

## **Report to the Cabinet**



**Report reference:** C-044-2012/13  
**Date of meeting:** 3 December 2012

**Epping Forest  
District Council**

**Portfolio:** Housing

**Subject:** Construction of Off Street Parking on Housing Land – Review of Rankings for Future Schemes & Review of Capital Expenditure.

**Responsible Officer:** Paul Pledger (01992 564248).

**Democratic Services:** Gary Woodhall (01992 564470).

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

- (1) That the revised ranking table for future off-street parking schemes at Appendix 1 be agreed;
- (2) That the outcome of the post-construction review of the schemes at Colebrook Gardens, Loughton; School Lane, Abbess Roding; and Hillcroft, Loughton be noted;
- (3) That a planning application be submitted for the schemes at Barfields Gardens, Loughton and Avenue Road, Theydon Bois;
- (4) That, following the completion of the off-street parking schemes at Chester Close, Loughton; Harvey Gardens, Loughton and Audley Gardens, Loughton; and subject to planning approval being granted, Wedge Civil Engineering Ltd be instructed to continue with the construction of the next two schemes, which the Cabinet have already agreed be progressed up to, but not including, the Planning Stage at:
  - (a) Barfields Gardens, Loughton; and
  - (b) Avenue Road, Theydon Bois;
- (5) That a detailed feasibility study be undertaken on the top six schemes on the revised ranking table at Centre Avenue/Green, Epping; Parndon House, Buckhurst Hill; Harveyfields, Waltham Abbey; Collard Green, Loughton; Grosvenor Close, Loughton, and Gravel Close, Chigwell Row and that planning applications be submitted and they be constructed, subject to:
  - (a) the successful grant of planning consent;
  - (b) the average cost per bay being no more than £5,000; and
  - (c) the works and fees being able to be delivered within the existing Capital Programme budget;
- (6) That the scheme at Wormingford Court, Waltham Abbey retains its status on the priority list pending a change in its circumstances in the future.

## **Executive Summary:**

In April 2011, the Cabinet approved the tender for the construction of off-street parking schemes at Hillcroft, Colebrook Gardens and School Lane. Then in October 2012, the Cabinet approved the construction of off-street parking schemes at Chester Close, Harvey Gardens and Audley Gardens. The Cabinet also agreed to progress the design of three more schemes at Barfields Gardens, Loughton; Avenue Road, Theydon Bois; and Wormingford Court, Waltham Abbey. However, approval to construct these latter three schemes is subject to a further review by the Cabinet of the success or otherwise of the first schemes constructed, along with the revised ranking table for future schemes. This report sets out the progress with the first six schemes, including the adoption of an updated ranking table.

## **Reasons for Proposed Decision:**

This report is presented at the request of the Cabinet, following its decision to approve construction at a limited number of sites on the Off-Street Parking Programme in April 2011 and October 2011. The Cabinet did not commit to progress the construction of any further off-street parking schemes other than the schemes at Hillcroft, Colebrook Gardens and School Lane, Chester Close, Harvey Gardens and Audley Gardens. In order to progress with any further schemes, and in order to divert adequate resources to manage the Off-Street Parking Programme, which is one of the most resource intensive programmes within the Housing Assets Section, a Cabinet decision is required, committing to both the ranking table and the capital expenditure.

## **Other Options for Action:**

- (a) Not to undertake the construction of the further off street parking bays other than the three committed schemes at Chester Close, Harvey Gardens and Audley Gardens. However, this would not resolve the parking problems recognised during recent parking surveys.
- (b) To undertake two further schemes at Barfields Gardens and Avenue Road only, which are already designed and ready to be submitted for planning consent, and to then suspend the remaining programme until further notice. However, once again this would not resolve the parking problems recognised during recent parking surveys
- (c) To seek approval from the Cabinet on an annual basis to construct further schemes from the ranking table at the Appendix 1. However, this could lead to abortive design costs should the programme be suspended.

## **Report:**

1. The Cabinet, at its meeting in April 2011, agreed to undertake the construction of Phase 1 of the Off-Street Parking at Colebrook Gardens, Loughton; School Lane, Abbess Roding; and Hillcroft, Loughton. The Cabinet then, at its meeting in October 2011, agreed to undertake the construction of Phase 2 of Off-Street Parking at Chester Close, Loughton; Harvey Gardens, Loughton; and Audley Gardens, Loughton and to progress the designs for Phase 3 at Barfields Gardens, Loughton; Avenue Road, Theydon Bois; and Wormingford Court, Waltham Abbey up to but not including obtaining planning permission. However, no commitment was made to undertake the construction of the Phase 3 sites until a review of the Phase 1 schemes that had been completed had taken place.

2. The contract for the construction of the Phase 2 Off-Street Parking schemes at Chester Close, Harvey Gardens and Audley Gardens, was awarded to Wedge Contracts Ltd following the Cabinet decision in October 2011. Since then, work has been completed at Chester Close and Harvey Gardens, and the scheme at Audley Gardens is on site and due to complete in December 2012. To date, all schemes have been completed on time and within budget.

3. It should also be noted at this point that Wedge Contracts Ltd went into Administration in October 2012. However, the Council received formal notification that there has been a Management Buy-Out by Wedge Civil Engineering Ltd of the assets of Wedge Contracts Ltd from the Administrators through a "Pre-Pack Administration". As part of the agreement, Wedge Civil Engineering Ltd have agreed to buy all the current contracts, debtors lists, employees and assets. Wedge Civil Engineering Ltd have written to the Council confirming that the expected quality, service warranties, pricing and credit terms of the contract will remain the same.

4. Detailed designs for the three Phase 3 schemes at Barfields Gardens, Loughton; Avenue Road, Theydon Bois; and Wormingford Court, Waltham Abbey, have been carried out. However during initial discussions with the Planning Officers, the scheme at Wormingford Court was not progressed as the proposed location was unsuitable due to a number of established trees on site, which would have to be removed, and would be unlikely to obtain planning consent. It is therefore recommended that detailed planning applications now be submitted for the remaining two sites at Barfields Gardens and Avenue Road.

5. As part of the design process, the Consultants have applied the tendered schedule of rates supplied by Wedge Civil Engineering Ltd as part of their previous tender to these two schemes in order to give an estimate of the scheme costs, which are as follows:

- Barfields Gardens, Loughton – £45,179.62 (10 parking bays); and
- Avenue Road, Theydon Bois – £33,431.07 (7 parking bays).

#### Review of Future Off-Street Parking Schemes

6. At its meeting in October 2011, the Cabinet asked that a review of completed off-street parking schemes be undertaken, to assess the success or otherwise to give the Cabinet reassurance that the investment represented value for money.

7. For the purpose of assessment, each completed site was re-surveyed and scored in the same way as other pre-works sites are scored and ranked to establish if the provision of off-street parking has overcome the problems initially observed. Residents were also consulted by way of a Resident Satisfaction Survey.

8. From Appendix 1, it can be seen that the off street parking schemes have made a positive improvement to parking at each of the sites. The scores achieved for each of the first three completed schemes making up Phase 1 of the Programme at Hillcroft, Colebrook Gardens and School Lane would place them significantly lower on the ranking table.

9. The Resident Satisfaction Survey undertaken at the completion of the first three sites returned the following results:

- 87% of residents were satisfied with the overall quality of the works;
- on a scale of 1(no improvement) – 10 (high level of improvement), residents returned an average score of 7.7 when asked to rate the overall effect the off street parking has had on the environment in the area; and
- It is worth noting that in virtually all returned surveys, residents have commented that they are disappointed that they have not been allocated an individual parking space as part of the works.

10. The latest financial profile is given in the table below. This shows actual expenditure in 2011/12 and the current budget allocation for Off-Street Parking schemes within the Capital Programme:

	2011/12 (Actual)	2012/13	2013/14	2014/15	Total
HRA	£124,000	£273,000	£477,000	£364,000	<b>£1,114,000</b>
General Fund	£119,000	£258,000	£459,000	£350,000	<b>£1,067,000</b>
<b>Annual Totals</b>	<b>£243,000</b>	<b>£531,000</b>	<b>£936,000</b>	<b>£714,000</b>	<b>£2,181,000</b>

11. Of the overall budget from 2012/13 onwards, as shown in the table above, the anticipated expenditure for the three schemes as part of Phase 2 is £180,000 and the estimated costs for Phase 3 in paragraph 5 of this report is £78,610.69, which leaves a budget of £1,922,390 for future Off-Street Parking schemes.

12. Based on the tenders to date, as a guideline, the average cost per bay for a standard scheme, without any complications or adverse conditions, and including all fees is around £4,625 per bay.

13. Should the Cabinet be minded to maintain its commitment to the current budget provision of the Off-Street Parking Programme, it is recommended that the top 5 parking schemes be drawn down in the priority order from the revised ranking table at Appendix A for detailed design up to and including obtaining planning consent, and that they be constructed, subject to the average cost per bay being under £5,000 and the programme being delivered within the existing Capital Programme.

#### **Resource Implications:**

The overall remaining budget within the Capital Programme for the installation of off street parking bays is a total of £2,181,000 as set out in the table above. The anticipated expenditure for the three schemes as part of Phase 2 is £180,000 and the estimated costs for Phase 3 in paragraph 5 of this report is £78,610.69, which leaves a budget of £1,922,390 for future Off-Street Parking schemes.

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

Housing Act 1985.

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

Sites for future off-street parking have been assessed, taking account of access for emergency vehicles and waste lorries, as well as damage caused to green verges and open spaces.

#### **Consultation Undertaken:**

All residents in the vicinity of the schemes at Barfields Gardens and Avenue Road have been consulted on the design options. Local Ward Members have also been consulted.

Consultation with residents for future schemes will be consulted as part of any feasibility study.

ECC Highways have also been consulted, since some of the schemes will result in the parking bays becoming adopted for future maintenance by ECC Highways.

#### **Background Papers:**

None.

## **Impact Assessments:**

The need for Equalities Impact Assessments has been considered but deemed unnecessary.

The main risks to the Council are that:

- (i) The contract to construct the off-street parking schemes has been developed to allow a continuation of work by using SOR's. However, the contract has annual break clauses so that there is no commitment to undertake any further works.
- (ii) A safety audit is undertaken as part of the design stage, and this is agreed with ECC Highways as part of the consultation process.
- (iii) All public utility companies are consulted to establish the extend and position of all underground services, so that the Council can minimise the risk of incurring unexpected costs when works commence.

With Wedge Contracts Ltd going into Administration, and there being a Management Buy-Out by Wedge Civil Engineering Ltd of the assets of Wedge Contracts Ltd from the Administrators through a "Pre-Pack Administration", there is a risk that Wedge Civil Engineering Ltd may also go into administration. However, as with all works procured by the Council, contractors are paid for work completed and not in advance. This means that if the Contractor did go back into administration part-way through a contract, then the Council would have to step in and complete the works, but would not have over-paid.

## Appendix 1

**Off Street Parking Rating Table 2012-13**

This table includes schemes that have been reassessed under the new assessment procedure by the Housing Assets Section. The locations are listed in priority scoring.

Location:	Area:	Status:	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Total Score	Position	
Wormyngford Court	Waltham Abbey	Surveyed	10	3	No	5	1	2	0	21	1	
Barfields Gardens	Loughton	Surveyed	5	2	No	5	4	3	0	19	2	
Avenue Road	Theydon Bois	Surveyed	7	5	No	4	1	0	1	18	3	
Centre Avenue/Green	Epping	Surveyed	5	3	No	5	5	3	1	22	4	
Parndon House	Buckhurst Hill	Surveyed	8	5	No	4	4	0	0	21	5	
Harveyfields	Waltham Abbey	Surveyed	10	5	No	3	1	0	1	20	6	
Collard Green	Loughton	Surveyed	3	3	No	5	6	1	0	18	7	
Grosvenor Close	Loughton	Surveyed	3	5	No	6	1	2	0	17	8	
Gravel Close	Chigwell Row	Surveyed	5	3	No	5	3	0	1	17	9	
Ladyfield Close	Loughton	Surveyed	3	5	No	6	3	0	0	17	10	
Queens Road	North Weald	Surveyed	5	4	No	4	1	2	1	17	11	
Roxwell House	Buckhurst Hill	Surveyed	3	5	No	4	4	0	0	16	12	
St Peters Avenue	Ongar	Surveyed	8	4	No	3	0	0	1	16	13	
Stanway Road	Waltham Abbey	Surveyed	3	5	No	3	5	0	0	16	14	
Paley Gardens	Loughton	Surveyed	4	3	No	6	1	0	1	15	15	
Badburgham Court	Waltham Abbey	Surveyed	5	5	No	3	0	1	0	14	16	
Fullers Close	Waltham Abbey	Surveyed	8	2	No	3	1	0	0	14	17	
Park Square (New Road)	Lambourne End	Surveyed	3	5	No	3	0	2	1	14	18	
Pyrles Lane	Loughton	Surveyed	3	3	No	3	4	0	1	14	19	
Western Avenue	Epping	Surveyed	4	2	No	4	4	0	0	14	20	
Woodford Court	Waltham Abbey	Surveyed	6	3	No	3	1	0	1	14	21	
Graylands	Theydon Bois	Surveyed	3	1	No	4	2	3	0	13	22	
Chester Green	Loughton	Surveyed	4	0	No	6	2	1	0	13	23	
Alderwood Close	Abridge	Surveyed	8	1	No	4	0	0	0	13	24	
Tillingham Court	Waltham Abbey	Surveyed	7	2	No	3	0	0	1	13	25	
Millfield	Ongar	Surveyed	4	4	No	4	0	0	1	13	26	
Sycamore House	Buckhurst Hill	Surveyed	5	5	No	2	1	0	0	13	27	
Borders Lane	Loughton	Surveyed	3	3	No	1	4	0	1	12	28	
Colson Path	Loughton	Surveyed	3	1	No	6	2	0	0	12	29	
Foxley Close	Loughton	Surveyed	2	5	No	5	0	0	0	12	30	
Millhoo Court	Waltham Abbey	Surveyed	3	5	No	3	1	0	0	12	31	
Torrington Drive	Loughton	Surveyed	7	2	No	2	0	1	0	12	32	
Amwell Court	Waltham Abbey	Surveyed	3	2	No	3	2	0	1	11	33	
Buxton Road	Waltham Abbey	Surveyed	5	1	No	4	1	0	0	11	34	
Caterham Court	Waltham Abbey	Surveyed	4	3	No	3	1	0	0	11	35	
Coopers Close	Chigwell	Surveyed	2	0	No	4	2	2	1	11	36	
Newmans Lane	Loughton	Surveyed	3	2	No	2	3	0	1	11	37	
Hanson Close	Loughton	Surveyed	3	2	No	4	1	0	0	10	38	
Princesfield Road	Waltham Abbey	Surveyed	4	1	No	4	1	0	0	10	39	
Skarning Court	Waltham Abbey	Surveyed	2	3	No	3	1	0	1	10	40	
Barnmead, Toot Hill	Toot Hill	Surveyed	2	5	No	2	0	0	0	9	41	
Blackmore Court	Waltham Abbey	Surveyed	2	3	No	4	0	0	0	9	42	
Bridge Hill	Epping	Surveyed	2	1	No	2	1	3	0	9	43	
Greenfields	Loughton	Surveyed	3	0	No	4	2	0	0	9	44	
Morris Court	Waltham Abbey	Surveyed	4	1	No	3	1	0	0	9	45	
Stewards Green Road	Epping	Surveyed	5	1	No	3	0	0	0	9	46	
Sudicamps Court	Waltham Abbey	Surveyed	4	3	No	2	0	0	0	9	47	
The Croft	Loughton	Surveyed	2	2	No	3	0	2	0	9	48	
Theydon Court	Waltham Abbey	Surveyed	3	3	No	3	0	0	0	9	49	
Wrangley Court	Waltham Abbey	Surveyed	2	3	No	4	0	0	0	9	50	
Maynard Court	Waltham Abbey	Surveyed	3	1	No	3	1	0	0	8	51	
Bromefield Court	Waltham Abbey	Surveyed	1	4	No	3	0	0	0	8	52	
Plumtree Mead	Loughton	Surveyed	3	3	No	2	0	0	0	8	53	
Green Glade	Theydon Bois	Surveyed	3	1	No	3	1	0	0	8	54	
Hansells Mead	Roydon	Surveyed	4	0	No	3	1	0	0	8	55	
Winters Way	Waltham Abbey	Surveyed	3	0	No	3	1	0	0	7	56	
Blackmore Road	Buckhurst Hill	Surveyed	1	2	No	3	1	0	0	7	57	
Shrublands Close	Chigwell	Surveyed	0	4	No	4	2	2	1	13		
Chester Path	Loughton	Surveyed	N/A	1	No	6	2	1	0	10		
Coles Green	Loughton	Surveyed	0	3	No	5	1	0	0	9		
Colebrook Gardens	Loughton	Done	N/A	1	Done	3	1	2	1	8		
Hillcroft	Loughton	Done	N/A	1	Done	3	0	0	1	5		
School Lane	Abbess Roding	Done	N/A	0	Done	2	0	0	1	3		
Colson Gardens	Loughton	Surveyed	Limited scope as scheme already completed								Added 2012	
Loughton Court	Waltham Abbey	Surveyed	No Housing land for improvements								Added 2012	
The Chestnuts	Abridge	Surveyed	No Housing land for improvements								Added 2012	
Q1 -	Percentage of council tenants.											
Q2 -	Lack of off street parking											
Q3 -	Consultation undertaken with residents											
Q4 -	Road width											
Q5 -	Verge/footway damage											
Q6 -	Accident risk to pedestrians/drivers											
Q7 -	Special parking requirements											

The ranking table does not take into account any technical or legal issues known at the time the initial assessments were undertaken, it does not take into account any technical or legal matters that may arise as part of a more detailed feasibility study, which may mean that some of these schemes may not actually be possible.