

Report to the North Weald Airfield Cabinet Committee



**Epping Forest
District Council**

Report reference: NWA-001-2010/11
Date of meeting: 8 November 2010

Portfolio: Finance & Economic Development

Subject: North Weald Airfield – Aviation Intensification Study

Responsible Officer: John Gilbert (01992 564062)

Democratic Services Officer: Philippa Sewell (01992 564532)

Recommendations/Decisions Required:

- (1) To note the receipt of the first interim report; and**
- (2) To consider any comments / observations for Halcrow to consider as part of their ongoing study**

Executive Summary:

Following a member appointment panel, Halcrow were awarded the contract for the aviation intensification study in late August 2010. An officer oversight group, lead by the Director of Environment & Street Scene has been established. It has held one meeting with Halcrow as a precursor to them commencing the study. A timeline has been agreed with Halcrow and this report sets out progress to date and includes Halcrow's first interim report.

Medium term priorities: "A safe, healthy & attractive place"

Reasons for Proposed Decision:

To enable receipt of and consideration to be given to the first interim report and to advise Halcrow on their delivery of the project as required.

Other Options for Action:

The only option was not to receive the interim report, nor to comment upon it. This was rejected as it was considered crucial to maintain a Member oversight of the consultation exercise.

Report:

1. Halcrow were appointed to undertake the aviation intensification study of North Weald Airfield following a Member Panel interview process concluding at the end of August 2010. The officer oversight group has met once with Halcrow at which the following was established:

- (a) the agreed reporting timeline;
- (b) Halcrow's approach to the exercise;
- (c) the information required by Halcrow;
- (d) relevant stakeholders and Consultees; and

(e) contractual stage payments.

2. The agreed timeline is as follows:

| Date | Activity |
|------------------|--|
| 8 November 2010 | North Weald Airfield Cabinet Committee |
| 22 November 2010 | Pre Cabinet |
| 6 December | Cabinet |
| 3 February 2011 | Final draft report to North Weald Airfield Cabinet Committee |
| 21 February 2011 | Pre Cabinet |
| 7 March 2011 | Final report to Cabinet |

3. Halcrow have met with a number of airfield tenants and interested parties and have collated a lot of detailed information on aviation policy and practice in the region. They have yet to meet and discuss matters with Council officers or Members. Their first interim report is attached to the agenda for Members to read and then to comment upon at the meeting. Representatives of Halcrow will be at the meeting to present their findings to date and to explain the next stages of their commission.

Resource Implications:

Tendered sum of £48,600 (plus disbursements) for the intensification study within 2010/11 budget. Agreement to make payment over 4 stages:

10% on mobilisation

40% interim report

40% final draft report

10% acceptance of final report

Legal and Governance Implications:

Contract documents have been issued but due to uncompleted amendments have not yet been signed/sealed.

Safer, Cleaner and Greener Implications:

Dependant upon the outcome of the report and its recommendations.

Consultation Undertaken:

Consultation forms a key part of the commission. See interim report for that undertaken to date.

Background Papers:

Halcrow tender documents

Previous Cabinet and Cabinet Committee agendas etc

Impact Assessments:

Risk Management

None identified at this stage. Risk will form a material consideration of the options put forward by Halcrow at the conclusion of their commission.

Equality and Diversity:

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties reveal any potentially adverse equality implications? No

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? No

What equality implications were identified through the Equality Impact Assessment process?
N/A

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?
N/A