

EPPING FOREST DISTRICT COUNCIL

ASSET MANAGEMENT CO-ORDINATION GROUP

Minutes of the meeting held on 23 September 2010 in Committee Room 1

Present:	Colleen O'Boyle (COB)	(Director - CSS) (Chairman)
	Mike Tipping (MT)	(CSS - Corporate Property Officer);
	Chris Pasterfield (CP)	(CSS - Estates and Valuation);
	Alan Hall (AH)	(Director of Housing);
	Nigel Richardson (NR)	(Planning and Economic Development)
	Laura MacNeill (LM)	(Environment and Street Scene)
	Teresa Brown (TB)	(Principal Accountant);
	John Gilbert (JG)	(Director of Environment and Street Scene);
Apologies:	Derek Macnab (DM)	(DCE)
	Bob Palmer (BP)	(Director of Finance and ICT)

1. Chairman of the Group

It was noted that Colleen O'Boyle would be the Chairman for future meetings of the Group.

2. Minutes of Meeting on 24 June 2010

Agreed as a correct record.

COB expressed concern at the increasing workload being placed on CP, which would need careful monitoring to ensure that he did not become overloaded and progress with projects suffer as a consequence.

3. Langston Road Depot Loughton

CP reported that Polofind had appointed consultants for planning and highways and a Architect to progress the planning application for the proposed redevelopment.

They anticipated submitting a planning application in November 2010 but it was considered that this timescale was somewhat ambitious. A more realistic timescale was submission early 2011 and approval by Summer 2011.

Again it was noted that resolution of the highways issues would be critical to a successful planning application. However progression of the highways scheme was being held up because of issues with Torrington Drive.

CP reported he had a meeting arranged for 27 September with Greg Williams of Stobart Properties to try and move things along.

The Langston Road planning application was likely to be contentious as a retail development would currently be contrary to the Local Development Plan. A successful retail application would need a persuasive case.

Whilst the Council sees a retail development on the site as the best way forward, as Landlord it would not wish the Langston Road scheme to jeopardise trade at the Broadway.

Consultation exercises regarding the redevelopment proposals with the traders at the Broadway and the public would be crucial.

CP also reported that he would be shortly meeting with Colliers International the Council's consultants to progress heads of terms for discussion with Polofind and agreement with the Council.

Action: CP to report on further progress at the next meeting

4. New Depot at Oakwood Hill and Temporary Depot at North Weald

Stace had been appointed to undertake project programming in respect of the Langston Road redevelopment, and the development of new depots at Oakwood Hill and North Weald to accommodate those services moving out of Langston Road.

JG reported that Arshad Khan from the Waste Management Team had been tasked with producing a specification of requirements for the new temporary depot at North Weald which would form the basis of a planning application..

Possible timescales for planning approval were Summer 2011 for the Langston Road development and similar for the replacement depot sites.

In reply to a question about who would determine the planning applications NR responded that it would be the District Council.

5. Church Hill Former Car Park Site Loughton

CP reported that there had been no progress since the last meeting but he would continue to chase CBRE agents for Esso for a response and a progress report.

6. Torrington Drive Development Site Loughton

CP reported that he and NR would be meeting with the developer on 27 September regarding the redevelopment of the BP filling station site. The Council had now appointed Savills as consultants to act on its behalf.

Some outline details of the proposed development had been received indicating:

A supermarket on the ground floor;

Two levels of sub ground parking;
125 flats above.

There were a number of concerns about the details seen so far and these would be the focus of discussions with the developer.

Action: CP to make a progress report to the next meeting.

Project Management Timetable

As previously reported Stace had been appointed to focus on the programming and timetable for the replacement depot sites.

It was agreed there was a need to report to members on the required capital financing for 2011/12 and 2012/13.

There was a discussion around the mechanism to achieve this including a special meeting of the North Weald Airfield and Asset Management Cabinet Committee or a report direct to Cabinet in November 2010.

Action MJT/CP to make suitable arrangements

7. St John's Road/Epping Depot Site

The next multi agency meeting to discuss the future development had been arranged for 12 October.

Tenders would be returned on 24 September from prospective consultants to be appointed to represent the Council.

Action: CP/NR to present a progress report to the next meeting.

8. Merlin Way North Weald – Residential Development Site

AH reported that Home Housing Association had produced an initial design for 11 houses on the site. There were initial planning reservations and the Housing Association were in discussion with Planning about the overall acceptable number of units on the site.

It was suggested there should be a mix of rental and shared ownership properties. There would need to be a report to Cabinet once the planning issues had been resolved.

Action: AH to report on progress at the next meeting

9. Merlin Way Business Park

CP reported that he was looking at alternative appraisals to B1 offices and B8 storage and warehousing to see whether an increased floor area and a better financial return could be achieved. CP would consult with the Director of Finance. There may be a need for a referral to Management Board.

One of the concerns was that this site was caught by the covenant in the agreement with Crest Nicholson restricting other development within 500 metres of their site.

Action: CP to report further to the next meeting.

10. Winston Churchill Public House Site

CP reported that he was pressing the developer for a project appraisal and Heads of Terms for the proposed development involving the Council owned site, expected in July had not been received.

The Council's consultants initial view was that the current outline proposals did not offer a profitable development mainly because of the lack of buoyancy in the Housing market.

The group reiterated the need to achieve the Council's minimum requirement of 40% affordable housing on the site.

Action: (1) CP to continue to chase developer for project and financial Appraisal.

(2) AH to approach housing association and explore concept of a joint development as an alternative to a single developer scheme.

11. Cartersfield Road Waltham Abbey

It was noted that the former OEP factory and warehouse was now being marketed by Derrick Wade Walters.

12. The Broadway Car Parks/Burton Road Depot Site

AH reported that the group considering the requirements for a one stop shop had now concluded their meetings and the minutes produced by MJT would be used as the basis for a report to Management Board and Cabinet to agree the principles for adoption at some point in the future.

Action: AH to produce report to Management Board and Cabinet.

13. Town Mead Depot Site

AH reported that proposals were awaited from a company for the development of this site based on a no win no fee basis.

Scepticism was expressed about the ability to overcome objections from the Environment Agency for a development in a flood risk area, but that in the event that this did prove to be a way forward investigations should be made to see if there were other companies who could offer a similar service.

Action: AH to report progress at the next meeting.

14. Former Red Cross Hall Roundhills Site

This site was also in a flood risk area and faced the same objections from the Environment Agency regarding development. As this site was already surrounded by residential development there may be more scope to overcome development objections.

Action: AH to explore possible interest from Housing Associations and report back to a future meeting.

15. Pyrles Lane Nursery Site

It was noted that this was currently with John Hayes who was seeking a land survey through NPS (formerly Norfolk Property Services). Once received JH could commence an initial layout design.

16. Difficult to let Garage Sites

AH reported that his review was ongoing.

Action: AH to report back when review completed.

17. Date for Next Meeting

To be arranged for approximately six weeks time.

Action: Mary Syme to arrange.