting was on 16 December and was due to conclude by the end of January 2020. Recommendations made by the Panel would go to Cabinet but if a service change was required, the proposals would be handled by the Innovation Forum and the Waste Management Partnership Board.

**RESOLVED:**

That the report on the current performance of the waste management contract be noted.

**30. LEISURE MANAGEMENT CONTRACT - CURRENT PERFORMANCE**

The Service Manager (Contracts) reported that the Council's leisure management contract was performing very well across all four sites in an upward trend. Swimming and gym membership at Waltham Abbey Leisure Centre had slowed recently but overall memberships were well in excess of forecasts. Loughton Leisure Centre had also continued to grow since the recent enhancement works.

Councillor H Kauffman said he was impressed with the Council's leisure facilities and used the Loughton centre but asked if the Council was doing enough to promote its leisure activities and was there a marketing budget to push leisure services.

The Service Manager (Contracts) replied that the Council itself did not have a budget for this but Places Leisure had dedicated marketing resources and ran campaigns. Ongar was an older facility, recently affected by maintenance issues and did seem to be struggling, but Places Leisure had undertaken a recent drive to improve memberships, which had been successful. However, he would take these comments back to Places Leisure to find out more information.

**RESOLVED:**

- (1) That the report on the current performance of the leisure management contract be noted; and
- (2) That the Service Manager (Contracts) apprise Places Leisure of the Select Committee's comments to optimise its promotion of leisure activities available within the District.

**31. EPPING FOREST DISTRICT LOCAL PLAN & EPPING FOREST SPECIAL AREA OF CONSERVATION**

The Interim Assistant Director (Planning Policy) explained that this report had gone to Cabinet on 31 October 2019, which had agreed the governance arrangements for the implementation of the Local Plan and that the Implementation Team would provide regular updates. As part of the Independent Examination of the Local Plan, the Council had agreed Statements of Common Ground with all the site promoters of the following strategic sites in North Weald Bassett, Waltham Abbey North, South Epping, West Ongar and South Nazeing. Statements of Common Ground with all the main site promoters were also signed for the Garden Town allocations at Latton Priory, Water Lane and East of Harlow.

Councillor D Wixley asked what CEG stood for in paragraph 9 of the report, to which the Interim Assistant Director (Planning Policy) replied that they were the promoters of the Latton Priory site.

**RESOLVED:**

That the progress of the masterplans and concept frameworks, including the use of planning performance agreements and the progress of other proposals at pre-application and application stage, be noted.

**32. NORTH WEALD AIRFIELD - MASTERPLAN**

The Service Director (Commercial & Regulatory) referred to the early update report provided and that Turner and Townsend had been the consultants appointed under delegated authority by the Chief Executive. The Council was entering into a planning performance agreement. Adhering to the Council's Statement of Community Involvement, the Council was identifying key stakeholders and work was also progressing on site surveys.

Councillor J McIvor asked about the stakeholder consultation. The Service Director (Commercial & Regulatory) replied that initially this would be a phased consultation, which would involve the commercial tenants on North Weald Airfield and the parish council. The Council would be consulting thoroughly, including with residents, and have discussions with the other masterplanners on the site to ensure both masterplans complemented each other.

**RESOLVED:**

That the progress report on the North Weald Airfield masterplanning process be noted.

**33. LOCAL AIR QUALITY - VEHICLE EMISSIONS**

The Service Director (Commercial & Regulatory) explained that the report detailed the role and responsibilities of the Council to do with enforcement of legislation in respect of air quality and pollution from vehicle emissions, which was requested by the Overview and Scrutiny Committee on 16 July 2019. Local Air Quality Management (LAQM) placed a statutory duty on local authorities to assess their districts and identify areas with high air pollution. Measuring certain chemicals (nitrogen oxides) would give an indication of where the hotspots were, and Bell Common, Epping, was the only area in the District where levels exceeded the current standards. The Council was required by DEFRA to declare an air quality management area (AQMA) and put in place an air quality action plan that was submitted to DEFRA to improve the air quality. The other area was in relation to the examination of the Local Plan and the impact of air quality on Epping Forest.

There was also the enforcement of idling vehicles by authorised Council officers who could issue fixed penalty notices (FPN). Officers would inform the driver to turn the engine off before issuing a FPN and as all drivers had complied with this instruction no FPNs had been issued so far. Epping Station had a problem with idling vehicles but as this was situated on private land Council officers could not issue FPNs. The Council did try to educate the public and supported National Clean Air Day, which was publicised in the District and large topical banners were displayed especially around schools, Epping Station and Bell Common. The Portfolio Holder had attended Epping Primary School with the Public Health Team as part of that education programme.

Councillor D Wixley referred to areas where additional monitoring had been set up, but asked if this could include the heavy build-up of traffic in Rectory Lane/Chigwell Lane/ Oakwood Hill in Loughton, which had increased since Epping Forest Retail Park had opened. There was also high pollution at the junction of Roding Road from Alderton Hill down to the traffic lights with Oakwood Hill/Valley Hill in Loughton, Loughton High Road and also around Loughton Station.

The Service Director (Commercial & Regulatory) asked if Councillor Wixley could email these locations to him to investigate further. However, he explained that a build-up of traffic at certain places might not necessarily mean the Council would want to declare an AQMA because it also had to take into consideration people (human receptors) in close proximity to the sites.

Councillor D Wixley referred to the National Clean Air Day and asked if a day was long enough and whether it should last week.

The Service Director (Commercial & Regulatory) said Clean Air Day was a nationally recognised day but there was no reason for the Council not to have additional initiatives throughout the year.

Councillor S Heap urged the Council to push beyond DEFRA recommendations and take other receptors into consideration. Also on monitoring pollution, were these done at different times of the day to reflect different levels of traffic?

The Service Director (Commercial & Regulatory) replied the Council was required to monitor people receptors but putting resources into other receptors would probably not be very productive. In respect of monitoring, this was done using passive diffusion tubes which operated 24 hours a day over a period of weeks.

**RESOLVED:**

- (1) That the position with regard to the enforcement of current legislation relating to air quality be noted;
- (2) That Councillor D Wixley forward to the Service Director (Commercial & Regulatory) the Loughton locations where there was heavy traffic to investigate further in relation to possible monitoring; and
- (3) That additional initiatives to promote better air quality/less pollution could be undertaken by the Council's Public Health Team.

**34. COUNCIL HOUSEBUILDING PROGRAMME - PROGRESS**

The Service Manager (Housing Management & Home Ownership), D Fenton, reported on the progress made over the last twelve months. A total of 91 new homes for affordable rent had been completed with 16 units still in progress from Phases 1 – 3 of the programme. On progress achieved across Phase 4 of the Council housebuilding programme, a further 72 units would be delivered over four packages. All four of the packages had planning approval consent. Package 1 consisted of 14 properties in Loughton (Bushfields, Chequers Road and Chester Road), Ongar (Queensway) and High Ongar (Millfield). Subject to completion of the contract and approval by the Council Housebuilding Cabinet Committee, works should be able to start on site in the new year.

Following the change in methodology in February 2019, as a result of work carried out by Internal Audit, officers would be reviewing other potential Council controlled sites within Phases 5 – 6. The aim of this exercise would be to either build-out or raise capital to purchase larger sites.

Councillor D Heap asked about two properties in Hornbeam Road, Buckhurst Hill, regarding compensation to the owner on right of easement, to which the Service

Manager (Housing Management & Home Ownership) replied this matter was currently being dealt with.

Councillor R Morgan asked about Phases 5 – 6 regarding the review of other potential sites, who would this be reported to and would the Parish Council be notified if sites were sold? The Service Manager (Housing Management & Home Ownership) replied that this would be reported to the Council Housebuilding Cabinet Committee and the Council would be consulting with parish councils. There were some 40 sites that had already been identified but some of those sites would not be suitable for housebuilding or sale. A surveyor would be reviewing all the sites and a report on the options available for these sites would be received by the Manager (Housing Management & Home Ownership) shortly.

**RESOLVED:**

That the current progress with regard to Phases 4 – 6 of the Council housebuilding programme be noted.

**35. DATE OF NEXT MEETING**

It was noted that the next meeting of the Select Committee would be held on 24 March 2020 at 7.00pm.

## **STRONGER PLACE SELECT COMMITTEE**

### **TERMS OF REFERENCE 2020/21**

#### **Core Areas of Responsibility**

- (1) To provide scrutiny for the following corporate projects:
  - Local Plan Delivery;
  - St. Johns Road;
  - North Weald (including masterplanning);
  - Council Housebuilding; and
  - Economic growth, skills and employment;
- (2) To have overview of the performance of the Waste Management Contract and Leisure Management Contract and provide scrutiny of services that are not performing to standard and develop proposals for their improvement; and
- (3) To have overview of the green agenda helping to inform policy and future proofing the place.

#### **Scrutiny Role of the Select Committee**

- (1) To engage in policy review and development, with a focus on improvement and how this can be best achieved;
- (2) To develop a work programme each year that effectively scrutinises the areas of responsibility outlined above;
- (3) To consider any matter referred by the Overview and Scrutiny Committee, Cabinet or a Portfolio Holder and to make recommendations as appropriate;
- (4) To consider the effect of Government actions or initiatives that affect the Select Committees areas of responsibility and the impact on customers, residents, businesses and visitors to our district, and to respond to consultation activities as appropriate;
- (5) To establish working groups and task and finish panels to undertake any activity within these terms of reference;
- (6) To undertake pre-scrutiny through the review of specific proposals of the Council and its partner organisations or other local service providers to help develop policy;
- (7) To monitor and review relevant projects and associated closure and benefits reports; and
- (8) To engage with the community and encourage community engagement.

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**Stronger Place Select Committee  
Work Programme 2020/21  
Chairman: Cllr R Bassett**

No.	Item	Deadline	Progress and Comments	Programme of Meetings
1.	Covid-19 – Places	July 2020 (ongoing)	To include reference to: (a) Business support – grant (b) Safer spaces (c) General economic measures and support (d) Local economic business recovery	9 July 2020 29 September 2020 12 January 2021 29 March 2021
		September 2020 (tbc)		
2.	North Weald Airfield Masterplan	July 2020 ongoing	Progress / update	
		September 2020 (tbc)		
3.	Local Plan – update	July 2020 (ongoing)	To include: (a) Local Plan progress report including Garden Town and Latton Priory (b) Green Infrastructure consultation update	
		September 2020		
4.	Climate Change	July 2020	(a) Climate Change and Sustainable Travel update including recruitment (b) Update on tree planting initiatives	
5.	Sheltered Housing Review	July 2020	Report and update	
6.	Council Housebuilding programme	July 2020	Provide plan for 2020/21	
7.	Epping Town sites ( <i>previously St Johns Road programme</i> )	July 2020	Progress / update	
8.	Service charges review	September 2020	Performance and progress	
9.	Creating Great Places programme	September 2020	Report on programme	
10.	Waste Management Contract	January 2021 (tbc)	Performance and progress update	
11.	Leisure Management Contract	January 2021 (tbc)	Performance and progress update	

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**Epping Forest  
District Council**

## ***Report to the Cabinet***

***Report reference: C-014-2020/21***

***Date of Meeting: 20 July 2020***

<b>Portfolio:</b>	<b>Planning and Sustainability – Cllr N Bedford</b>
<b>Subject:</b>	<b>Implementation of the Local Plan: Update on progress</b>
<b>Responsible Officer:</b>	<b>Alison Blom-Cooper (01992 564066)</b>
<b>Democratic Services:</b>	<b>Adrian Hendry (01992 564246)</b>

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

**That the progress of Masterplans and Concept Frameworks, including the use of Planning Performance Agreements and the progress of other proposals at pre-application and application stage be noted (see Appendices A- D);**

### **Executive Summary**

Following the October 2018 Cabinet meeting which agreed the governance arrangements for the implementation of the Local Plan, the Implementation Team made a commitment to provide members with regular updates on the progress of Masterplans and Concept Frameworks within Epping Forest District to ensure that members are kept fully up to date.

This report therefore provides members with an update on the progress of Strategic Masterplans, Concept Frameworks and Planning Performance Agreements within the District. Discussions with site promoters and developers have continued during the COVID-19 pandemic with meetings taking place virtually. Project programmes are being adjusted where necessary to account of the need for revised community engagement arrangements.

The Council is currently consulting on the Draft Green Infrastructure Strategy which focusses on the future use of existing, and the introduction of new open spaces in the District to form a network of multi-purpose spaces for both people and wildlife to thrive. It will also make provision for Suitable Alternative Natural Greenspace to support the action identified in the Inspector's advice of 2 August 2019 to mitigate the impacts of increased recreational pressure on the Special Area of Conservation. The closing date for responses is 16 July 2020.

Following receipt of leading Counsel advice, the Council is continuing to work proactively to identify an interim strategy to address the backlog of planning applications held in abeyance following the advice from Natural England pending completion of the additional Habitats Regulations Assessment.

### **Reasons for Proposed Decision**

- To ensure that members are kept fully up to date on the progress of Masterplans and Concept Frameworks and other major proposals being promoted within the District.

## Other Options for Action:

Not to update members on the progress on the above issues would be contrary to the commitment made by the Implementation Team as noted in the 18 October 2018 Cabinet Report.

## Report:

### Strategic Masterplans, Concept Frameworks and other allocated sites

1. [The Local Plan Submission Version 2017](#) (LPSV) promotes a joined up, collaborative and proactive approach to the planning and implementation of key strategic sites across Epping Forest District. The production of Masterplans and Concept Frameworks will ensure that development proposals are brought forward in accordance with the Council's priorities and policies and facilitate the delivery of necessary infrastructure. Such an approach is an important step towards boosting the timely delivery of high quality development and infrastructure within the District.
2. Strategic Masterplans and Concept Frameworks provide an overarching framework to ensure that development is brought forward in a coordinated and coherent way in accordance with high quality place making principles. The planning applications which follow must demonstrate general conformity with an endorsed Masterplan or Concept Framework. As set out in the [18 October 2018 Cabinet Report](#), the Council's Local Plan Cabinet Committee (LPCC) has the authority to approve Draft Strategic Masterplans and Concept Frameworks for consultation. Following the six-week consultation period, Strategic Masterplans will then be taken to Cabinet for formal endorsement as a material planning consideration. The process for Concept Frameworks is broadly similar, however owing to their smaller scale, these will only be taken to LPCC once for formal endorsement.
3. As set out in paragraph 15 of the report to Cabinet on 18 October 2018 a commitment was made to provide members with regular updates on the progress of masterplans and concept frameworks within Epping Forest District to ensure that members are kept fully informed of the progression of each plan.
4. The LPSV has identified site allocations which should be subject to the Strategic Masterplanning approach (see LPSV para 2.90 and 2.91). These include the following masterplans:
  - Latton Priory
  - Water Lane
  - East of Harlow
  - North Weald Bassett
  - North Weald Airfield
  - South Epping
  - Waltham Abbey North

And Concept Frameworks (see LPSV paras 2.99 and 2.100) for sites in:

- West Ongar
- South Nazeing.

## **Inspector's advice following examination hearings**

5. Work continues to progress the Actions identified by the Inspector following the hearing sessions for the Independent Examination the Local Plan held between February and June 2019. The Inspector's Advice to the Council on 2 August 2019 ([ED98](#)) and her subsequent reply dated 25 November 2019 ([ED102](#)) sets out a number of changes to the Plan which are required to remedy issues of soundness in the form of Main Modifications.
6. The Actions identified within the advice are being progressed and the Council's latest response to the Inspector, dated 24 April 2020, sets out revisions to the high level programme as submitted in January 2020 ([ED106](#)). This recaps the way in which the Council is approaching matters relating to the Habitats Regulations Assessment (HRA) and updating and consolidating the Infrastructure Delivery Plan and viability documents supporting the Local Plan. Following discussions with the Council's consultants and dialogue with Natural England including the incorporation of their comments the Council has submitted the agreed methodology to the Inspector ([ED105](#)). In accordance with the high level programme agreed with the Inspector the Council submitted the third tranche of Main Modifications (MMs) during the week in early June 2020.
7. As previously reported the Council is continuing to work actively to resolve the current situation that has restricted housing and economic development coming forward in the District since 2018 and is working with Natural England to identify potential opportunities to address the backlog of underdetermined applications. The Council continues to undertake work to identify whether an interim approach to managing atmospheric pollution impacts on the EFSAC can be identified to address the backlog of applications. An updated position statement dated 30 April 2020 is available on the website at [ED108](#).

## **Green and Blue Infrastructure Strategy**

8. The report to Cabinet on 15 April 2020 advised that to support the policies set out in the emerging Local Plan in relation to Green and Blue Infrastructure, the protection of ecological assets and high quality design a draft Green and Blue Infrastructure Strategy had been developed. The Strategy seeks to address the requirement to provide suitable avoidance or mitigation measures to manage any potential impacts of growth on protected sites, primarily the Epping Forest SAC and a number of SSSI's. This will ensure high quality Green and Blue Infrastructure, including the provision of Suitable Alternative Natural Green Spaces (SANG), is delivered alongside the proposed growth in the District.
9. The public consultation for the Green Infrastructure Strategy commenced on 4 June and runs for a period of 6 weeks until 16 July 2020. This includes a series of workshop/forum events for Members, Youth Council and developers in the District. The intention is that following the consultation and any updates arising that the Final strategy will be brought back to Cabinet for endorsement as a material consideration in the determination of planning applications, masterplans/concept frameworks and guide design and implementation processes.

## Current progress on the masterplans

10. Work on the masterplans for the Garden Town sites has continued with EFDC officers liaising with key stakeholders across the 5 Garden Town authorities and relevant site promoters. EFDC and Harlow District Council (HDC) met in early May to discuss the masterplanning options for the land at East of Harlow as well as HDC's Main Modifications consultation that closed on 31 May 2020. HGGT Partners have also met with John Lawson Partnership working on behalf of Princess Alexandra Hospital (PAH) to discuss the masterplanning proposals. The Partners are developing the project programme with PAH for the masterplanning process leading up to the submission of a planning application. EFDC and HDC are also arranging a meeting with the main site promoter, Miller Homes, on the land East of Harlow to discuss and agree how to progress the masterplan and prepare a statement of common ground.
11. With respect to Latton Priory, the Garden Town Partners have commissioned a piece of work to evaluate the provision of the access road and sustainable transport corridor to Latton Priory. The initial work prepared by Phil Jones Associates was presented to Garden Town Members in June and is due to be finalised in July. This technical work is needed to address Action 15 identified by the Inspector in her advice note of 2 August 2019 (EB98) and her comments set out in paragraph 33 of that note to review the access proposed to service the site and either modify it or provide further justification for its route. Until this work is completed it is difficult to progress the masterplan work further.
12. A series of meetings have been held between EFDC and the main site promoters at Water Lane to discuss key technical matters, including site access and the Sustainable Transport Corridor (STC). ECC has been involved in these meetings and EFDC continues to liaise closely with them on key matters.
13. The Implementation Team has been proactively engaging with relevant site promoters to progress the other Strategic Masterplan and Concept Frameworks in the District. Some strategic sites are more advanced than others, but good progress has been made. Meetings are being held with the site promoters/developers for the North Weald Bassett, South Epping and Waltham Abbey North Masterplan areas. Initial internal meetings on North Weald Airfield have been undertaken and the contract for masterplanning is now being progressed based on the project brief **agreed at Aprils' Cabinet meeting**. Officers are preparing a Planning Performance Agreement in relation to the masterplanning programme.
14. EFDC officers met with the site promoters for the South Epping masterplan area in February to discuss the Inspector's concerns regarding the proposed level of housing on the site and the subsequent technical evidence prepared by their consultants has been reviewed and is being fed into the Main Modifications to the LPSV.
15. The site promoters for the Waltham Abbey North Masterplan area are preparing a community engagement strategy and have been working with EFDC officers to agree the details of a Planning Performance Agreement. Discussions on the two Concept Frameworks are still at an early stage in the masterplan process.

## **Other allocated sites**

16. Alongside the Strategic Masterplan and Concept Framework sites, the Implementation and Development Management Teams have been progressing some of the smaller sites proposed for allocation within the LPSV. As with the strategic sites, some of these proposed allocations are further advanced than others, but officers are encouraged by the progress which has been made to date and work continues to progress their delivery in accordance with the Housing Trajectory.
17. The development proposals for the five Epping town centre sites (St John's, Cottis Lane, Bakers Lane, Civic Centre, Hemnall Street) that Qualis are promoting are the subject of a Planning Performance Agreement and regular meetings are being held between Qualis and planning officers to discuss the development proposals coming forward across the town.
18. A revised planning application was submitted in October 2019 for the Next development proposals at land at Dowding Way. Although the new application represents an amendment to the previous scheme, it has been subject to detailed design discussion with EFDC officers and sent for review to the Quality Design Panel. The Council continues to work with the applicant and Highways England to resolve these issues and those matters concerning the Epping Forest Special Area of Conservation (SAC) and officers anticipate reporting the application to District Development Management Committee in July.
19. Appendix A provides an update on the progress of the Masterplans and Concept Frameworks; Appendix B provides an update on the progress of each of the strategic and other allocated sites and Appendix C provides information on other proposals on non allocated sites over 0.2 hectares in size or more than 6 dwellings. Appendix D provides information on the schemes reviewed by the Quality Review Panel.

### **Resource Implications:**

As set out in the 18 October 2018 Cabinet Report, the successful delivery of the Garden Town and the other strategic sites within Epping Forest District will require considerable commitment of officer time from EFDC. The noting of the contents of this report do not give rise to additional resource implications.

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

The work on the Strategic Masterplans and Concept Frameworks has been developed in accordance with Government policy (NPPF) and Planning Law.

### **Safer, Cleaner, and Greener Implications:**

The Local Plan contains a policy designed to promote the notion of making good places to live, work and visit. This will include safer by design principles, sustainable development, the provision of alternatives to the car, energy efficiency and environmental considerations as well as sustainable drainage systems and quality green infrastructure. Strategic Masterplans and Concept Frameworks will be the mechanism for these place-making measures to be delivered in identified Masterplan Areas.

**Consultation Undertaken:**

Some of the Strategic sites have been the subject of informal public consultation and engagement. However as set out in the Councils Masterplan and Concept Framework Plan Briefing note, these sites will be subject to public consultation in accordance with an endorsed Statement of Community Involvement.

**Background Papers:**

C-015-2018/19: Governance arrangements for Local Plan Implementation, 18 October 2018

C-034-2019/20: Implementation of the Local Plan: update on progress 15 April 2020

Inspector's advice after hearings (ED98) 2 August 2019

Housing Implementation Strategy EB401A and B January 2019

Habitat Regulations Assessment (EB209) January 2019

Methodology review for the HRA for the Local Plan (ED105) February 2020

Update on progress of Inspector's actions in her Advice after Hearings (ED106) April 2020

Epping Forest Special Area of Conservation Position Statement (ED108) April 2020

**Risk Management:**

If the Council was not to take a pro-active stance on the delivery of Masterplans and major applications arising from the Local Plan, there is a real risk of or development occurring of a type that does not extract maximum value for the provision of social infrastructure and poor quality development may occur.

**Appendix 1 - Masterplan and Concept Frameworks**

Masterplan Area / Concept Framework Area	Local Plan policy and site reference	Description of proposed allocation	PPA status	Delivery due to commence (Housing Implementation Strategy 2019)	QRP	Timescales / progress update	Proposal stage	Section 106	Case officer
Latton Priory	Policy SP 4 & SP 5: SP 5.1	New Garden Town Community consisting of approximately 1,050 homes, 2 hectares of employment land, up to 5 traveller pitches, a new primary and secondary school and a local centre.	Signed - August 2018	2022/23	11/10/2018 and 05/04/2019	Series of masterplanning meetings have been held and are ongoing between key stakeholders including EFDC, the main site promoters (Commercial Estates Projects Ltd and Hallam Land), ECC (Highway and Education), and HDC. Stakeholder Workshops have taken place. First round of public consultation and engagement took place in October 2019.	Masterplan	Not commenced	Simone Williams
Water Lane	Policy SP 4 & SP 5: SP 5.2	New Garden Town Community consisting of approximately 2,100 homes, up to 5 traveller pitches, a new primary school and a local centre.	West Summers signed - July 2018 West Katherines signed - May 2019	2022/23	28/03/2019 - joint 06/09/2019 - West Summers	Series of masterplanning meetings have been held and are ongoing between key stakeholders including EFDC, the main site promoters (a consortium of housebuilders including Persimmon, Taylor Wimpey and Martin Grant Homes - West Katherines, and Manor Oak Homes - West Summers), ECC (Highway), and HDC. Representatives of the smaller sites contained within Tylers Cross have recently begun to engage in the Masterplanning process and engagement has begun with representatives of Redwings. West Summers seeking to go out to informal public engagement early 2020.	Masterplan	Not commenced	Simone Williams
East of Harlow	Policy SP 4 & SP 5: SP 5.3	New Garden Town Community consisting of approximately 750 homes, up to 5 traveller pitches, a new primary school, a local centre, and a potential new secondary school and potential relocation of PAH.	Seeking to secure PPA	2024/25	N/A	Meetings have been held between key stakeholders including EFDC, the main site promoters (Miller Homes), ECC, HDC and PAH NHS Trust. Draft PPA with site promoters. Awaiting response from Miller Homes as to whether they will commence Masterplanning. HDC and EFDC to meet with Miller Homes to seek progress on PPA/Masterplanning. Communication has taken place with three smaller land promoters within the masterplan area about bringing their sites forward as part of the new development.	Masterplan	Not commenced	Claudia Nicolini
North Weald Bassett	Policy P 6: NWB.R1, NWB.T1, NWB.R2, NWB.R3, NWB.R4 and NWB.R5	Provision of approximately 1,050 homes and 5 traveller pitches, a new local centre including retail, community and health facilities and the erection of a new primary school.	Advanced stage of discussion	2022/23	14/07/2019	The draft PPA is now at an advanced stage of negotiation between the parties and meetings have been progressing in the meantime. To date, meetings have taken place on transport issues, green infrastructure, SANGS provision, urban design and land drainage. In addition, workshops have been held with the North Weald Bassett Neighbourhood Plan Steering Group.	Masterplan	Not commenced	James Rogers
North Weald Airfield	Policy P 6: NWB.E4	Provision of new B1/B2/B8 employment uses on NWB.E4 and retention and expansion of aviation uses to the west of the main runway.	Not commenced	2022/23	N/A	The draft PPA is currently under negotiation between the parties and seeks to set a commitment that the residential led Masterplan and the Airfield Masterplan will be coordinated in their approach. It is envisaged that the PPA will be agreed and signed in July 2020 and it will include a Masterplanning project plan.	Masterplan	Not commenced	James Rogers
South Epping	Policy P 1: EPP.R1 and EPP.R2	Provision of approximately 950 homes, a new neighbourhood centre to include community facilities, employment, health facilities and retail uses as well as a new primary school and early years childcare provision.	Advanced stage of discussion	2023/24	N/A	The Local Plan Inspector's advice from August 2019 raised concerns regarding the potential impact of development on landscape character and the Green Belt. EFDC and the site promoters/developers have held meetings to discuss technical matters including noise, landscape/SANGS, access and education. The site promoters have prepared technical evidence in support of the proposed masterplan site. EFDC are reviewing this evidence in conjunction with the preparation of Main Mods to the LPSV.	Masterplan	Not commenced	James Rogers
Waltham Abbey North	Policy P 3: WAL.R1, WAL.T1, WAL.R2 and WAL.R3	Provision of approximately 740 homes and 5 traveller pitches as well as a new local and community centre.	Advanced stage of discussion	2022/23	N/A	The draft PPA is now at an advanced stage of negotiation and has been agreed in principle by the site promoters and EFDC. A meeting has been held on community engagement in February 2020 and further topic meetings are being arranged. Site promoters have been undertaking technical studies in order to progress the Masterplan process. Upon signing of the PPA, the topic meetings will begin to support the masterplanning process.	Masterplan	Not commenced	James Rogers
Jessel Green	Policy P 2: LOU.R5	Provision of approximately 154 homes.	Not commenced	2028/29	N/A	Following the advice received from the Local Plan Inspector, the proposed allocation is to be deleted from the plan via Main Modification.	Not commenced	Not commenced	N/A
Limes Farm	Policy P 7: CHIG.R6	Regeneration led development to provide an additional 100 homes on the site as well as new community and local service facilities.	Not commenced	2028/29	N/A	Following the advice received from the Local Plan Inspector, the proposed allocation is to be deleted from the plan via Main Modification.	Not commenced	Not commenced	N/A
West Ongar Concept Framework Area	Policy P 4: ONG.R1 and ONG.R2	Provision of approximately 234 homes	Initial discussions	2022/23	N/A	Discussions regarding a PPA and a project plan are at an early stage	Concept Framework	Not commenced	James Rogers
South Nazeing Concept Framework Area	Policy P 10: NAZE.R1, NAZE.R3 and NAZE.R4	Provision of approximately 93 homes.	Initial discussions	2021/22	N/A	Discussions regarding a PPA and a project plan are at an early stage	Concept Framework	Not commenced	TBC

Masterplan Area / Concept Framework Area	Local Plan policy and site reference	Description of proposed allocation	PPA status	Delivery due to commence (Housing Implementation Strategy 2019)	QRP	Timescales / progress update	Proposal stage	Section 106	Case officer
St John's Road	EPP.R4	Comprehensive redevelopment of the site.	Advanced stage of discussion - not yet signed	2028/29	04/10/2019	Meetings have been held and are ongoing between key stakeholders. Member workshop has taken place. Draft proposals presented to the Council's QRP in October 2019. Draft PPA prepared.	Masterplan	Not commenced	Nick Finney

**Appendix 2 - Allocated Sites**

Site	Local Plan site Reference	Description of proposal	PPA status	Delivery due to commence (Housing Implementation Strategy 2019)	Application Stage	Local Plan Officer Working Group	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
<b>Pre application proposals</b>												
Former Waltham Abbey Swimming Pool, Roundhills, Waltham Abbey	WAL.R6	Redevelopment of the site to provide residential development.	N/A	2028/29	Pre application ref: EF\2018\ENQ\01422	Sep-19	TBC	12-Jul-19	Discussions ongoing regarding revisions following QRP. Public consultation carried out by the Site Promoters in September 2019.	Under preparation	?	?
Land at Forest Drive, Theydon Bois	THYB.R1	Mixed development up 39 dwellings.	N/A	2021/22	Pre application ref: EF\2018\ENQ\00400	Jun-19	N/A	N/A	Under consideration.	Not commenced	Marie Claire Tovey	Development Management
Greensted Croft, Greensted Road, Ongar	ONG.R5	Erection of up to 115 residential units.	Agreed and signed	2022/23	Pre application ref: EF\2018\ENQ\01132	Nov-18	TBC - Was intended for Apr 20 but shelved due to Covid-19	1st review - 28 Mar 19. 2nd review - 17 Apr 20	Awaiting applicants response to second QRP, outline application expected before end 2020.	Not commenced	Ian Ansell	Development Management
Chigwell Convent	CHIG.R7	Redevelopment of site for various residential uses , 3.4 hectares 136 -194 dwellings.	N/A		Pre application ref: EF\2019\ENQ\00562	Jul-19	TBC	TBC	Heritage assessment submitted in February 2020 in support of proposed site allocation in Local Plan following concerns raised by Inspector.	Not commenced	James Rogers	Development Management
57a - 57b Fyfield Road, Ongar	ONG.R3	Erection of 20 houses with garages; and construction of an additional car parking area for Ongar medical centre.	N/A		Pre application ref: EF\2017\ENQ\01613	No	TBC	TBC	Under consideration.	Not commenced	Sukhi Dhadwar	Development Management
Wain and Green Hedges, Coppice Row, Theydon Bois	THYB.R3	Demolition of existing properties and construction of 9 new apartments with car parking.	N/A		Pre application ref: EF\2019\ENQ\00630	Aug-19	N/A	N/A	Pre application meeting was held on 16th August. Suggested amendments following discussions with the Urban Design Team. Awaiting amendments to be received from applicant.	Not commenced	Honey Koujouri	Development Management
Stanford Rivers Road, Ongar	ONG.R6	Erection of 39 residential units.	Discussions ongoing		Pre application ref: EF\2019\ENQ\00630	Feb-20	N/A	TBC	Pre-application meeting held February 2020 with planning and design officers. Awaiting applicant's response to feedback.	Not commenced	Ian Ansell	Development Management
<b>Planning applications submitted awaiting decision</b>												
Land North of Dowding Way	WAL.E8	Hybrid Planning Application: Phase 1 - Erection of large scale distribution warehouse and phase 2 - Outline application for other employment uses.	Agreed but not yet signed	2026/27	EPF/2503/19	Oct-18	15/05/2018	26-Apr-18 Oct-18 and 09-Aug-19	Highways England currently have a holding direction on the application since there is concern regarding the potential impact of the development on junction 26 of the M25. The Council is also considering whether it has been demonstrated beyond a reasonable scientific doubt that there would not be harm caused to the Epping Forest SAC. Officers are working with the site promoters on all matters in an effort to overcome the issues which have been raised.	Draft S106 Heads of Terms	James Rogers	Implementation
Land west of Froghall Lane, Chigwell	CHIG.R4	Proposed assisted living development to provide apartments and communal and support facilities.	N/A	Site allocated for C2 use	Planning application - EPF/1182/18	Nov-18	N/A	N/A	Application held up by SAC issue.	Not commenced	Ian Ansell	Development Management
Land Corner of Mill Lane / Millfield, High Ongar	HONG.R1	Erection of 8 three bedroom houses including new access from Millfield, provision of parking spaces, amenity space and landscaping.	N/A	2020/21	Planning application - EPF/1718/18	Jul-17	N/A	N/A	Application held up by SAC issue.	Not commenced	Ian Ansell	Development Management
Lake View, Moreton	MORE.T1	Application for variation of condition 10 on planning application EPF/1356/98 (allowed on appeal) (Use of land for Showmen's permanent quarters (relocation of existing established overcrowded site) to enable up to 62 caravans to be located within the site).	N/A	Regularisation of existing use	Planning application EPF/0499/18	Jun-18	N/A	N/A	Additional information received from applicants - report to Area Planning Committee July/August 2020 anticipated.	Existing use	Ian Ansell	Development Management
Gypsy Mead, Ongar Road, Fyfield	FYF.R1	Proposed development of x 24 no. new homes with associated parking facilities, cycle stores and rubbish disposal.	N/A	2022/23	Planning application - EPF/0016/19	Apr-19	Awaiting further information on wider issues	22-Nov-18	New architect appointed reviewing scheme.	Not commenced	Ian Ansell	Development Management
St Thomas More Church, Willingale Road, Loughton	LOU.R16	Demolition of redundant church and associated buildings and erection of 16 house, 10 flats and a new community hall.	N/A	2021/22	Planning application - EPF/0304/19	Nov-18	N/A	N/A	Issues relating to SAC still to be resolved.	Not Commenced	Marie Claire Tovey	Development Management
Unit 20, Oakwood Hill Industrial Estate	LOU.E1	Proposed new 5 storey office building with associated parking.	N/A		Planning application - EPF/1908/19	No	N/A	N/A	Under consideration. Decision due 6 August 2020	Not Commenced	Marie Claire Tovey	Development Management
Epping Forest College, Borders Lane, Loughton	LOU.R9	Redevelopment of the site to provide x139 no. residential units in 3 buildings ranging from 3-5 storeys, car parking spaces, communal landscaped amenity areas, secure cycling parking & other associated development.	Pre-app PPA signed, Planning application PPA under negotiation	2023/24	Planning application - EPF/2905/19	Jun-19	TBC	09-Aug-19	Under consideration	Not commenced	Marie Claire Tovey	Development Management
Land rear of 287-291 High Street, Epping	EPP.R10	1 no. 3 storey and 1 no. 2 storey buildings for five residential units with creation of a communal open space, landscaping and associated works.	N/A		Planning application - EPF/1080/19	No	N/A	28-Mar-19	Application held up by SAC issue	Not commenced	Caroline Brown	Development Management
Nazeing Glassworks	NAZE.E3	Redevelopment of the site to provide approximately 5,000sqm of employment space and 230 residential dwellings.	Payment received	Not an allocated site for housing	Planning application: EPF/2712/19 (Pre application ref: EF\2018\ENQ\00219)	May-18	TBC	16-Aug-18	Simon Drummond-Hay reviewing Viability Assessment to see whether it complies with employment policy.	Not commenced	Sukhi Dhadwar	Development Management
Oak Hill Green, Oak Hill Road, Stapleford Abbots	STAP.R1	Residential development around 40 units and community facilities.	N/A	2021/22	Planning application: EPF/0216/20	May-18	N/A	Second review 17-May-19	Applicants reviewing consultation responses	Not commenced	Ian Ansell	Development Management
<b>Applications awaiting S106 to be signed (excluding S106 only relating to the SAC)</b>												
JW Fencing, Pecks Hill, Nazeing	NAZE.R2	Outline planning application for the demolition of all existing buildings on the site and erection of 25 dwellings.	N/A	2022/23	Outline Planning application	Jul-18	No	No	Approved by Committee subject to S106 for SAC.	Awaiting signature	Sukhi Dhadwar	Development Management
<b>Planning applications determined and issued</b>												
256 High Road, Loughton	LOU.R8	Demolition of existing buildings and construction of 29 apartments in a single building of 3, 4 and 5 storeys in height, alongside associated access, amenity space, landscaping and parking.	N/A	2022/23	Planning permission granted	Jan-18	No	No	Development complete.	Complete	James Rogers	Implementation

Site	Local Plan site Reference	Description of proposal	PPA status	Delivery due to commence (Housing Implementation Strategy 2019)	Application Stage	Local Plan Officer Working Group	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
126 Manor Road, Chigwell	CHIG.R3	To retain the existing dwelling at No. 126 Manor Road and add a new extension to the front and rear; creating 12 x no. residential units in total; with associated parking, cycle storage, refuse store and amenity space.			Planning Application - EPF/3281/16	No			Development complete.		Ian Ansell	Development Management
Grange Court, 72 High Road, Chigwell	CHIG.R9	Conversion of Listed building into 8 dwellings and extensions to create a further six dwellings.	N/A		EPF/3264/17	No	N/A	N/A	Planning permission granted.	Not commenced	Ian Ansell	Development Management
<b>Proposals at appeal</b>												
Old Epping Laundry Site, Bower Hill, Epping	EPP.R9	Demolition of existing buildings and erection of 58 new residential dwellings.	N/A	2021/22	Planning application - EPF/3174/18 refused	Yes	?	?	Hearing on 8 July.	Not commenced	Sukhi Dhadwar	Development Management
13 - 15a Alderton Hill, Loughton	LOU.R14	Demolition of three dwellings and erection of residential development to provide 89 apartments.	N/A	2028/29	Public inquiry appeal: ref APP/J1535/W/18/3203410	Oct-18	No	No	Planning permission refused and appeal dismissed following a public enquiry on grounds of design and impact on Epping Forest SAC.	Not commenced	Sukhi Dhadwar	Development Management

**Appendix 3 - Non allocated Sites**

Site	Description of proposal	PPA status	Application Stage	Local Plan Implementation Forum	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
<b>Pre application submissions</b>										
Crown House, 151 High Road, Loughton	Demolish Crown House and the car park and create a new landmark building consisting of Offices, Retail and Residential accommodation.	N/A	Pre application ref - EF\2019\ENQ\00417	Jun-19	TBX	TBC	Pre application meeting held. Issues raised over scale of development, number of units and impact on Epping Forest SAC. Revised proposal to be submitted.	Not commenced	Graham Courtney	Development Management
Upper Clapton RFC	New all weather pitch, alterations to function hall, improved drainage to pitches, alterations to car park and relocation of floodlights, together with enabling development comprising 9 residential dwellings.	N/A	Pre application ref - EF\2019\ENQ\000352	No	N/A	N/A	Pre application meeting held. Issues raised over impact on green belt, inappropriate development with no very special circumstances demonstrated. Applicant reconsidering position.	Not commenced	Graham Courtney	Development Management
Land North of Pick Hill Waltham Abbey EN9 3LF	123 Dwellings and open space.	TBD	EF\2019\ENQ\00338	May-19	TBC	TBC	Pre-app response sent - case closed.	Not commenced	Sukhi Dhadwar	Development Management
Howards Nursery, Epping Road, Nazeing	Erection of 8 new dwellings.	N/A	EF\2019\ENQ\00511	No	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Caroline Brown	Development Management
Kingsfield Nursery, Sewardstone Road, Waltham Abbey	9 Residential properties, associated access, ancillary development, landscaping and public open space.	N/A	Pre application ref - EF\2019\ENQ\00474	Sep-19	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Sukhi Dhadwar	Development Management
11 The Shrubberies, Chigwell	Demolition of existing single dwelling house and erection of new structure housing 9 flats across 3 floors, including dedicated off-street parking.	N/A	Pre-app ref EF\2019\ENQ\00406	Sep-19	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Ian Ansell	Development Management
Conquest House, Church Street, Waltham Abbey	Change of use of office (B1a) to residential (C3) to provide 49 self-contained 1 bed units.	N/A	Pre application ref EF\2019\ENQ\00609	No	TBC	TBC	Pre application submitted - 28/06/2018	Not commenced	Graham Courtney	Development Management
Eastbrook Hall, Broomstick Hall Road, Waltham Abbey	Erection of 3 storey building containing 12 units and the re-development of residential building for more units.	N/A	Pre-application ref EF\2019\ENQ\00605	No	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Sukhi Dhadwar	Development Management
Land on the southern side of Honey Lane, Waltham Abbey	Proposed construction of a new 75 bed care home, 5 key worker houses, 8 supported living apartments, 4 affordable houses and 6 market houses. Site area 1.06 hectares, Care Home (GIA) - 4030 sq.	N/A	Pre application ref EF\2019\ENQ\00585	No	TBC	TBC	Pre application submitted - 24/06/2019.	Not commenced	Francis Saayeng	Development Management
Loughton Health Centre, the Drive, Loughton	Erection of 14 residential units and rebuild health centre.	N/A	Pre application re EF\2019\ENQ\00600	Aug-19	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Sukhdeep Jhooti	Development Management
Springfield Nursery, Pick Hill, Waltham Abbey	Erection of 50 new dwellings and associated infrastructure.	N/A	Pre application ref EF\2018\ENQ\01076	Aug-19	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Sukhi Dhadwar	Development Management
25 Theydon Park Road, Theydon Bois	Demolition of existing dwellings and replacement with 7 no. new dwellings.	N/A	Pre application ref EF\2019\ENQ\00737	No	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Muhammad Rahman	Development Management
Land adjacent to Epping Road and School Road, Toot Hill, Essex	Erection of five new homes and the provision of public open space.	N/A	Pre application ref EF\2019\ENQ\00616	No	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Graham Courtney	Development Management
Hornes Farm, Mount Road, Epping, CM16 7PH	Proposed redevelopment to provide six agricultural buildings and nine new dwellings.	N/A	Pre application ref EF\2019\ENQ\00715	Sep-19	N/A	N/A	Pre application meeting held on 27th September 2019. Response to be issued.	Not commenced	Honey Kojouri	Development Management
Land rear of 176 Honey Lane Waltham Abbey EN9 3BA	Proposed construction of x4 no. dwellings.	N/A	Pre application ref EF\2019\ENQ\00648	No	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Caroline Brown	Development Management
Land east of Forest Glade North Weald Essex CM16	Proposed redevelopment to provide 1,548sqm of employment floor space.	N/A	Pre application ref EF\2019\ENQ\00645	Sep-19	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Honey Kojouri	Development Management
Paternoster House 69A Paternoster Hill Waltham Abbey EN9 3JY	Two storey block to provide 40 no. additional bedrooms.	N/A	Pre application ref EF\2019\ENQ\00563	Sep-19	N/A	N/A	Pre-app response sent - case closed.	Not commenced	Sukhi Dhadwar	Development Management
Hill House, Waltham Abbey	New build independent living scheme comprising 48 no. 1 1 bed flats and 12 no. 2 bed flats, communal facilities and dining cafe area. Landscaped ground and parking for 30 no. cars including 3no. disabled spaces.	N/A	Pre-application ref EF\2018\ENQ\00665	Oct-19	04/03/2019	24-Jan-19	Now an application. Appealing first one, negotiation second one	Not commenced	Sukhi Dhadwar	Development Management
Warlies Nuseries, Horseshoe Hill, Waltham Abbey	18 retirement dwellings within walled garden	N / A	Pre-application ref EF\2019\ENQ\00958	Dec-19	N / A	N / A	Advice provided on general issues, awaiting additional information on listed building issues.	Not commenced	Ian Ansell	Development Management
Land at Chimes Garden Centre, Old Nazeing Road, Nazeing	Residnetial redevelopment on 'brownfield land'	N / A	Pre application re EF\2019\ENQ\00807	Dec-19	n / A	N / A	Pre-app response sent - case closed.	Not commenced	Ian Ansell	Development Management

Site	Description of proposal	PPA status	Application Stage	Local Plan Implementation Forum	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
Old Farm, Green Lane Chigwell	residential development - 100 dwellings	N / A	Pre application ref - EF\2019\ENQ\01078	No	N / A	N / A	Pre-app response sent - case closed.	Not commenced	Ian Ansell	Development Management
<b>Planning applications awaiting decision</b>										
North Weald Park (Quinn)	Erection of up to 690 dwellings, including new access route, vehicle parking, landscaping and associated infrastructure.	Signed 18/05/18	Planning application - EPF/1413/18	Jul-18	08/09/2018	27-Sep-18 and 05-Apr-2019	Unders consideration. Highways England advised not to make decision until November 2020.	Not commenced	Sukhi Dhadwar	Development Management
Land to the north of the Nags Head Public House, Moreton	Application for Outline Planning Permission for the erection of x 7 no. new homes and provision of associated parking, landscaping and access improvements.	N/A	Planning application - EPF/0496/19	No	N/A	N/A	Application withdrawn.	Not commenced	Sukhi Dhadwar	Development Management
Pickerells Farm, Dunmow Road, Fyfield	Change of use of existing building to form 6 no. dwellings with associated amenity space, parking space bin store, bike store, passing bays and skip enclosure.	N/A	Planning application - EPF/0537/19	No	N/A	N/A	Application registered - 12/04/2019.	Not commenced	Alastair Prince	Development Management
Netherhouse Farm, Sewardstone Road, Waltham Abbey	Change of use of land to a woodland cemetery and crematorium with the erection of a meeting hall and associated buildings. (Variation to previously approved application ref. EPF/0526/17).	N/A	Planning application - EPF/0599/19	No	N/A	N/A	Held in abeyance due to SAC.	Not commenced	Graham Courtney	Development Management
Low Hill Nursery, Sedge Green, Nazeing	Replacement of existing caravans with permanent building containing accommodation for 10 nursery workers.	N/A	Planning application - EPF/3339/18	No	N/A	N/A	Held in abeyance due to SAC.	Not commenced	Graham Courtney	Development Management
Woodredon House, Woodredon Farm Lane, Waltham Abbey	Conversion and change of use of former care home including the removal of side extensions and replacement with one storey side extension to provide x 10 no. apartments (C3) with cart-lodge style garaging.	N/A	Planning application - EPF/0729/19	No	N/A	N/A	Held in abeyance due to SAC. However TS information currently being assessed. Likely that a decision will be issued on this.	Not commenced	Graham Courtney	Development Management
New Barns Farm, Epping Road, Roydon	Conversion of redundant farm buildings to seven residential (C3) units, demolition of sections of buildings and associated works.	N/A	Planning application - EPF/3120/18	No	N/A	N/A	Held in abeyance due to SAC. (Were directed by Conservation to look at redevelopment rather than conversion, however they have been informed that this would be unacceptable in Green Belt terms).	Not commenced	Graham Courtney	Development Management
Garages to the rear of nos.13-43, Charles Street, Epping	Demolition of the existing garage buildings and the erection of 9 x 2 bedroom mews houses, with associated landscaping, parking, bike and refuse stores.	N/A	Planning application - EPF/3426/18	No	N/A	N/A	Approved at Committee subject to SAC. Nicky Linihan reviewing.	Not commenced	Sukhi Dhadwar	Development Management
Langley and Mile Nurseries, Crooked Mile, Waltham Abbey	Outline planning application for a residential development comprising up to x 52 no. dwellings (including 40% affordable housing) with vehicular access from Crooked Mile, associated open space, children's play area and ancillary works.	N/A	Planning application - EPF/0695/19	Apr-19	TBC	TBC	Recommended for refusal.	Not commenced	Graham Courtney	Development Management
Land at Nine Ashes Road, High Ongar	Erection of 8 affordable dwellings and 3 open market dwellings.	N/A	Planning application - EPF/1137/18	Jun-19	N/A	N/A	Recommended for refusal.	Not commenced	Graham Courtney	Development Management
Chigwell Garden Centre, High Road, Chigwell	Demolition and removal of existing dwelling, storage buildings, associated commercial structures and car park, and the erection of a 100 bedroom high-quality care home with associated access, vehicle parking, hard and soft landscaping, structural landscaping and site infrastructure.	N/A	Planning application EPF/3195/18	Apr-19	N/A	17-May-19	Additional information submitted awaiting comments from Policy Team, Brownfield Status and Implementation Team (Urban Design).	Not commenced	Ian Ansell	Development Management
Mossford Green Nursery, Abridge Road, Theydon Bois	Demolition of existing buildings, clearance of open storage and dwelling and erection of 19 dwellings (8 x 3 bed, 11 x 4 bed).	N/A	Planning application EPF/3379/18	2019	N/A	N/A	Applicant awaiting outcome of SAC issues	Not commenced	Ian Ansell	Development Management
Site 2, Chigwell Grange, High Road, Chigwell	Redevelopment to provide a new residential building comprising a total of 57 homes with associated amenity space, landscaping, car and cycle parking.	N/A	Planning application EPF/2155/18	Nov-18	TBC	Intended, current delay at applicants request	Application withdrawn. Applicants seeking further review through possible inclusion on brownfield register.	Not commenced	Ian Ansell	Development Management
113 Church Hill, Loughton	Residential development of x10no. apartments with associated parking and external amenity space. (Revised application to EPF/0610/18).	N/A	Planning application - EPF/1471/19	Sep-19	N/A	N/A	Applicant awaiting outcome of SAC issues	Not commenced	Ian Ansell	Development Management
The Orchard, Fingirth Hall Lane, High Ongar	Demolition of existing house and outbuildings and erection of 9 dwellings.	N/A	Planning application - EPF/1402/19	Aug-19	N/A	N/A	Revised scheme under consideration for 5 units, held by SAC issues.	Not commenced	Ian Ansell	Development Management
Station House, 114 High Road, Chigwell, IG7 6NT	Demolition of existing buildings & erection of x6 no. residential units alongside associated access, open space, landscaping and parking.	N/A	Planning application - EPF/1621/19	No	N/A	N/A	Refused and gone to appeal	Not commenced	Marie-Claire Tovey	Development Management
Piggotts Farm, Abridge Road, Theydon Bois, Epping, RM4 1TX	Proposed total of x6 no. residential houses, of x2 no. two-bedroom houses, x2 no. three bedroom houses & x2no. four-bedroom houses to replace the 8 existing barns on site.	N/A	Planning application - EPF/1656/19	Aug-19	N/A	N/A	Revised scheme for three units being prepared, held by SAC issues	Not commenced	Ian Ansell	Development Management
51 High Road, Loughton	Demolition of existing dwelling and erection of 9 new apartments.	N/A	Planning application EPF/1860/19	Dec-19	N/A	N/A	Held in abeyance due to SAC.	Not commenced	Muhammad Rahman	Development Management
101 Manor Road, Chigwell	Demolition of existing pair of semi-detached dwellings and erection of seven self-contained units part three and part two with roof space storeys (3x three bed and 4x two bed) creating low level 14 car park spaces and 9 cycle park spaces within the low level building.	N/A	Re-submission EPF/2174/19	Oct-19	N/A	N/A	Under consideration.	Not commenced	Sukhdeep Jhooti	Development Management

Site	Description of proposal	PPA status	Application Stage	Local Plan Implementation Forum	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
C W S Nursery Hoe Lane Nazeing Essex EN9 2RJ	Application for Variation of Condition (additional proposed condition) for the erection of glasshouses (6.9ha) together with associated access roads, parking areas and balancing ponds.(Ref: EPF/2555/17).	N/A	Planning application - EPF/2000/19	No	N/A	N/A	Application registered 22/08/2019.	Not commenced	Sophie Ward Bennett	Development Management
Chime Garden Centre Old Nazeing Road Nazeing Essex EN10 6RJ	Application for Variation of Condition 2 -"completed strictly in accordance with the approved drawings" for EPF/1351/18. (Demolition of site buildings and redevelopment to provide x 33 no. new homes).	N/A	Planning application - EPF/1954/19	No	N/A	N/A	Application registered 20/08/2019.	Not commenced	Francis Saayeng	Development Management
Threeways Nursery Sedge Green Roydon Essex CM19 5JS	Demolition of a part of existing glasshouses; change of use, conversion and extension of remainder to form x 12 no. units of mixed light industrial and storage use. (Amendment to EPF/2278/17).	N/A	Planning application - EPF/2041/19	No	N/A	N/A	Application held up by SAC issue	Not commenced	Caroline Brown	Development Management
Moor Hall Stables Moor Hall Road North Matching Essex CM17 0LP	Proposed replacement of stable buildings with new dwellings along with new dwellings to provide 6 new units with associated parking and landscaping.	N/A	Planning application - EPF/1305/19	Sep-19	N/A	N/A	Under consideration.	Not commenced	Sukhi Dhadwar	Development Management
18 Russell Road Buckhurst Hill Essex IG9 5QJ	Proposed erection of x 5 no. dwellings with associated infrastructure and landscaping.	N/A	Planning application - EPF/1909/19	Sep-19	N/A	N/A	Recommended for refusal.	Not commenced	Muhammad Rahman	Development Management
4 Kendal Avenue Epping CM16 4PN	Demolition of the existing detached house and replacement with a highly detailed new mansion building containing six apartments.	N/A	Planning application - EPF/2206/19	No	N/A	N/A	Application registered 19/09/2019.	Not commenced	Francis Saayeng	Development Management
1 Buttercross Lane, Epping	Demolish existing house and replace with x6 no. apartments.	N/A	Planning Application ref EPF/2447/19	No	N/A	N/A	Original application refused, new scheme submitted by applicants.	Not commenced	Sukhi Dhadwar	Development Management
2 Princes Road, Bukhurst Hill	Development of an underused piece of land with a single house, replaced with a new building consisting of 2 commercial units and 6 fully accessible apartments.	N/A	Planning Application ref EPF/2378/19	No	N/A	N/A	Under consideration. Issues regarding CPZ	Not commenced	Marie-Claire Tovey	Development Management
Police Station, 230 High Street, Epping	Change of use from former police station to x6 no residential units & provision of A3 use at ground floor and basement level.	N/A	Planning Application EPF/2300/19	No	N/A	N/A	Application registered 04/11/2019	Not commenced	Francis Saayeng	Development Management
1-6 Shernbroke Road Hostel, Shernbroke Road, Waltham Abbey	Erection of 26 flats with associated parking and landscaping following demolition of the former Shernbroke Hostel.	N/A	Planning Application EPF/2609/19	Dec-19	N/A	N/A	Negotiations ongoing, decision delayed by SAC issues.	Not commenced	Ian Ansell	Development Management
Land at the former Chimes Garden Centre, Old Nazeing Road	Proposed erection of x 14 no. dwellings (4 flats and 10 dwellings). (Phase 2).	N/A	Planning Application EPF/3040/19	No	N/A	N/A	Application registered 10/01/2020	Not commenced	Francis Saayeng	Development Management
75, 75a-c, 77 Queens Road, Buckhurst Hill	Demolition of No. 75, 75a-c, 77 Queens Road and the construction of fifteen new dwellings with a ground floor retail units.	N/A	Planning Application EPF/2514/19	No	N/A	N/A	Application registered 13/01/2020	Not commenced	Natalie Price	Development Management
69 Farm Hill Road, Waltham Abbey	Demolition of bungalow and erection of two, two storey linked blocks to provide 4 x 1 bedroomed flats and 2 x 2 bedroomed flats with associated car parking, bin and bike stores, amenity and landscaping.	N/A	Planning application - EPF/3381/18	No	N/A	N/A	Held in abeyance due to SAC. Unlawful works on site have now ceased. Will continue to be monitored by Enforcement	In progress	Graham Courtney	Development Management
Garden Centre, Crown Hill, Waltham Abbey, EN9 3TF	Proposed construction of x6 no semi-detached dwellings (revised application to EPF/0318/20).	N/A	EPF/0770/20	No	N/A	N/A	Under consideration.	Not commenced	Sukhi Dhadwar	Development Management
233 - 235 Fencepiece Road, Chigwell	Demolition of two existing semi-detached dwellings and replacement with single structure containing 10 new apartments.	N/A	EPF/0633/20	No	N/A	N/A	Under consideration.	Not commenced	Marie-Claire Tovey	Development Management
Taw Lodge, Epping Lane, Stapleford Tawney	Demolition of existing buildings & erection of x7 no. residential dwellings.	N/A	EPF/0511/20	No	N/A	N/A	Under consideration.	Not commenced	Ian Ansell	Development Management
<b>Applications awaiting S106 to be signed</b>										
1 Tomswood Road, Chigwell	Demolition of existing and proposed apartment block (seven flats).	N/A	Planning application EPF/0840/18	No	N/A	N/A	Awaiting Section 106 (SAC recreation and air quality).	In progress	Ian Ansell	Development Management
Tylers Cross Nursery, Epping Road, Nazeing	Demolition of part of existing glasshouses; change of use and conversion of remainder to form 20 units in mixed light industrial and storage use (Class B1/B8).	N/A	Planning application - EPF/1619/18	No	N/A	N/A	Held in abeyance due to SAC.	In progress	Graham Courtney	Development Management

Site	Description of proposal	PPA status	Application Stage	Local Plan Implementation Forum	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
Land at Gainsborough House, Sheering Lower Road, Sheering	Change of use of Gainsborough House from offices to residential and erection of a two and a half storey extension to create 10 no. flats and revised parking layout.	N/A	Planning application - EPF/0438/19	No	N/A	N/A	Application approved by Area Planning East in June 2020 subject to S106 agreement now in preparation. Start on site expected by October 2020.	In progress	Ian Ansell	Development Management
Chigwell Primary School, High Road, Chigwell	Construction of new Chigwell Primary Academy school, followed by demolition of existing buildings and creation of new playing field and playground, together with residential development comprising 59 number dwellings, together with car parking, garden spaces, vehicular access from High Road (A113), external landscaping & associated development.	N/A	Planning application - EPF/1681/19	Pre-app March 2019	No	TBC	Application approved by DDMC in March subject to S106 agreement currently progressing. Start on site anticipated by August 2020.	In progress	Ian Ansell	Development Management
<b>Planning applications with decision issued</b>										
6 Church Street, Waltham Abbey	Proposed conversion of office building B1 to 12 residential apartments C3 and installation of 8 x Velux windows in the roof slopes.	N/A	Planning application - EPF/0741/18	No	N/A	N/A	Decision issued, planning permission granted.	Complete	Alex Taylor	Development Management
Broadbanks, 23 Ivy Chimneys Rad, Epping	Demolition of all on site stables and hardstanding; the excavation of part of the site to reduce the levels (with the excavated material to be removed); the provision of access road and turning head along with the erection of x 9 no. detached and semi-detached dwellings including ancillary works and landscaping.	N/A	Planning application ref: EPF/0289/19	No	N/A	N/A	Application refused 14/08/2019.	Not commenced	Sukhi Dhadwar	Development Management
1, 3 and 5 Stonards Hill, Epping	Redevelopment to form 28 no. apartments for older people, guest apartment, communal facilities, access, car parking and landscaping (Amended application to EPF/0947/17).	N/A	EPF/0887/19	Sep-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhi Dhadwar	Development Management
38 Honey Lane, Waltham Abbey	Demolition of existing dwelling and erection of residential apartment block to contain 14 dwellings.	N/A	Planning application - EPF/0140/19	No	N/A	N/A	Recommended for refusal.	Not commenced	Alastair Prince	Development Management
Former Haulage Yard Sewardstone Road	Outline permission for the demolition of existing buildings and erection of up to 40 homes	n/a	EPF/2828/19	20-Feb	n/a	n/a	In progress	Not commenced	Sukhi Dhadwar	Development Management
land adjacent 168 Uphire Road	Erection of two buildings 1 containing 7 C2 units and 1 containing 8 residential units provided by an housing association	n/a	EPF/1678/19	20-Feb	n/a	n/a	in progress	Not commenced	sukhi dhadwar	Development Management
Cock and Magpie PH Epping Road Epping Upland	demolition of existing PH and replacement with 10 dwellings	n/a	EPF/0952/19	No	n/a	n/a	iin progress	Not commenced	sukhi dhadwar	development Management
Duke of Wellington PH, 36 High Street, Epping	Demolition of existing public house & ancillary outbuildings & erection of three storey building addressing High Street comprising 189 square metres of ground floor flexible retail/financial and professional services/food and drink/drinking establishments/hot food and takeaway (Use Classes A1/A2/A3/A4/A5) with six x two bedroom flats and two x one bedroom flats at first and second floors, one pair of two storey, three bedroom, semi-detached houses addressing Hemnall Street and formation of one altered vehicle accesses onto High Street and one new access onto Half Moon Lane to serve parking and manoeuvring areas.	N/A	Planning application - EPF/1047/19	Jul-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhi Dhadwar	Development Management
42 Stradbroke Drive, Chigwell	Demolition of existing house including garage and pool annex and construction of x 10 no. residential units.	N/A	Planning application EPF/0531/19	No	N/A	N/A	Recommended for refusal.	Not commenced	Ian Ansell	Development Management
160 Manor Road Chigwell Essex IG7 5PX	Application for Variation of Condition 2 'plan numbers' for EPF/3438/17. (Building slightly extended and internal layout changed to allow for x 9 no. flats. Rear extension at basement level. Compliant parking and updated landscape).	N/A	Planning application - EPF/1990/19	No	N/A	N/A	Application approved 20 December 2019	Not applicable	Ian Ansell	Development Management
404 Fencepiece Road, Chigwell	Demolition of existing dwelling and erection of a building comprising of x8 no apartments with associated car parking and emnities (Revised application to EPF/1051/19).	N/A	Planning Application EPF/2351/19	No	N/A	N/A	Recommended for refusal.	Not commenced	Sukhdeep Jhooti	Development Management
36 Highbridge Street, Waltham Abbey	site redevelopment, comprising retention of the commercial use at ground floor level and conversion of the existing building at partial ground floor and upper levels to provide 6 dwellings, incorporating the removal extensions; the provision of two new build blocks to provide 4 dwellings.	N/A	Planning application - EPF/2841/18	Sep-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhi Dhadwar	Development Management
Cock and Magpie Public House, Epping Road, Epping Green, Essex, CM16 6PU	Application for Outline Planning Permission for the demolition of an obsolete former Public House, change of use of land and re-development to provide x 10 no. new dwelling houses, including ancillary works.	N/A	Planning application - EPF/0952/19	Sep-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhvinder Dhadwar	Development Management
Middlebrook Industrial Estate, Hoe Lane, Nazeing	Demolition of existing commercial buildings and erection of 20no. detached/semi-detached dwellings and 13no. 'affordable' houses with associated off-street parking, private gardens and landscaping.	N/A	Planning application - EPF/1201/19	Jul-19	N/A	N/A	Recommended for refusal.	Not commenced	Sukhi Dhadwar	Development Management

Site	Description of proposal	PPA status	Application Stage	Local Plan Implementation Forum	Development Management Forum	Quality Review Panel	Timescales / progress update	Section 106 status	Case officer	Team responsible
Playing Fields Waltham Abbey Leisure Centre & Community Centre Hillhouse Ninefields Waltham Abbey Essex EN9 3EH	Reserved matters application to EPF/2207/16 following outline consent for Health Centre building; 60 Independent Living Older Persons Apartments Building (Use Class C2 - with a minimum of 6 hours care to be provided per week for each apartment) minimum 40% affordable; Leisure Centre and Swimming Pool Building (to include Fitness Suite and Community Hall) ; Open Space including a mini soccer grass pitch for use by under 7/8 year olds and footpaths; Ancillary development including three vehicular accesses off Hillhouse, car parking, and SUDs Infrastructure and demolition of Ninefields Community Centre Building.	N/A	Planning application-EPF/1876/19	Oct-19	N/A	N/A	Outline application approved	Not commenced	Graham Courtney	Development Management
168 Upshire Road, Waltham Abbey	Erection of x2 no. new buildings, one containing flats for 7 supported living residential units, staff office for carers and social and healthcare professionals, day room and gardens to front and rear. The second building is for Housing Association accommodation and contains 8 flats. There are 7 new parking spaces & a new access off Upshire Road.	N/A	Planning Application EPF/1678/19	No	N/A	N/A	Recommended for refusal.	Not commenced	Sukhvinder Dhadwar	Development Management
Middlebrook Industrial Estate Hoe Lane Nazeing Essex EN9 2RJ	Demolition of existing commercial buildings and erection of 20 no. detached/semi-detached dwellings and 13 no. 'affordable' houses with associated off-street parking, private gardens and landscaping. Amendment: reduce the number of units to 29 dwellings and provision of open space.	N/A	Planning application - EPF/1201/19	No	N/A	N/A	Recommended for refusal.	Not commenced	Sukhi Dhadwar	Development Management
Stapleford Farm, Oak Hill Road, Stapleford Abbots	Cease existing use of land as a breakers yard, car repairs and storage with removal of all associated buildings and replacement with x 8 no. single storey dwellings.	N/A	Planning application EPF/0238/19	No	N/A	N/A	Permission issued December 2019.	Complete	Ian Ansell	Development Management
<b>Proposals at appeal</b>										
69 Church Hill, Loughton	Demolition of the existing bungalow and replacement with a block of 10 apartments.	N/A	Written reps appeal: APP/J1535/W/19/3224739	No	N/A	N/A	Appeal dismissed.	N/A	Sukhi Dhadwar	Development Management
60 Traps Hill, Loughton	The demolition of an existing 2-3 storey detached house and the development of a new 2-3 storey building consisting of 7 flats (2 x 1 bed, 5 x 3 bed) and including 9 no. car parking spaces, cycle stores and bin stores.	N/A	Written reps appeal: APP/J1535/W/18/3209460	No	N/A	N/A	Appeal dismissed.	N/A	Ian Ansell	Development Management
158 Queens Road, Buckhurst Hill	Erection of a new, part two and part three storey building to the rear of the property containing 7 flats.	N/A	Planning application EPF/0694/19	No	N/A	N/A	Appeal dismissed.	Not commenced	Ian Ansell	Development Management
Land adj. to Ninnings Middle Street Nazeing Essex EN9 2LH	Outline application for erection of up to x 7 no. dwellings with new vehicular access.	N/A	Planning application - EPF/0265/19	No	N/A	N/A	Refused on 04/06/2019 - dismissed on appeal 11/11/2019	Not commenced	Caroline Brown	Development Management

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**Appendix 4 - Quality Review Panel**

Scheme reviewed	Epping Forest Dsitrict Council (EFDC) / Harlow and Gilston Garden Town (HGGT) review	Pre-application/ Application/ Other	Date of review	Scheme Type	Local Plan reference	Type of review	Report: Confidential/ On website	Lead Officer	Team responsible	EFDC AMR (no. of Homes)	EFDC AMR (floorspace in sqm)
Land North of Dowding Way	EFDC	Pre-application	26/04/2018	Commercial Site	WAL.E8	Formal	Confidential	James Rogers	Implementation	x	75354
HGGT Spatial Vision	HGGT	Other	24/05/2018	Strategy document	n/a	Formal	On website	HGGT	HGGT	x	x
HGGT Design Charter	HGGT	Other	19/07/2018	Strategy document	n/a	Formal	On website	HGGT	HGGT	x	x
Gilston Masterplan	HGGT	Pre-application	19/07/2018	Strategic Masterplan	n/a	Formal	n/a	East Herts	East Herts	x	x
HGGT Sustainable Transport Corridor Study	HGGT	Other	26/07/2018	Evidence-base document	n/a	Formal	Confidential	HGGT	HGGT	x	x
Nazeing Glassworks	EFDC	Pre-application	16/08/2018	Mixed use masterplan	NAZE.E3	Formal	Confidential	Graham Courtney	Implementation	250	5500
North Weald Park	EFDC	Application	27/09/2018	Mixed use masterplan	Not allocated	Formal	On website	Sukhi Dhadwar	Development Management	690	4944
Land North of Dowding Way	EFDC	Application	11/10/2018	Commercial Site	WAL.E8	Second Formal	Confidential	James Rogers	Implementation	x	75354
Latton Priory	EFDC / HGGT	Pre-application	11/10/2018	Strategic Masterplan	SP 5.1	Formal	Confidential	Graham Courtney	Implementation	1050	10000
HGGT Design Guide	HGGT	Other	11/10/2018	Strategy document	n/a	Chair's Review	On website	HGGT	HGGT	x	x
HGGT Transport Strategy	HGGT	Other	11/10/2018	Strategy document	n/a	Formal	Confidential	HGGT	HGGT	x	x
13-15a Alderton Hill	EFDC	Application	02/11/2018	Specialist Housing	LOU.R11	Formal	On website	David Baker	Development Management	89	12800
Gypsy Mead site	EFDC	Pre-application	22/11/2018	Housing (under 50 units)	FYF.R1	Formal	Confidential	Nigel Richardson	Development Management	24	x
Land at Oak Hill Road	EFDC	Pre-application	14/12/2018	Housing (under 50 units)	STAP.R1	Formal	n/a	Jonathan Doe	Development Management	46	x
Harlow Town Centre AAP	HGGT	Other	11/01/2019	Policy document	n/a	Formal	Confidential	Harlow	Harlow	x	x
Hill House	EFDC	Pre-application	24/01/2019	Specialist Housing	Previous Outline application	Formal	Confidential	Ishita Sheth	Development Management	60	16000
Gilston Village 7	HGGT	Pre-application	22/02/2019	Strategic Masterplan	n/a	Formal	n/a	East Herts	East Herts	x	x
Gilston River Crossings	HGGT	Pre-application	22/02/2019	Infrastructure	n/a	Formal	n/a	East Herts	East Herts	x	x
287-291 High Street, Epping	EFDC	Pre-application	28/03/2019	Housing (under 50 units)	EPP.R10	Chair's Review	Confidential	Ishita Sheth	Development Management	5	x
Land at Greensted Road	EFDC	Pre-application	28/03/2019	Housing (50+ units)	ONG.R5	Formal	Confidential	Ian Ansell	Development Management	115	x
Water Lane	EFDC / HGGT	Pre-application	28/03/2019	Strategic Masterplan	SP 5.2	Formal	Confidential	Graham Courtney	Implementation	2100	x
Latton Priory	EFDC / HGGT	Pre-application	05/04/2019	Strategic Masterplan	SP 5.1	Second Formal	Confidential	Graham Courtney	Implementation	1050	10000
North Weald Park	EFDC	Application	05/04/2019	Mixed use masterplan	Not allocated	Second Formal	On website	Sukhi Dhadwar	Development Management	690	4944
HGGT Healthy Town Framework	HGGT	Other	03/05/2019	Framework document	n/a	Chair's Review	Confidential	HGGT	HGGT	x	x
Chigwell Nursery Site	EFDC	Application	17/05/2019	Specialist Housing	Not allocated	Formal	On website	Ian Ansell	Development Management	65	1500
Land at Oak Hill Road	EFDC	Pre-application	17/05/2019	Housing (under 50 units)	STAP.R1	Second Formal	Confidential	Ian Ansell	Development Management	45	21300
Harlow Town Centre AAP	HGGT	Other	17/05/2019	Policy document	n/a	Chair's Review	n/a	Harlow	Harlow	x	x
North Weald Bassett Masterplan	EFDC	Pre-application	14/06/2019	Strategic Masterplan	NWB.R1-R5, NWB.T1	Formal	Confidential	James Rogers	Implementation	1050	x
Round Hills, Former Swimming Pool site	EFDC	Pre-application	12/07/2019	Housing (under 50 units)	WAL.R6	Formal	Confidential	James Rogers	Implementation	27	6000
Borders Lane Playing Fields	EFDC	Pre-application	09/08/2019	Housing	LOU.R4	Formal	Confidential	Michael Johnson	Development Management	217	47200
Land North of Dowding Way	EFDC	Pre-application	19/08/2019	Commercial Site	WAL.E8	Formal	Confidential	James Rogers	Implementation	x	75354
Land at former Epping Forest College site	EFDC	Pre-application	09/08/2019	Residential	LOU.R9	Formal	Confidential	Marie Claire	Development Management	111	10200
Water Lane - West Sumners	EFDC / HGGT	Pre-application	06/09/2019	Strategic Masterplan	SP 5.2	Formal	Confidential	Graham Courtney	Implementation	2100	x
St John's Road	EFDC	Pre-application	04/10/2019	Mixed use masterplan	EPP.R4	Formal	Confidential	Graham Courtney	Implementation	30	
Gilston Area Charter	HGGT	Other	15/11/2019	Strategy document	n/a	Chair's Review	Confidential	East Herts	East Herts	x	
Borders Lane Wellness Centre	EFDC	Pre-application	14/01/2020	Leisure	LOU.R4	Second Formal	Confidential	Michael Johnson	Development Management	x	
HGGT Sustainability Guidance and Checklist	HGGT	Other	24/01/2020	Guidance document	n/a	Chair's Review	Confidential	Tara Gbolade	HGGT	x	
Hunsdon, Eastwick & Gilston Neighbourhood Plan	HGGT	Other	20/02/2020	Neighbourhood Plan	n/a	Formal Review	Confidential	Adam Halford	HGGT	x	
EFDC Green Infrastructure Strategy	EFDC	Other	06/03/2020	Strategy document	n/a	Chair's Review	Confidential	Ben Smith	Implementation / Policy	x	
Epping Town Centre Sites Strategy	EFDC	Pre-application	20/03/2020	Strategy	EPP.R4, EPP.R5, EPP.R6, EPP.R7, EPP.R8	Formal Review	Confidential	Nick Finney	Implementation/Policy		
Land at Greensted Road	EFDC	Pre-application	17/04/2020	Housing (50+ units)	ONG.R5	Chair's Review (Second)	Confidential	Ian Ansell	Development Management	115	x
Gilston Villages 1-6 Outline Application	HGGT	Application	17/04/2020	Strategic Masterplan	n/a	Second Formal	n/a	East Herts	East Herts	x	
North-Centre STC	HGGT	Pre-application	17/04/2020	Infrastructure	n/a	Chair's Review/ Workshop	Confidential	Paul Wilkinson	HGGT		
EHDC Gilston Workshop	HGGT	Application	05/06/2020	Strategic Masterplan	n/a	Chair's Review/ Workshop	n/a	Kevin Steptoe	East Herts		

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### **Report to Stronger Place Select Committee**

**Date of meeting: 9 July 2020**

**Portfolio: Environmental & Technical Services (Councillor N Avey)**

**Subject: Update on Environmental Enhancements and Tree Planting Initiatives**

**Officer contact for further information:** Qasim (Kim) Durrani (01992 564055)

**Democratic Services Officer:** V Messenger (01992 564265)

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

- 1. To note the baseline data on Council managed green infrastructure and the potential for future environmental enhancement and tree planting; and**
- 2. To agree that opportunities for future tree planting initiatives be explored through the Green Infrastructure Strategy that is in preparation.**

#### **Report:**

##### Environmental Enhancements:

1. The Council has over the years invested in the enhancement and improvement of its local environment and biodiversity. This has resulted in a wealth of amenity and wildlife sites that are managed by the Council. There are 222 wildlife sites in the District out of which 31% are managed by the Council, the rest are in third party ownership. The Council manages 9 local nature reserves which offer a wealth of habitat, there are approximately 45 allotments in the District with a total area of 40 hectares in addition there are 70 listed amenity greenspaces across the District.

2. There are two large public parks and gardens: Abbey Gardens and Roding Valley Recreational Area. These are managed in partnership with town and parish Councils. Across the Epping Forest District there is circa 4,000 hectares of natural and semi natural greenspace.

3. The District has 3596 Veteran Trees (trees over 300 years old). There are a further 1,233 trees that are classed as 'notable'. This means they have veteran features but aren't old enough to be classed as veteran yet. In addition, the Council manages around 15,000 public realm trees, these are tree on open spaces and public highway but does not include woodland.

##### Tree Planting Initiatives:

4. During 2019/20 approximately 119 semi-mature trees were planted on amenity land and public highway. These consisted of 38 Whips (2 years old) in Chigwell Row Recreational Area and 2 semi mature Oaks (10-12 years) in Tree Top Meadow, Buckingham Road, Epping.

5. From March 2020 continuing through winter to 2021 a tree planting project is being arranged with the Woodland Trust at Loughton Recreation Ground. A further 160 trees could be planted in Thornwood Nature Reserve along the 82m fence line forming a visual barrier.

6. The delivery of the Local Plan offers a great opportunity to link aspirations for tree planting and biodiversity improvements both within the new developments as well as the wider area. Cabinet is due to consider a report at its meeting on 26 March 2020 with a recommendation to consult on a Green Infrastructure Strategy.

7. The Council has in the past produced tree planting policies and strategies and it is recommended that forthcoming Green Infrastructure Strategy consider and incorporate these. Such a strategy should include, at the least:

- The ability to utilise Tree Wardens to lead on planting in school playing fields or along fence lines;
- Encourage partnership working to identify open spaces suitable for tree planting;
- Maximise funding opportunities to increase tree planting number and species type within the district;
- Essex Forest Project: The Essex Forest Project has an aim of planting 375,000 trees by 2025 including flood alleviation tree planting schemes; and
- Green Arc: An initiative to boost green infrastructure and tree planting initiatives around the aim of 'A million trees'. The focus for activity is the top right-hand quadrant of the capital and surrounding districts area. This is where London meets the countryside (from Thames Chase through to the Lee Valley area). This area is rich in connected green space. The aspiration of the initiative is to establish a new cross border/cross sector platform to lead, champion and co-ordinate initiatives in this area. It will also focus on fundraising and external bids.

**Reason for decision:**

To update the Committee as per Work Programme and bring to Members attention the extent of existing green infrastructure and opportunities to enhance and expand further.

**Options considered and rejected:**

It is possible to ignore existing tree planting initiatives however this will not enable a recognition of the work done so far and we will not have a baseline to start a programme of enhancement and improvement works.

To not develop a District wide tree strategy and carry on as we have done so far. This has been discounted to take full advantage of the opportunities available from proposed development growth in the District.

**Consultation undertaken:**

Local Implementation Team

**Resource implications:**

None at this stage. Once a tree strategy is developed budget allocations approved by Council for Climate Change will be allocated for any works identified.

**Legal and Governance Implications:**

For any tree planting in master planning sites or larger development Planning Performance Agreements will be utilised to integrate blue and green infrastructure. Elsewhere other mechanisms will be used to seek developer contributions and/or agree long term management arrangements.

**Safer, Cleaner, Greener Implications:**

The Council has declared a Climate Emergency and trees offer a good opportunity to absorb carbon dioxide from the atmosphere and help mitigate the negative impact on climate change. On average a tree can absorb as much as 21 kilograms of carbon dioxide per year. This means it will sequester approximately 1 ton of carbon dioxide by the time it reaches 40 years old.

**Background Papers:**

None.

**Risk Management:**

To mitigate against the impact of climate trees have a very important role to play, however, this cannot be the only factor.

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## SCRUTINY

### Report to Stronger Place Select Committee

**Date of meeting: 9 July 2020**

**Portfolio:** Housing and Communities (Councillor H Whitbread)



**Subject:** Sheltered Housing Review

**Officer contact for further information:** Jennifer Gould (01992 564073)

**Democratic Services Officer:** V Messenger (01992 564265)

#### Recommendations/Decisions Required:

1. To note the key findings from the Sheltered Housing Review summarised in this report.
2. To approve the 5 recommendations arising from the review.
3. To agree to undertake detailed feasibility studies on any schemes receiving a red rating through the process of review.
4. To approve the proposal that any resulting projects plan with timescales and resident consultation programmes are brought back to committee for agreement prior to commencement.

#### Report:

##### Introduction

1. ARK was commissioned to undertake a review of the Council's 12 sheltered housing schemes which comprise 7 traditional sheltered housing schemes and 5 grouped accommodation (shown below as \*):

Scheme	Location	Bedsit	Bedsit Bungalow	1 Bed Flat	2 bed Flat	1 bed Bungalow	Total
Buckhurst Court	Buckhurst Hill			49	2		51
Chapel Road*	Epping	25		26	1		52
Frank Bretton House	Ongar			32	1		33
Grove Court*	Waltham Abbey		6	12	2		20
Hedgers Close *	Loughton			21			21
Hyde Mead House	Nazeing			40			40
Jessop Court	Waltham Abbey			39			39
Jubilee Court	Waltham Abbey	23		24			47
Leonard David House	North Weald	1		42	1		44
Parsonage Court	Loughton			47			47
Pelly Court*	Epping	28		14	2		44
Rochford Ave*	Waltham Abbey			7		18	25
<b>Total</b>		<b>77</b>	<b>6</b>	<b>353</b>	<b>9</b>	<b>18</b>	<b>463</b>

2. A third of the Council's sheltered housing was built before 1970 when the average life expectancy of a man was 69 and a woman 75.3 years of age. Fifty years on, life expectancy has increased considerably, with the average life expectancy of a man currently thought to be 79.5 and a women 83.5 years of age.
3. The district's population of over 65s is expected to increase by 3% in the next decade to around 30,000 (22.5% of the district's total population). The consequences of an ageing population are many and not least that increasing numbers of older residents are living with ill health and resulting social care needs.
4. For example, EFDC's own study, *Impact of an Ageing Population*, published in 2016, predicted the numbers of people living with dementia to increase by around 56% by 2030 (in 2016 around 1,700 people aged 65+ years were thought to be living with dementia, by 2030 it is anticipated that number will be in the region of 2,700<sup>1</sup>). As the demographic of an ageing population changes so do the needs for health and social care and housing.
5. This was one of the main motivations for commissioning a review of our accommodation provision for older people. By building a comprehensive picture of performance and sustainability and taking into consideration the likely future demand for accommodation, we can achieve a clear direction for older people's accommodation that makes best use of the stock and meets the needs of residents.

### **Methodology for Review**

6. Ark's review of EFDC's sheltered housing focussed primarily on the performance and sustainability of the schemes. This involved several carefully sequenced steps including:
  - a. A 'document review' to understand the context of each scheme and the dynamics within its local housing market and neighbourhood;
  - b. A review of competing provision;
  - c. A review of stock information including costs, repairs history and void times;
  - d. A staff workshop to assess the quality and performance of the schemes;
  - e. Undertaking an on-site inspection of each scheme and
  - f. Carrying out an options appraisal
7. The sheltered housing portfolio was considered in relation to the local market and the overall balance of supply and demand for older people's accommodation in the area.
8. To identify the best course of action for the sheltered housing portfolio a range of options were considered including:
  - a. Improve and continue as sheltered housing
  - b. Improve for an alternative use
  - c. Remodel for older people's use
  - d. Remodel for an alternative use
  - e. Redevelop
  - f. Dispose

### **Main findings**

#### **Affordability**

9. It is widely held that residents should pay no more that 35% of their net income on housing costs. The average net monthly income of a single pensioner in the East of England is around £1,310 per month. Using the 35% as an affordability benchmark, housing costs should amount to no more than £450 per month for a single pensioner. The average cost (rent plus service charge) for EFDC's sheltered housing is £390 per month which is just 30% of an average single pensioner's net income.

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<sup>1</sup> Epping Forest District Health & Wellbeing Strategy 2018-2028

10. Positively, our sheltered housing presents as affordable. However, the average service charge currently attached to our sheltered accommodation of £8.22 per week falls significantly short of typical benchmarks for service charges which suggest around £30 per week is more accurate to cover the cost of service provision.
11. A piece of work is already underway to examine service charges across EFDC housing stock of which sheltered will be part.

### **Support Offer**

12. The principal focus of the review has been to report on the performance and sustainability of the asset rather than focussing specifically on the support offered as part of the current service model albeit a recommendation to conduct a full review of the service model is proposed once the direction of the assets has been agreed.
13. A full consultation with residents and stakeholders will form the basis of any review and resulting recommendations in relation to our current support offer.
14. Sheltered housing units include a hardwired call alarm system, the technology for which has remained largely unchanged for the last 40 years. It relies on a Public Switched Telephone Network which is being replaced by Voice Over IP Telephony by 2025.
15. Going forward we will need to budget to replace the call systems by 2025 looking particularly at more advanced models of telecare technology and ensure that any new system is flexible and can adapt to the changing needs of residents.
16. To lay the groundwork for this piece of work and bearing in mind that cutting-edge technology relies on an internet connection, we are currently seeking to install WIFI in all the sheltered housing schemes.

### **Resident Profile**

17. The review compared some key features of EFDC's sheltered housing residents with national averages and found:
  - The average age of EFDC's sheltered housing residents is almost 77 years of age. This is 3 years lower than the national average.
  - Only 10% of EFDC's sheltered housing residents are over the age of 90 which is typically lower than seen elsewhere.
  - The average length of an EFDC sheltered housing tenancy is also below the national average of around 8 years at just 6.8 years.
  - The need to work is becoming increasingly common among sheltered housing residents and 9% are currently in full or part-time employment.
  - On average 4 in every 10 residents have at least one car culminating in the availability of parking being an issue in many of the schemes.
  - On average 15% of residents are receiving some form of support.
  - Around 30% of residents identify as having a mobility disability.
  - Nearly 23% of residents identify as having a communication disability.
  - 5% of residents have a mental health issue.
18. Shorter tenancies and greater churn will have resource implications for housing management and while we can assume that the make-up of stock has a reasonable part to play (for example there are a number of schemes with upper floor flats that are only accessible by stairs and may become unsuitable for residents far earlier than if they were lifted) a piece of work is already underway to more robustly record and monitor the reasons why sheltered housing tenancies end.

## **Asset Management**

19. A third of homes were built before 1970 and are now over 50 years old, 40 per cent were built in the 1970s, 20 per cent in the 1980s with one scheme (8 per cent of homes) built in the 1990s. There are significant strides being made within the Housing and Property Directorate that are improving intelligence on individual components, their costs and expected lifecycles in respect of the asset management of sheltered housing and the review found our approach to future planning the investment sound.
20. However, our plans to spend around £900 per unit per annum on improving the accommodation is lower than ARK's benchmark cost of around £1,100 and the review suggests that consideration should be given to going beyond compliance in order to address issues of quality and desirability. This is particularly important to address under-occupation in general needs accommodation and make best use of family sized stock. This may also address issues of tenancy churn and enable residents to live independently for longer, the fundamental aim of sheltered accommodation, by, for example, introducing dementia friendly décor in communal areas.
21. The report also highlights the under use of second lounges and the guest rooms that exist in some of the schemes. For example, across the 9 schemes with guest rooms they were booked collectively for just 29 weeks of the year generating gross revenue of £2,394 per annum. If these rooms were units, even with an 80% occupancy rate the gross rent revenue would be around £30,000 per annum. The second lounges in 3 of the schemes also present an opportunity for a further 1 or 2 units in each scheme which could provide for much needed fully accessible units currently missing from the portfolio.

## **Voids Performance**

22. Ark looked at void performance over the last 3 years 2016/17 – 2019/20. The average void turnaround time over that 3-year period is in excess of expected and satisfactory performance with all schemes requiring improvement.
23. Following the restructure of the Housing Needs Service in January 2020 and the recruitment of new management, there have been considerable improvements to the voids process which were taking effect just before the onset of Covid-19 and the results of which will now inevitably be delayed due to the limitations placed on moving and the understandable reluctance, particularly of older people, to move during the current crisis.
24. While a number of measures are now in place to affect a reduction in the length of void times, the review urged that consideration be given to the current 60+ age limit placed on eligible sheltered housing residents to increase access to the provision for those between 55 and 60 years of age who have a housing need. This would have the added advantage of reducing the pressure on single occupancy general needs dwellings for which there is high demand<sup>2</sup>.

## **Financial Appraisal**

25. A financial appraisal of the schemes (based on information drawn from the Council's data) to calculate a 30-year net present value<sup>3</sup> found all schemes to be performing well.

## **Summary and Recommendations**

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<sup>2</sup> 48% of applicants currently on the Council's Housing Needs Register require 1-bedroom accommodation. This compares with 1-bedroom accommodation making up just 38% of the total housing stock.

<sup>3</sup> Net present value (NPV) is the difference between the present value of cash inflows and the present value of cash outflows over a period. It is used to analyse the profitability of a projected investment or project.

26. Of the 12 schemes, half were given a green rating with recommendations to continue use albeit explore minor remodelling to make better use of guest rooms, second lounges and disused warden accommodation.
27. A further 4 schemes were rated amber with recommendations to continue use as sheltered accommodation while making efforts to improve quality, desirability and overall performance.
28. Just 2 schemes were rated amber/red with recommendations to continue use as sheltered accommodation in the short term with targeted improvements and consideration being given to redevelopment opportunities in the medium term to better meet the needs of the district's ageing population.

29. In addition, the review set out the following 5 recommendations:

1. **Take forward proposals for remodelling and redevelopment by:**
  - a. Agreeing the schemes requiring detailed feasibility studies for remodelling or for redevelopment; and
  - b. Developing a brief for design input to the feasibility study work to include measured surveys where necessary, services identification, sketch design proposals and phasing plans.
2. **Work with residents (including prospective residents) to develop forward-looking and sustainable standards that improve the quality, suitability and desirability of schemes including:**
  - a. Defining minimum requirements in areas such as physical security and accessibility covering issues such as entrances, provision for mobility scooters and car parking;
  - b. Addressing forward-looking issues such as efficiency and effectiveness, affordability (running costs) and agreed lifecycles and specifications for building elements such as kitchens and bathrooms; and
  - c. Defining interior design standards for communal areas and facilities to make them feel 'modern', welcoming and enhance their use by older people for example, people with dementia. Standards should cover all aspects of provision including quality and accessibility of laundries, bin stores, communal lounges and gardens.
3. **Improve the approach to asset management by:**
  - a. Ensuring future plans are based on a robust understanding of condition and the use of 'real' unit costs and lifecycles;
  - b. Developing a coherent scheme-wide planned programme with sufficient investment to ensure schemes' future sustainability and as a minimum sustain Decent Homes Standard compliance; and
  - c. Providing decision-makers with assurance that the approach to diagnosing and recording repairs is robust and using it to proactively identify trends that should inform investment plans.
4. **Improve demand for sheltered housing by:**
  - a. Seeking opinions from prospective residents on how the Council can better 'market' the sheltered housing 'offer';
  - b. Targeting promotion of schemes to existing council and social renters living locally in general needs housing;
  - c. Improving advice and support for owner-occupiers who may be interested in moving or 'downsizing';
  - d. Considering widening the allocation criteria to enable access to 'younger older' people aged over 55 and potentially prospective residents with pets; and
  - e. Capturing and learning from (more) detailed information on refusals, reasons for tenancies ending, satisfaction with new lets and the home

## **5. Improve the financial performance of schemes by:**

- a. Conducting a fundamental review of the approach to reletting with the aim to drive a 'step change' in void performance;
- b. Considering the use of scheme-level targets to reduce the level of 'avoidable' turnover and improve tenancy sustainment;
- c. Exploring ways to maximise the contribution of each schemes' communal facilities. This could include generating additional income or enhancing the 'offer' to residents and other older people through health and well-being initiatives;
- d. Reviewing the service charge schedule to ensure it is comprehensive and transparent to tenants; and
- e. Reviewing the approach to letting guest rooms to ensure their approach appropriately balances their objectives.

### **Reason for decision:**

The poor performance in relation to sheltered housing voids led to a perception of low demand which formed the basis for a recommendation to reduce the number of sheltered housing units in a report that went to Select Committee in January 2018.

However, it seemed somewhat counter-intuitive to reduce housing specifically aimed at older people when the Epping Forest District is characterised by an ageing population pyramid structure with a sharp increase in the number of older people and a proportionate decrease in the younger population.

The review commissioned by Ark delved more deeply into the possible reasons for poor void performance and concludes that there is not a low demand for older people's accommodation but that EFDC's current sheltered housing offer lacks desirability and does not fulfil its aim of supporting older people to live independently for longer.

Some of the current sheltered housing stock is not fit for purpose (e.g. upper floor flats without lifted access) and much of it no longer meets the modern needs of older people. For example, schemes do not support digital connectivity, communal areas are uninspiring, under-used and ineffective at tackling issues such as loneliness and social isolation and supporting people with dementia, for example, to continue to live independently for as long as possible.

A decision to agree to the recommendations and the proposed next steps will enable EFDC to meet the housing, health and social care needs of the district's ageing population and support older people to live independently for as long as possible

### **Options considered and rejected:**

The option to leave EFDC's sheltered housing stock as it currently is, has been considered and rejected. In order to meet the modern housing, health and social care needs of our growing older population and make best use of the Council's housing stock, the schemes require investment and in some cases further exploration to ascertain the most beneficial way forward to ensure the financial viability of the schemes and to balance the housing needs of the district as a whole.

### **Consultation undertaken:**

Consultation with members of the Older People's Team and the Housing and Communities Portfolio Holder has been undertaken with a view to gaining further consultation with Members via this report.

Full resident consultation plans on a scheme by scheme basis will also be undertaken where appropriate.

**Resource implications:**

Depending on agreed next steps it is likely there will be resource implications in terms of undertaking further consultation, commissioning feasibility studies and latterly investment in the redesign and remodelling of sheltered housing stock albeit decisions on specific work and cost will go to cabinet for agreement.

**Legal and Governance Implications:**

Ark consultancy was procured in line with the Council's procurement rules.

The provision of sheltered housing is consistent with a key aim of the Council's Corporate Plan, which is to promote and to maximise independence for older people and people with disabilities.

**Safer, Cleaner, Greener Implications:**

Arrangements for increasing safety and tackling anti-social behavior in schemes (and their car parks) will be considered. In particular, an increase in the use of CCTV has been requested by tenants.

Any work carried out to schemes to upgrade them will ensure energy efficiency is increased and the Government's Decent Homes Standard is met, in accordance with our Local Plan and National Policy.

All activities undertaken as part of this review will be subject to the Council's requirements to contribute to a sustainable environment and improve the wellbeing of tenants.

**Background Papers:**

None

**Impact Assessments:**

Impact assessments will be undertaken at the appropriate times in relation to any major changes to sheltered housing provision or, indeed, the service offer.

**Risk Management:**

Lack of the right investment in sheltered housing provision poses significant risks for the long-term financial viability of the schemes and risks the Council being unable to achieve its corporate objective to promote and maximise independence for older people and people with disabilities.

Not having the right provision also risks an increase in homelessness demand, for example, where we are unable to encourage under occupiers to downsize and release family sized housing to meet new demand. This will be particularly important given that we expect demand to increase as a result of the economic consequences of the current pandemic.

Lack of investment over the longer term also poses significant risk to the Council's asset with implications for the HRA.

Risks can be mitigated with timely and appropriate action in line with the recommendations from the review.

**Equality:**

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 as an Appendix to this report.

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## **Report to the Council Committee – Stronger Place**

**Date of Meeting: 9 July 2020**



**Portfolio: Housing and Community Services – Councillor H Whitbread**

**Subject: Council Housebuilding Progress Report – Phases 2 - 4**

**Responsible Officer: Deborah Fenton (01992 564221)  
Service Manager**

**Democratic Services: V Messenger (01992 564265)**

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

- (1) That the contents of this Progress Report on Phases 2 to 4 of the Council Housebuilding Programme be noted and presented to the Stronger Place Select Committee.**

### **Executive Summary:**

This report sets out the progress that has been made across phases 2 to 4 of the House Building programme that has either completed, are on-site and are currently being procured. An update on previous phases 2 and 3 has also been provided. In Phase 4, 14 units (package 4.1) have been tendered and were approved at the CHBCC on 19<sup>th</sup> December 2019, contracts have been signed and the start on site dates are included in this report. 22 units (package 4.2) have been tendered and will be reported at the CHBCC meeting in September 2020. 21 units (package 4.3) are being progressed for tender and reporting to the CHBCC. Package 4.4 which is 27 units (an additional 12 units) are being technically progressed (in anticipation of planning submission and tender). An update on our approach to phases 5 will be provided within this report.

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

This report sets out the progress made over the last 12 months, and is presented to Committee as an update on the programme

### **Other Options for Action:**

This report is on the progress made over the last 12 months and is for noting purposes only. There are no other options for action.

### **The Report:**

Work has begun on phase 4 of our programme. An update on these and a brief update on our outstanding properties from early phases can be found below:

## Phase 2

### Burton Road, Loughton: HR107

15 x 3 Bed Houses, 2 x 2 Bed Houses, 23 x 2 Bed Flats & 11 x 1 x Bed Flats = 51 Properties.

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Burton Road, Loughton	Mulalley	23:02:16	104 Wks	26:02:18
Latest Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
19:03:20	105 Wks	£9,847,179	£10,875,997	£1,028,818 (10.5%)

The handover of the remaining 6 units occurred 19<sup>th</sup> March 2020. (Delayed due to a Gas supply issue). There remains 2.5% retention of £271,899.

## Phases 3

### Queens Road, North Weald: HR116

10 x 3 Bed Houses & 2 x 2 Bed Houses

Scheme	Contractor	Site Start	Contract Period	Original Comp. Date
Queens Road	Storm Bld.	07:01:19	83 Wks	07:08:20
Ant. Comp.	Variation	Contract Sum	Ant. Final Acc.	Variation
30:09:20	6 Wks	£2,470,493	£2,867,376	£396,883 (16%)

The original start was delayed due to the discovery of asbestos and a new road and sub-station works.

As at the last Valuation, the contractor was c.4 weeks behind our updated timelines due to service utility delays. In addition, there has been Government Restrictions in place, relating to Covid-19 which will inevitably result in further potential delays. This is yet to be assessed and agreed and will be reported once known albeit the contractor has endeavoured to continue to carryout work on site within the Governments Guidelines.

### Phase 4.1 – Comprising: -

### Latest Anticipated Start on Site Handover

<b>Chequers Road (A), Loughton</b> : HR 124	3 x units	29:06:20	29:06:21
<b>Bushfields, Loughton</b> : HR 122	2 x units	29:06:20	29:06:21
<b>Chester Road, Loughton</b> : HR 130	3 x units	03:08:20	29:06:21
<b>Queensway, Ongar</b> : HR 140	4 x units	07:09:20	29:06:21
<b>Millfield, Ongar</b> : HR 138	2 x units	07:09:20	29:06:21
<b>Totalling</b>	<b>14 units</b>		

Contracts have been signed and the pre-design work has continued to be progressed within the Government Guidelines and restrictions with the aim of minimising any delay to the commence on site. A staggered start on site is to be made to assist with compliance with the new working arrangements notwithstanding that it is currently anticipated all handovers will occur by the end of June 2021.

	Fees	Build Costs	Cont.	Sub Total	Pre-Demo.
<b>Chequers Road (A)</b>	: 114,966	838,963	40,000	<b>993,929</b>	48,275
<b>Bushfields</b>	: 93,839	526,518	30,000	<b>650,357</b>	39,050
<b>Chester Road</b>	: 105,350	747,395	40,000	<b>892,745</b>	16,922
<b>Queensway</b>	: 116,390	914,925	49,594	<b>1,080,909</b>	77,639
<b>Millfield</b>	: 92,076	458,001	30,000	<b>580,077</b>	17,024

Please note there are currently known additional development costs to be included in the above i.e.: -

- 1) £1,856.25 for each site for carrying out Title/Surveyed Boundary checks;
- 2) The additional drainage costs to mitigate water logging experienced on previous sites; and
- 3) Potential savings in actual boundary fence and wall treatments anticipated at tender stage.

We have also adopted the principal of providing a 'Contingency' allowance to reflect anticipated cost elements which were not specifically known at the time of tender but for which expenditure is anticipated. This will assist in managing the cost fluctuations that occur during the development delivery period.

Rights of Way/Access compensation payments are being concluded for which formal valuations are currently awaited, following which these will be included and reported upon going forward.

Phase 4.2 – Comprising: -			Latest Anticipated Start on Site	Handover
<b>Hornbeam Road (B)</b> Buckhurst Hill:	HR 136	3 x units	12:07:20	12:07:21
<b>Hornbeam House</b> , Buckhurst Hill:	HR 137	2 x units,	12:07:20	12:07:21
<b>Bourne House</b> , Buckhurst Hill:	HR 135	2 x units,	12:07:20	12:07:21
<b>Etheridge Road</b> , Debden:	HR 127	3 x units,	12:07:20	12:08:21
<b>Denny Avenue</b> , Waltham Abbey:	HR 144	3 x units,	12:07:20	12:08:21
<b>Beechfield Walk</b> , Waltham Abbey:	HR 147	5 x units,	12:07:20	12:08:21
<b>Kirby Close</b> , Loughton:	HR 120	4 x units,	12:07:20	12:08:21
<b>Total</b>		<b>22 units</b>		

Subject to the acceptance by the Cabinet of this the latest anticipated Start on Site and Handover dates which are given above.

The latest pre-tender cost estimates were: -

	Fees	Build Costs	Cont.	Sub Total	Pre-Demo.
<b>Hornbeam Road (B):</b>	101,311	972,800	107,411	<b>1,181,522</b>	22,699
<b>Hornbeam House:</b>	82,252	596,885	67,914	<b>747,051</b>	33,610
<b>Bourne House:</b>	82,470	646,400	72,887	<b>801,757</b>	38,410
<b>Etheridge Road:</b>	109,938	976,925	108,686	<b>1,195,549</b>	30,157
<b>Denny Avenue:</b>	91,783	858,800	95,058	<b>1,045,641</b>	48,508
<b>Beechfield Walk:</b>	101,852	1,297,200	139,905	<b>1,538,957</b>	35,705
<b>Kirby Close:</b>	99,029	1,107,004	120,603	<b>1,326,636</b>	6,184

These sites have now been tendered and are the subject of a 'Tender Report' to the Council's House Building Cabinet Committee recommending acceptance of the submitted quotation. The difference between the pre-tendered cost estimate and the tendered prices are as follows:

	Latest Pre-Tender Cost Estimate	Latest Tender Price	Difference
<b>Hornbeam Road (B):</b>	972,800	796,102	(176,698)
<b>Hornbeam House:</b>	596,885	643,764	46,879
<b>Bourne House:</b>	646,400	720,149	73,749
<b>Etheridge Road:</b>	976,925	1,173,281	196,356
<b>Denny Avenue:</b>	858,800	860,640	1,840
<b>Beechfield Walk:</b>	1,297,200	1,115,482	(181,718)
<b>Kirby Close:</b>	1,107,004	1,085,101	(21,903)
	<b>6,456,014</b>	<b>6,394,519</b>	<b>(61,495)</b>

**Phase 4.3 - Comprising: -**

<b>Pick Hill</b> , Waltham Abbey:	HR145	2 x units
<b>Pentlow Way</b> , Buckhurst Hill:	HR139	7 x units
<b>Bromefield Court</b> , Waltham Abbey:	HR143	1 x unit
<b>Shingle Court</b> , Waltham Abbey:	HR147	1 x unit
<b>Stoneyshotts</b> , Waltham Abbey:	HR148	1 x unit
<b>Woollard Street</b> , Waltham Abbey:	HR149	8 x units
<b>Wrangley Court</b> , Waltham Abbey:	HR161	1 x unit
<b>Total</b>		<b>21 units</b>

These sites are currently anticipated to be issued for tender by the end of June 2020 with aim of making a Start on Site in November 2020 and Handover by November 2021/March 2022.

Notwithstanding the current Government restrictions there has been good progress made in these difficult circumstances to continue to progress due diligence and work towards completing the design to minimise any further potential delays.

**Pick Hill**

Demolition/hoarding and securing of site was completed in February 2020.

A traffic management survey and plan are being procured in advance of tender and contract signing.

Drainage surveys are underway and landscape design to be completed.

**Pentlow Way**

The design has been finalised and is awaiting to be submitted as a None Material Application to seek approval to minor changes necessitated by Electricity Substation relocation and access requirements and drainage build over design.

Improved refuse and central landscaping improvements will be provided to existing public open space.

**Thatchers Close**

Has been included in the Phase 4.4 group of sites as it is awaiting planning consent delayed due to the outstanding Local Plan and SAC issues.

**Woollard Street**

The design has been finalised and has resulted in a reduction of one less unit due the consented design not being deliverable within the constraint of the ridge height limitation. This is now awaiting the submission of a None Material Application to seek approval to the resultant minor changes.

**Bromefield Court, Shingle Court, Stoneyshotts, and Wrangley Court**

These are single unit sites and due diligence is underway in order to advance to tender by the end of June 2020.

**Phase 4.4** – Comprising: -

<b>Chequers Road (B)</b> , Loughton:	8 x units
<b>Ladyfields</b> , Loughton:	16 x units
<b>Lower Alderton Hall Lane</b> , Loughton:	2 x units
<b>Thatchers Close</b> , Loughton:	1 x unit
<b>Total</b>	<b>27 units</b>

The above now reflects a potential increase in affordable units of 12 over what has previously been forecasted and approved.

### **Chequers Road (B)**

Previously designed for 5 x 3 bed houses this has now been the subject of a detailed design review resulting in a revised proposal for 4 x 2 Bed and 4 x 3 Bed flats to better respond to the latest housing need demand thereby generating an additional 3 units.

Also of note in response to the Councils Climate Emergency pledge on 19<sup>th</sup> September 2019, “to do everything within the Councils power to make Epping Forest District Council area carbon neutral by 2030” we are currently carrying out a review of the construction proposals with the aim of moving closer to achieving a ‘Passivehaus’ standard by incorporating the ‘Passivehaus’ principals within the massing and fabric design which will go a great way towards achieving the Councils stated aim.

### **Ladyfields**

As with Chequers Road above this site has also been the subject of detailed design review, given its close proximity to the TFL train station. This has resulted in a potential increase in the affordable unit delivery of 16 units, delivering a mix of 1 x Bed, 2 x Bed and 3 x Bed units. This was significantly more than the previously approved 6 x 3 Bed units. We are also currently carrying out a review of the construction proposals with the aim of moving closer to achieving a ‘Passivehaus’ standard by incorporating the ‘Passivehaus’ principals within the massing and fabric design which will go a great way towards achieving the Councils stated aim.

### **Lower Alderton Hall Drive and Thatchers Close**

Both these sites are awaiting consent and have been delayed by the Local Plan and SAC issues which it is hoped will be resolved soon.

Given the progress now made it is currently anticipated these sites will be issued for tender in September 2020 to achieve (subject to planning being granted) a potential Start on Site in January 2020 for Handover in c January/March 2022.

### **Phase 5 +**

A detailed review is nearing conclusion to identify several potential sites which may be progressed for future development. This will involve engagement with Local Councillors to discuss and address local issues that these development sites may progress.

Once these have progressed sufficiently and have been initially assessed, a Feasibility Report will be presented to CHBCC for consent to proceed and progress to the planning application and delivery stage.

The Rights of Way/Access issues stemming from the Appropriation process are being addressed in line with the phased programme. A policy is being developed to ensure a fair and consistent approach is being taken.

### **Financial update**

Officers continue to work with colleagues in the Finance department to develop a more robust reporting system, particularly around cash flow. The report provides an updated oversight of the costs to be incurred by EFDC.

### **Resource Implications:**

There is currently a Housing Development Officer role vacant, and this position will be reviewed going forward.

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

There are no current anticipated Legal and Governance implications of merit at the time of writing this report.

### **Safer, Cleaner and Greener Implications:**

The continued delivery of the development housing programme will help address the antisocial behaviour issues associated with these garage sites and will reduce the opportunity for fly-tipping and thereby contribute to a Greener environment.

### **Consultation Undertaken:**

Interdepartmental involvement has and will continue to be engaged.

### **Background Papers:**

N/A

### **Risk Management:**

The Risks associated with the delivery of the current housing development programme is identified within this report. The Executive Report (Reference no: CHB-001-2020/21) for the Council Housebuilding Cabinet Committee meeting of 23 June 2020 is also available to view at the weblink below:

<https://rds.eppingforestdc.gov.uk/documents/g10475/Public%20reports%20pack%2023rd-Jun-2020%2019.00%20Council%20Housebuilding%20Cabinet%20Committee.pdf?T=10>

### **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 consideration of this report. The equality information accompanying report CHB-001-2020/21 is also provided at the above weblink.



## SCRUTINY



### **Report to the Stronger Place Select Committee**

**Date of meeting: 9 July 2020**

**Subject: Group Company Structure – Epping Town Centre Sites**

**Responsible Officer:** Sacha Jevans (01992 564229)

**Democratic Services:** Vivienne Messenger (01992 564265)

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

- (1) That the current progress with the Group Company set up to be noted.**
- (2) The progress of the five Epping Town Centre sites be noted.**
- (3) The progress of the Roundhills sites to be noted.**

#### **Report:**

1. The Qualis Group of Companies have now been established and the interim Board is operating to oversee the work of the companies. This report sets out the activity that has been undertaken since the last Select Committee Place meeting on 24 March 2020:

- (i) Set up of the Group of Companies;
- (ii) Progress of Roundhills Site;
- (iii) Progress on the Epping Sites;

#### **Set up of the Group of Companies**

The Group of Companies have all been established with Qualis Commercial focussing on the development of Council Owned land. The Cabinet paper in April approved the transfer of the land ownership into Qualis Commercial for the five Epping Town sites and Roundhills site. The interim Qualis Board has been established as set out in the February Cabinet paper and is meeting to oversee the operations and activities of the companies. The current focus is on the set up of Qualis Management with a go live date of September for the delivery of the Council's repairs service, and the work of the Epping Town Council sites. The Group Board will be supported by a committee structure that will oversee specific aspects of the company business.

#### **Progress on the Epping Sites**

Qualis Commercial development team are working with the design team to develop the strategic options for the five sites for Epping Town Centre. The planning department have agreed the Planning Performance agreement which sets out the approach through the preplanning stages up to the submission of a full planning application. As part of this work a detailed communications plan is established to ensure stakeholder engagement in the planning process. In order to assess the suitability of each site and to achieve a policy compliant scheme the following appraisal process is followed:

### **Conservation**

To develop in an economically sustainable manner with a social objective and to create vibrant and healthy communities which protect and enhance our natural, built and historic environment.

### **Sustainability**

To do everything within our power to ensure schemes will be carbon neutral by 2030, in line with the Council's declaration of a Climate Emergency.

### **Uses appropriate to town centre proximity**

To create successful developments which promote health and wellbeing, culture and leisure, a varied town centre residential offer, and support the existing town centre and its central role in the community.

### **Placemaking appropriate to location**

To deliver integrated architecture and placemaking using high quality specification and material palettes which reflect and take cues from the local setting and vernacular.

### **Development delivery - separation of use classes**

To ensure proposals are viable and deliverable while being suitable to their setting.

### **Impact on conservation area and historic assets**

To preserve the special architectural or historic interest of heritage assets (Locally Listed Buildings) through their retention, sensitive conversion and refurbishment to preserve and enhance the setting of the Epping Conservation Area and Listed Buildings.

### **Model and protect existing green infrastructure & biodiversity**

To support a network of accessible new and enhanced public spaces, public open space and pedestrian routes in the Town Centre and the provision of high quality leisure and recreational facilities. To support a network of accessible new and enhanced public spaces, public open space and pedestrian routes in the Town Centre and the provision of high quality leisure and recreational.

One Quality Review Panel has been undertaken and the Qualis Design team are responding to some of the comments and questions in preparation for a second panel meeting in July.

As the planning process progresses over the next 6 months the more detailed designs and proposals for each site will be presented to the next Scrutiny Committee. The team are currently in the first stage of design and consultation.

### **Engagement Epping Town Sites**

A full consultation document has been agreed as part of the planning performance agreement. Residents can provide direct comments on the proposals through the online platform 'Commonplace' and through Twitter. Commonplace will provide easy access to up to date information as the project progresses. The online methods of consultation will be supported by a series of public exhibitions.

### **Progress on the Roundhills Site**

The architects for the Roundhills site have been appointed and are working to complete the stage 1 design by the end of July with the aim of submitting a planning application by the end of the summer. It is expected that Roundhills will provide good quality family housing for the District and will be one of the first schemes for Qualis to complete.

**Resource Implications:**

The work associated with Qualis is within the approved working capital loan and is set out in the 2020/21 budget and medium-term financial strategy.

**Legal and Governance Implications:**

The Qualis governance structure oversees the project delivery with reports back to the shareholder EFDC.

**Safer, Cleaner and Greener Implications:**

The developments and will be safer by design and energy efficient.

**Consultation Undertaken:**

Full consultation will be undertaken on each site through the planning application process.

**Background Papers:**

None

**Risk Management:**

The risk map is reviewed by the Interim Qualis Group Board and is also monitored by the Council Corporate Risk Management Group.

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