

Cabinet

**Grand Jury Room, Town Hall
16 March 2011 at 6.00pm**

The Cabinet deals with the implementation of all council services, putting into effect the policies agreed by the council and making recommendations to the council on policy issues and the budget.

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COLCHESTER BOROUGH COUNCIL CABINET

16 March 2011 at 6:00pm

Leader (& Chairman): Councillor Anne Turrell (Liberal Democrats)
Deputy Chairman: Councillor Martin Hunt (Liberal Democrats)
Councillor Beverley Oxford (The Highwoods Group)
Councillor Paul Smith (Liberal Democrats)
Councillor Tina Dopson (Labour)
Councillor Lyn Barton (Liberal Democrats)
Councillor Tim Young (Labour)
Councillor Nick Barlow (Liberal Democrats)

AGENDA - Part A

(open to the public including the media)

Pages

1. Welcome and Announcements

(a) The Chairman to welcome members of the public and Councillors and to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Chairman's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched off or to silent;
- location of toilets;
- introduction of members of the meeting.

2. Urgent Items

To announce any items not on the agenda which the Chairman has agreed to consider because they are urgent and to give reasons for the urgency.

3. Declarations of Interest

The Chairman to invite Councillors to declare individually any personal interests they may have in the items on the agenda.

If the personal interest arises because of a Councillor's membership of or position of control or management on:

- any body to which the Councillor has been appointed or nominated by the Council; or
- another public body

then the interest need only be declared if the Councillor intends to speak on that item.

If a Councillor declares a personal interest they must also consider whether they have a prejudicial interest. If they have a prejudicial interest they must leave the room for that item.

If a Councillor wishes to make representations on an item on which they have a prejudicial interest they may do so if members of the public are allowed to make representations. In such circumstances a Councillor must leave the room immediately once they have finished speaking.

An interest is considered to be prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Councillor's judgement of the public interest.

Councillors should consult paragraph 7 of the Meetings General Procedure Rules for further guidance.

4. Have Your Say!

(a) The Chairman to invite members of the public to indicate if they wish to speak or present a petition at this meeting – either on an item on the agenda or on a general matter not on this agenda. You should indicate your wish to speak at this point if your name has not been noted by Council staff.

(b) The Chairman to invite contributions from members of the public who wish to Have Your Say! on a general matter not on this agenda.

5. Minutes

To confirm as a correct record the minutes of the meeting held on 26 January 2011.

6. Call-in Procedure

To consider any items referred by the Strategic Overview and Scrutiny Panel under the Call-In Procedure. At the time of the publication of this Agenda there were none.

7. Strategy and Performance

i. Integrated County Strategy

See recommendation in minute 18 of the Policy Review and Development Panel meeting of 10 January 2011.

8. Housing and Community Safety	
i. Adaptations Contract 2011-2014	17 - 20
See report by the Head of Strategic Policy and Regeneration	
9. Economic Development, Culture and Tourism	
i. Repair Work to Colchester's Town Walls	21 - 29
See report by the Head of Environmental and Protective Services.	
10. Customers	
i. Infopoint@Colchester	30 - 32
See the report by Executive Director, Pam Donnelly	
11. General	
i. Progress of Responses to the Public	33 - 37
To note the contents of the Progress Sheet	
12. Planning and Sustainability	
i. Queen Street St Botolphs Quarter - Approval of Draft Development Agreement	38 - 43
See report by the Head of Strategic Policy and Regeneration	
13. Planning and Sustainability/Resources and Diversity	
i. Proposal to Install Photovoltaic (PV) Panels on Social Housing and Corporate Buildings	44 - 48
See report by the Head of Strategic Policy and Regeneration	
14. Exclusion of the Public	
In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public, including the press, from the	

meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

COLCHESTER BOROUGH COUNCIL CABINET

16 March 2011 at 6:00pm

AGENDA - Part B

(not open to the public or the media)

Pages

15. Planning and Sustainability

i. Queen Street St Botolphs Quarter - Approval of Draft Development Agreement

The following report contains exempt information (financial/business affairs of a particular person, including the authority holding information) as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

See report by the Head of Strategic Policy and Regeneration

16. Planning and Sustainability/Resources and Diversity

i. Proposal to Install Photovoltaic (PV) Panels on Social Housing and Corporate Buildings

The following report contains exempt information (financial/business affairs of a particular person, including the authority holding information) as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

See report by the Head of Strategic Policy and Regeneration

17. Housing and Community Safety

i. Adaptations Contract 2011-2014

The following report contains exempt information (financial/business affairs of a particular person, including the authority holding information) as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

See Appendix A to the Head of Strategic Policy and Regeneration's report

Extract from the minutes of the Policy Review and Development Panel meeting on 10 January 2011

18. Integrated County Strategy (ICS)

The Panel considered a report by Executive Director, Ian Vipond concerning the vision, strategic focus and priorities for Greater Essex (the area covered by Essex County, Southend, and Thurrock Councils) identified in the Integrated County Strategy (ICS) and the role of Colchester in driving the local economy.

It was explained that in 2009 work began to identify key issues that were affecting different parts of the County and what key pieces of investment might benefit the local and ultimately the national economy. In parallel with this work the County Council also started an Economic Assessment of the locality and in February 2010 it was agreed that, under the chairmanship of Colchester's Chief Executive, a process was launched, in tandem with all districts/boroughs County and unitary authorities across Greater Essex, to develop and agree an Integrated County Strategy (ICS).

The ICS was conceived as a way of better articulating the spatial and economic development aspirations of a wide area using a process which would support the quality of partnership working with local authorities and agencies across Greater Essex. In many ways this has been a forerunner of the Local Enterprise Partnership (LEP) arrangements that was now commencing.

The ICS aimed to provide the connection between national and local policy, identify strengths and potential, and considered how key assets could be used to improve the area for residents and make Greater Essex an even more attractive location for businesses. Moreover, within the context of public spending cuts and reduced public intervention, the ICS aimed to identify the key strategic projects which would provide the maximum return on investment and greatest benefits.

An initial collection of over 400 priorities suggested by partners had been tested against strategic impact and deliverability criteria from which a clear, concise and agreed set of priorities had been developed which would guide future investment in localities and the wider area.

The ICS summary document outlined the key outcomes of the ICS process, showing a strategic focus in three areas:

- Low carbon energy, including the important role of Essex University and Harwich port
- Key towns, specifically including Colchester and;
- Thames Gateway South Essex

The partnership of authorities was seeking endorsement of the ICS by each of the Local Authorities and it had already been approved by Essex County Council's Cabinet. The document had been published and would potentially be launched to central government once agreed by all partners.

The Panel discussed the issues raised in the report and gave particular consideration to the following issues:-

- The importance of working in partnership in order to merge ideas and efforts in order to achieve greater outcomes;
- How this initiative would impact upon the sub-regional partnership work undertaken with partners in Suffolk and the Haven Gateway.

RESOLVED that the Portfolio Holder for Strategy recommends to Cabinet that it endorses the vision, strategic focus, and priorities for Greater Essex identified in the Integrated County Strategy (ICS), in so far as it relates to the Haven Gateway and Colchester.

Please note that the report to Policy Review and Development Panel and a summary of the Integrated County Strategy are attached for information



10 January 2011

Report of

Executive Management Team

Author

Ian Vipond
Executive Director
☎ 282717

Title

Integrated County Strategy (ICS)

Wards
affected

Not applicable

This report concerns the vision, strategic focus, and priorities for Greater Essex (the area covered by Essex County, Southend and Thurrock Councils) identified in the Integrated County Strategy (ICS) and the role of Colchester in driving the local economy.

1. Decision(s) Required

- 1.1 To recommend that the Portfolio Holder for Strategy recommends to Cabinet that it endorses the vision, strategic focus, and priorities for Greater Essex identified in the Integrated County Strategy (ICS) in so far as it relates to the Haven Gateway and Colchester.

2. Reasons for Decision(s)

- 2.1 To recommend to Cabinet to approve the work to date recognising that the Strategy seeks to identify the key economic priorities for the recovery of the local economy and its future growth across 'Greater Essex' which is the area covered by Essex County, Southend and Thurrock Councils. To agree the role and scope of the ICS in informing future investment priorities and note the position that various priority themes and investments within Haven Gateway and Colchester Borough will play in the Strategy.
- 2.2 To note the continuation of the ICS into the next stage. This will include considering the resourcing and delivery of more detailed proposals, and will include engagement with the Local Enterprise Partnership (LEP), Regional Growth Fund (RGF) bids, as well as Essex County Councils' own budget planning. The Borough Council will need to continue to relate its own Council Local Investment Programme to this work and where appropriate ensure effective co-ordination of its' future capital programme and use of assets.

3. Alternative Options

- 3.1 The Panel could seek amendments to this County wide Strategy, which might now be difficult to incorporate at this level given Essex CC have signed this document off. However the panel could identify issues which it would like to be considered in any further work as the ICS is taken into the next stage. Alternatively the Panel could decide not to recommend approval of the strategy.

4. Supporting Information

- 4.1 The Essex Chief Executives decided in 2009 to commence work on identifying key issues that were affecting different parts of the County and what key bits of investment might benefit the local and ultimately the national economy. The basis of that work was

that Essex has a diverse economy but that together the sum of all its different parts is a major generator of growth for the Nation. In parallel with this work the County also started an Economic Assessment of the locality and in February 2010 it was agreed that, under the chairmanship of Colchester's Chief Executive that a process was launched, in tandem with all districts/boroughs County and unitary authorities across Greater Essex, to develop and agree an Integrated County Strategy (ICS). We led and engaged in this work for three principal reasons:

- We believed that an ICS, underpinned by strong sub-regions (Haven Gateway; Thames Gateway; West Essex; Heart of Essex) would enable all local authorities and delivery partnerships to align their economic, spatial and regeneration priorities under increasingly difficult circumstances;
- We believed it was to Colchester's and Greater Essex's material disadvantage not have such a body of work in place when funds were being allocated by Government and other funding bodies such as Europe; and
- We anticipated political and legislative changes that signalled to us that an ICS (or such an approach) would equip Greater Essex and in turn Colchester Borough to best take advantage of a new operating environment.

4.2 Partnership working

The ICS has been built from the 'bottom-up' via a series of workshops with all districts the County and unitary authorities. Therefore, the ICS is a joint articulation of priorities rather than an organisation-specific one.

- 4.2.1 The ICS was also conceived as a way of better articulating the spatial and economic development aspirations of a wide area using a process which would support and bolster the quality of partnership working with local authorities and agencies across Greater Essex. In many ways this has been a forerunner of the Local Enterprise Partnership (LEP) arrangements that we are now commencing.

4.3 The ICS - ambition

The ICS aims to provide the connection between national and local policy, identify strengths and potential, and considers how we can use our key assets to improve the area for residents and make Greater Essex an even more attractive location for businesses. Moreover, within the context of public spending cuts and reduced public intervention, the ICS aims to identify the key strategic projects which will provide the maximum return on investment and greatest benefits.

4.4 The ICS process

In February 2010 the Essex Chief Executive Association (ECEA) decided to develop an ICS and a sub group was formed to drive this forward with members from each sub region and Essex County Council. Three workshops were conducted between February and July 2010, and attended by chief executives and senior officers from all 14 district and unitary councils in Greater Essex. The workshops were organised to debate issues facing Greater Essex, and begin to develop some priorities for the future.

- 4.5 Workshops have taken place throughout 2010 with participants separated into sub regional areas to consider the local, county wide, sub-regional, and national issues & priorities that may affect Greater Essex in the future. Initial priorities were based on existing strategies including LDFs, sub-regional strategies and plans and the previous ECEA issues paper. As the workshops continued, these issues were debated further within thematic areas, to develop some more focused priorities for Greater Essex. An initial collection of over 400 priorities suggested by partners have

been tested against strategic impact and deliverability criteria from which a clear, concise and agreed set of priorities have been developed. These priorities will guide future investment in localities and the wider area.

5. Proposals

5.1 The ICS outcomes

The ICS summary document outlines the key outcomes of the ICS process, showing a strategic focus in three areas:

- Low carbon energy, including the important role of Essex University and Harwich port
- Key towns, specifically including Colchester and;
- Thames Gateway South Essex

5.2 A focus on these areas can provide the maximum return on investment and greatest benefits for wider Essex. The ICS then provides a range of priority themes and investments that should be considered within the 3 overarching priorities. These are detailed in the ICS summary document attached.

5.3 The partnership of authorities are seeking endorsement of the ICS by each of the Local Authorities and it has already been approved by Essex CC Cabinet. The document is published and will be potentially launched to central government once agreed by all partners. Thereafter the priorities will be used to influence decisions relating to the LEP's role in determining priorities and bidding for RGF, for example. Following this the second phase of the ICS will begin, which will focus on implementation.

6. Strategic Plan References

6.1 The key objective of the ICS is to guide investment and encourage economic development leading to sustainable job growth which is a key objective of the strategic plan.

7. Consultation

7.1 The ICS has had significant consultation with the Local Authorities and delivery agencies and partnerships within Greater Essex. It is not a statutory document that requires public consultation but the ICS will now become a public document

8. Publicity Considerations

8.1 The ICS presents a broad strategy for a wide area which nevertheless has implications for the Borough its residents and businesses. By bringing the report to this Panel we hope to bring it to the attention of a wider audience before it goes before Cabinet.

9. Financial Implications

9.1 The purpose of this report is to seek approval for the vision, strategic focus and priorities of the ICS which has been the focus of the first phase of the project. There are no significant resource implications for this Council emerging directly from the ICS document. The next phase of the ICS will focus on implementation, delivery and resources.

10. Equality, Diversity and Human Rights implications

10.1 It is not considered that the Strategy contains any adverse implications for Equality, Diversity or Human Rights. The objective of the Strategy is to increase opportunities and it is to be hoped that this will help the promotion of equality and overcome discrimination in relation to gender, gender reassignment, disability, sexual orientation, religion or belief, age and race/ethnicity. The ICS does not in itself contain new Council policies.

11. Community Safety Implications

11.1 Not applicable to this report.

12. Health and Safety Implications

12.1 Not applicable to this report..

13. Risk Management Implications

13.1 The ICS project team has regularly reviewed risks which have principally related to partnership and engagement risks. The ICS has been produced on behalf of the Essex Chief Executives Association, with agreement from all 15 county, unitary and district authorities of Greater Essex. The process has included extensive research, and consultation with partners. This approach should ensure endorsement and approval of the ICS vision, strategic focus and investment priorities with local authority partners across Essex.

13.2 A Sustainability Assessment was conducted alongside the production of the ICS. It followed five stages to reflect the requirements for SA/SEA (Sustainability Assessment / Strategic Environmental Assessment), whilst allowing for the flexibility of approach required for the ICS as a non-statutory document. Most importantly the report considers the impact of the ICS proposals in relation to sustainability issues in Essex.

13.3 The next stage of the ICS will consider implementation and the resources required for delivery of the priorities identified in the ICS document. The second stage will commence following approval of the ICS document by Partners.

13.4 Financial risks, at this stage, are minimal. If the ICS was endorsed by Cabinet it would need to pay due regard to any implied or explicit financial commitment this may give rise to.

Background Papers

The ICS summary document (November 2010) is attached to this report.

Integrated County Strategy



This document provides an introduction to the Integrated County Strategy, summarising our core priorities guiding investment in our county. This document should be read in conjunction with the full ICS document, which provides a comprehensive analysis of the evidence base, and further details on the investments which should have a transformative effect on our county.

Contents

1.0 A Vision for Greater Essex

2.0 Our strategic focus

3.0 Our strengths

4.0 Why is the ICS required?

5.0 Our focus, priority themes and priority investments

- *TGSE*
 - *Key Towns*
 - *Low Carbon Energy*
-

6.0 Next steps

7.0 The ICS Priorities



1.0 Vision

1.1 Greater Essex is taking a clear lead in responding to the changing global economy. The Integrated County Strategy (ICS) provides a vision for Greater Essex, identifying the investment needed to maximise our economic growth. The ICS exists to direct investment to projects that will underpin the future economic stability of UK plc.

1.2 The ICS provides the connection between national and local policy, identifies strength and potential, and considers how we can use our key assets to improve the area for residents and make Greater Essex an even more attractive location for businesses. Moreover, within the context of public spending cuts and reduced public intervention, the ICS aims to identify the key strategic projects which will provide the maximum return on investment and greatest benefits.

1.3 The ICS has been produced on behalf of the Essex Chief Executives Association with agreement from all 15 county, unitary and district authorities of Greater Essex. A collaborative and rigorous process of research, consultation, and testing of issues and opportunities has identified a tripartite focus that, if adhered to, will most effectively provide economic growth in Greater Essex.



2.0 Our strategic focus

2.1 Our broad strategic focus is set out in the three boxes below:

Thames Gateway South Essex (TGSE)

Achieve transformational development and change throughout TGSE to significantly improve the local economy, quality of life of residents, and natural and built environment

Key Towns

Promote opportunities for economic growth, redevelopment, and regeneration in the key urban centres of Southend, Thurrock, Basildon, Harlow, Chelmsford, and Colchester

Low Carbon Energy

Support the growth of renewable and low carbon energy as a key sector and promote the growth and location of associated industries in Greater Essex

3.0 Our strengths

3.1 Greater Essex has an unparalleled economic offer; our key facets are as follows:

Excellent European and UK location for business

Close proximity to London, Cambridge and Felixstowe

Established international links achieved through good transport links to London and to Europe

Presence of multi-national and leading edge and innovative companies

Buoyant business environment, with a UK-leading reputation for business start-ups and entrepreneurship

World class airports and expanding ports

Internationally significant logistics sector

Good access to higher education facilities

Regional cities, regional town centres, and a major retail offer

Growing agricultural economy supporting related businesses

High quality natural environment



4.0 Why is the ICS required?

4.1 Our ambition for Greater Essex is to create a highly performing and competitive economy that makes a significant contribution to UK economic growth and recovery; provides for the successful regeneration of Essex communities; promotes healthy communities and supports vulnerable people; and provides a high quality of life for our residents.

4.2 To achieve this, Greater Essex must tackle the key issues that limit the area's ability to maximise the full economic potential that its major strengths provide for. These issues include:

- Connectivity within and between the main towns, especially at times of peak demand
- Economic and physical decline in parts of our major towns
- Rail service needs improvement in terms of quality, service pattern, and travel time
- Below average skills levels at Levels II, III and IV compared to national and regional averages
- Increasing number of young people who are economically inactive
- Low proportion of Essex SMEs who trade internationally
- Shortage of staff to service the expanding logistics sector
- High house prices and localised problems of housing affordability
- Access to broadband in rural areas

4.3 We recognise that the era of reduced finances make it necessary for us to target any available investment very carefully. The ICS provides a clear statement to:

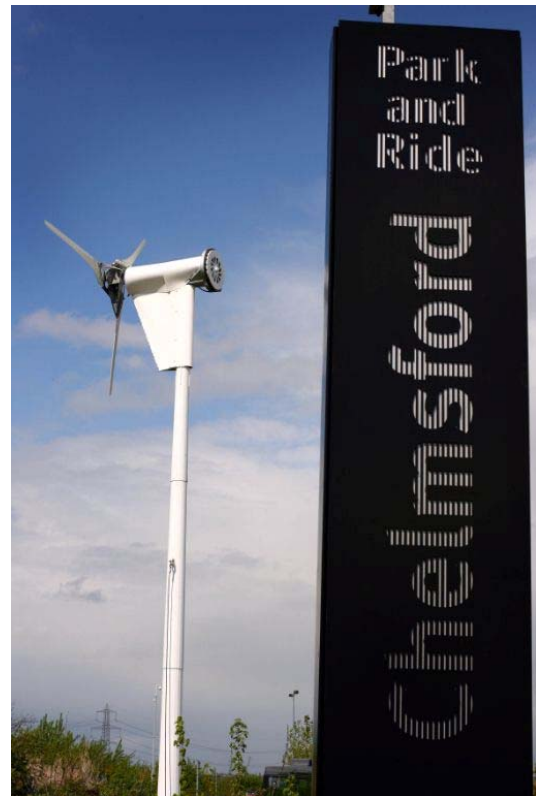
- 1) identify the issues of highest importance; and
- 2) identify the interventions which would produce the greatest benefits

5.0 Our strategic focus, priority themes, and priority investments

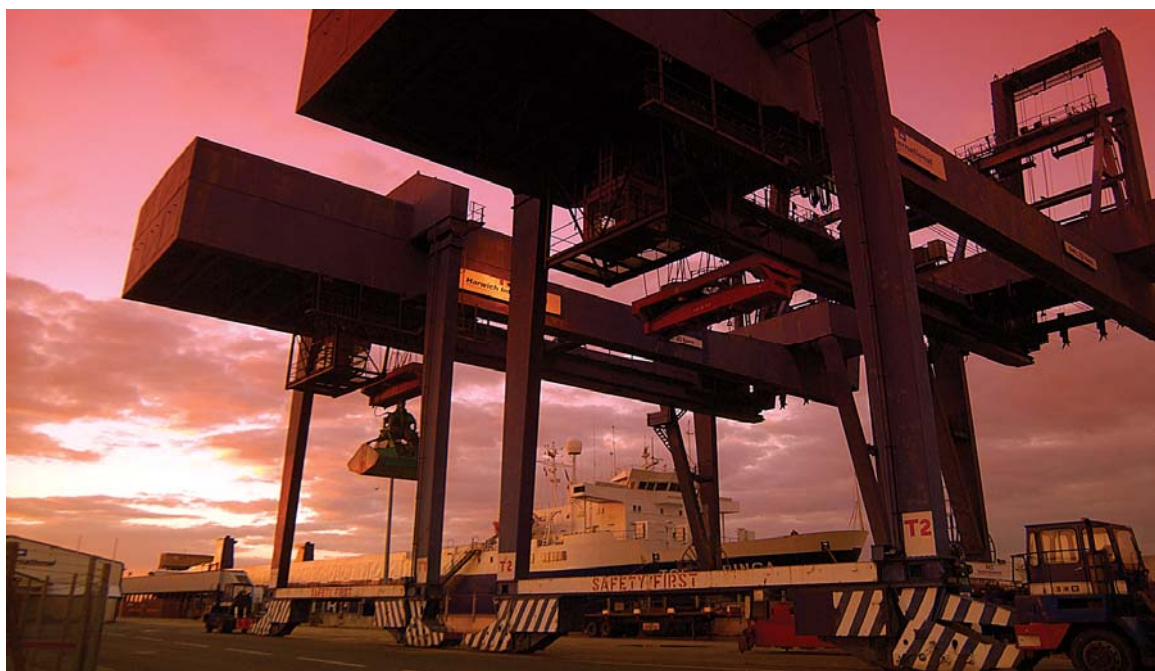
5.1 Research undertaken throughout the production of the ICS identified a number of opportunities for Greater Essex based on our existing assets. The key priorities closely relate to the main opportunities in Greater Essex, and attempt to use existing assets and opportunities to direct investment and provide the most effective approach to realising our significant economic potential.

5.2 Our approach to directing investment will be towards:

- 1) Prioritising the smarter use of our existing assets and maximising benefits arising from new economic opportunities
- 2) Targeting action to tackle key areas of development, growth and regeneration
- 3) Delivering changes that nest within a clear, long term strategy



Section 7 illustrates our approach. It details our tripartite focus (on TGSE, Key Towns and Low Carbon Energy), and demonstrates the link between this, our priority themes, and our priority investments.



Thames Gateway South Essex (TGSE)

Achieve transformational development and change throughout TGSE to significantly improve the local economy, quality of life of residents, and natural and built environment

Priority Themes:

The Thames Gateway is the UK's top priority for regeneration, and the largest regeneration opportunity in Europe. Despite its industrial heritage, Thames Gateway South Essex is an area of significant untapped potential; and one that has previously punched below its weight in terms of attracting inward investment. To realise its full potential it must improve its image, skills levels, the quality of its town centres, and the transport connections between its towns.

Nevertheless, its close proximity and good connections to London and Europe, large economic base with leading companies, and major development opportunities, have all resulted in the area being earmarked for large scale growth in jobs and homes.

Thus far, this has been supported by robust performance of the logistics, manufacturing and retail sectors. The future and sustained realisation of this growth now requires a clear vision to direct future regeneration so that transformational development and change can be achieved.

The vision for Thames Gateway South Essex is:

To undertake a major economic, social, and environmental transformation of the urban areas in the sub-region through a programme of large scale regeneration, employment-led development and transport improvements, so that its local economy, quality of life of residents, and its natural and built environment is significantly improved.

Priority Investments:

The ICS will focus on the delivery of transformational change within the vision stated above. Priority investments established for the TGSE through the ICS are as follows:

Town centre regeneration in Basildon, Lakeside Basin, and Southend

- Provide for new housing growth
- Create a more positive image

Promote and advance neighbourhood regeneration needs

- Deliver regeneration in key neighbourhoods in Basildon

Promote and maximise potential benefits at key sites for employment and further economic development

Support the delivery of the London Gateway and make best use of the economic opportunities created by its growth

Maximising the job opportunities arising from the low carbon and digital economy through up skilling the local workforce

- Improve the skills levels of resident workers

Create an improved economic base and quality office space

- Improve the quality, availability, and range of employment sites and premises
- Improve the economic base in key urban areas

Enhance connectivity to jobs and services, and deliver reliable and predictable journey times

- Improve connectivity between the complex pattern of towns and to the strategic transport network
- Improve access to international ports and airports
- Reduce congestion and crowding on transport networks

Key Towns

Promote opportunities for economic growth, redevelopment, and regeneration in the key urban centres of Southend, Thurrock, Basildon, Harlow, Chelmsford, and Colchester

Priority Themes:

Our main towns are the drivers of the local economy and have been identified as critical to the delivery of the ICS. Commuting patterns within Greater Essex emphasise the key role provided by our main urban areas in serving both their own population and their rural catchments in terms of jobs and services.

This presents an opportunity to build on their role as key economic centres; to promote their self containment; and cement their economic vitality by supporting growth and redevelopment with focused investment around stimulating the economy and improving infrastructure.

Well designed and attractive town centres and neighbourhoods improve perception and encourage new residents and businesses to locate there. We want our towns to be successful. We will ensure the growth is sustainable by creating a high quality of life for residents, and providing employment growth alongside new housing to reduce the need to commute long distances. Appropriate transport provision will be necessary to ensure reliable journey times, manage road traffic congestion, and provide a variety of travel choices. Thriving towns are essential to enhance the competitiveness of local businesses and provide attractive places to live and to invest in.

Regeneration and development is not just about the direct delivery of jobs and homes; it will also

have a catalytic effect of attracting people to live and work in our towns, and improving the economy of Greater Essex as a whole. Attractive town centres that provide a broad range of services and facilities, and good quality housing for a range of people, will enable Essex towns to emerge as nationally significant magnets for investment.

Priority Investments:

The priority investments in the ICS for the key towns will be:

Town centre regeneration and redevelopment in Chelmsford, Harlow, Colchester, Basildon, Lakeside Basin, and Southend

- The need for modernisation, physical redevelopment and regeneration, and improvement to the range of services and facilities within town centres
- Ensuring that town centres capture the amount of retail and leisure spend that would be expected for urban areas of their size and rural hinterlands
- Ensuring that connectivity within and between the main towns is appropriate to support a thriving economy

Neighbourhood regeneration and improvements to housing quality and choice in Harlow, Colchester, and Basildon

- Supporting regeneration needs in neighbourhoods across Greater Essex reduce levels of deprivation and improve housing quality
- Improving affordability and choice of housing to meet the needs of the urban area

Create a balanced pattern of sustainable growth

- Ensuring that housing is matched with jobs and services, particularly in areas of highest growth
- Ensuring appropriate transport provision is available to support growth

Low Carbon Energy

Support the growth of renewable and low carbon energy as a key sector and promote the growth and location of associated industries in Greater Essex

Priority Themes:

Greater Essex is at the centre of the world's largest market for offshore wind energy and is next to the UK's most dense area of new offshore development situated between the Humber, Greater Wash, and the Thames Estuary.

Our ports are perfectly located to support this fast growing sector. It is our imperative to promote Greater Essex as *the* place to invest for innovative companies in this sector. We expect that Essex will become predominant nationally in terms of the development and growth of the renewable energy sector. It therefore has to be a focus area for the ICS.

This provides a significant opportunity for Essex to nurture its renewable energy sector, as well as ensuring that our businesses are able to capitalise on the requirements of the manufacture, maintenance, and infrastructure based operations of the offshore wind farms.

With the UK's transition towards a low carbon economy, there will also be a significant opportunity for Greater Essex firms to compete in the growing markets for green technologies and low carbon energy components and products.

Before the decommissioning of Bradwell Nuclear Power Station in 2002, Greater Essex had been an important producer of the UK's low carbon electricity. As part of the Government's programme to increase the UK's production of low carbon energy, Bradwell has been put

forward as a candidate site for the construction of a new nuclear power station.

However, a proposal at Bradwell has yet to be brought forward by a promoter and it would have to be decided by Government. It has not been included in the ICS on that basis.

Priority Investments:

The priority investments in the ICS for low carbon energy will be:

Support the promotion and location of wind port and related industries focused on Harwich and Essex University

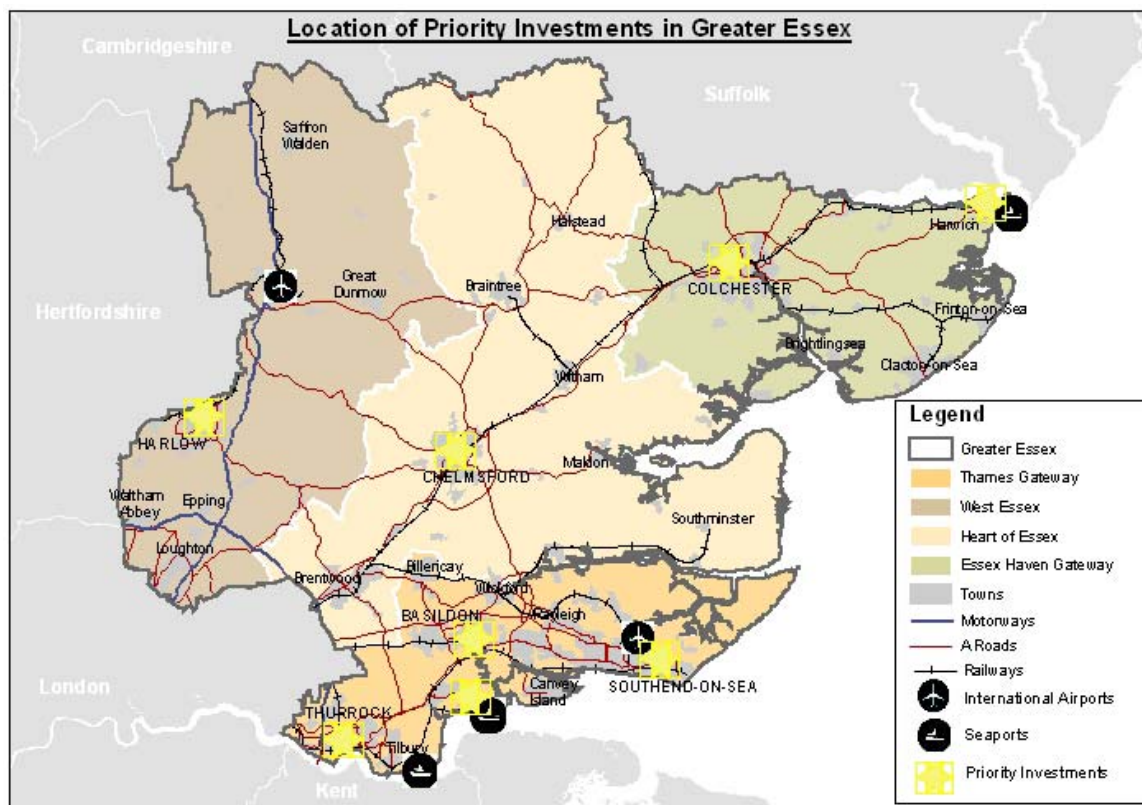
- Develop the excellent opportunities to grow local businesses to service off-shore renewable energy providers (such as for maritime survey work, the manufacturing of components, construction, and ongoing service and maintenance requirements)
- Enable Greater Essex companies to take advantage of market growth in green technologies and low carbon energy generation

Support the development and improvement of the Haven Gateway ports and make the best use of the economic opportunities created by growth

- Promote Greater Essex ports as hubs to serve the fast growth of UK off-shore renewable energy generation

Maximise the job opportunities arising from the low carbon economy through up skilling the local workforce

- Link the development of both these business sectors with the expertise provided by the University of Essex
- Provide skills training so that local people can take advantage of the increased demand for skilled workers



6.0 Next Steps

6.1 The next stage of the ICS will review in greater detail our agreed priority investments, and consider how they will be developed into more detailed proposals that could be resourced and delivered.

6.2 The ICS takes a broad and long term perspective looking between 10-20 years ahead. We now need to consider the following questions:

- How to organise the delivery of the priority investments in terms of their timing and phasing? For example, they could be grouped into different time bands (e.g., 1-3 years, 3-5 years, and 6+ years).
- Which stakeholders will be involved in delivery?
- What are our resourcing options; what is available and how will the ICS interface with the Local Enterprise Partnership's preparation of Regional Growth Fund bids?

- What could be achieved using existing resources?
- Which interventions could provide the greatest overall benefit? (e.g., more detailed sustainability appraisal, costing and viability studies, and cost/benefit analyses could be undertaken)

The main ICS document that accompanies this summary provides background to the ICS process, and further information on the transformative change that a focus on TGSE, key towns and low carbon energy will sustain for our economy

7.0 The ICS Priorities

Our Strategic Focus

Thames Gateway South Essex (TGSE)
 Achieve transformational development and change throughout TGSE to significantly improve the local economy, quality of life of residents, and natural and built environment

Key Towns
 Promote opportunities for economic growth, redevelopment, and regeneration in the key urban centres of Southend, Thurrock, Basildon, Harlow, Chelmsford, and Colchester

Low Carbon Energy
 Support the growth of renewable energy as a key sector and promote the growth and location of associated industries in Essex

Priority Themes

Town Centres
 Deliver regeneration of town centres in large urban centres and important towns

Neighbourhood Regeneration
 Tackle significant regeneration needs in key neighbourhoods, improve housing quality, choice, and encourage growth

Sustainable Growth
 Create a balanced pattern of development which promotes housing choice, provides affordable housing, and ensures housing is matched with jobs and services with appropriate transport provision to create prosperous places

Economic Drivers
 Promote and maximise potential benefits at key strategic sites for employment and further economic development

Economic Base
 Create improved employment space at key locations in Essex, encourage R&D companies, and provide more quality office space

Skills
 Equip young people and adults with world class skills to meet business needs and enable growth of a sustainable economy

Sustainable Connectivity
 Improve connectivity within and between our main towns to support economic growth

Key Sectors
 Support the growth of key sectors, particularly renewable energy, ports and logistics, creative industries, R&D, Healthcare, and advanced manufacturing

Priority Investments

Major redevelopment in Chelmsford Town Centre

Regeneration of Harlow Town Centre

Regeneration of Colchester Town Centre

Town centre regeneration in Basildon, Lakeside Basin and Southend

Reduce significant regeneration needs in key neighbourhoods in Harlow, improving housing quality, and encouraging growth and choice

Promote and deliver regeneration in Colchester

Promote and advance neighbourhood regeneration in Basildon

Create a balanced pattern of sustainable growth, to ensure that major new housing is matched with jobs and services, and create vibrant market towns in our sub-regions

Promote and maximise potential benefits at key sites for employment and further economic development with particular focus on the Thames Gateway

Support the delivery of the London Gateway and make best use of the economic opportunities created by its growth

Support the development and improvement of the Haven Gateway ports and make best use of the economic opportunities created by growth

Creating an improved economic base and quality office space in our key towns, including encouraging R&D companies in Basildon

Maximising the job opportunities arising from the low carbon and digital economy through up skilling the local workforce especially in the Thames Gateway

Enhance connectivity to jobs and services to support the urban economies of our main towns

Deliver reliable and predictable journey times between our main towns, key development sites, and the strategic transport network

Support the promotion and location of wind port and related industries focused on Harwich and Essex University

Note: 'Our strategic focus' identifies the key overarching priorities where resources should be directed. The 'priority themes' identify broad priorities that should be considered within the key priorities. The 'priority investments' are specific priorities identified throughout the ICS consultation process which relate to the key overarching priorities in 'our strategic focus'.



Cabinet

16 March 2011

Item
8(i)

Report of	Head of Strategic Policy and Regeneration	Author	Lindsay Barker John Rock
			282253 282762
Title	Adaptations Contract 2011/2014		
Wards affected	All wards		

This report sets out the procurement process for tendering the Adaptations Contract for the provision and installation of aids and adaptations to the Council's housing stock and recommends an appointment to provide the service.

1. Decision(s) Required

- 1.1 To agree to appoint Apollo Property Services Group Ltd to deliver the Adaptations contract.
- 1.2 To agree to enter with the successful contractor into a 3 + 1year JCT Standard Form of Measured Term Contract 2006 Edition Revision 2 (2009), further amended as set out in the Tender Document.

2. Reasons for Decision(s)

- 2.1 The existing arrangement for the provision of the aids and adaptations is due to expire in April 2011. This is managed through the Deed of Variation agreed between Colchester Borough Homes and Colchester Borough Council.
- 2.2 The procurement approach agreed by Cabinet on 1st December 2010 as part of the Asset Management Strategy is to let a JCT Measured Term Contract for this and similar types of work. As approved the Council will act as the awarding body (Employer) and Colchester Borough Homes (CBH) as the Employer's agent (Contract Administrator).

Expressions of interest were sought through a Pre Qualification Questionnaire (PQQ) process conducted on behalf of the Council by CBH, from which prospective contractors were selected. Of fourteen contractors who were sent a PQQ, 11 were returned and following analysis by CBH two contractors were disqualified due to a lack of experience and of the remaining nine contractors the top scoring six were invited to tender for the works.

Tenders were received on the 12th January 2011 and were analysed and scored by CBH on 13th January 2011.

Independent advice was taken in respect of the evaluation of Quality and this conforms with the detail contained in the invitation to tender and also the Contract Preliminaries through an assessment based on relevant sections of the PQQ covering past performance on similar contracts, performance indicators, and references.

3. Alternative Options

- 3.1 Not to procure the service – There is no statutory duty for Local Housing Authorities to provide an adaptations service for their tenants. However, it is good practice to do so. Not to provide the service would result in tenants living in unsuitable housing or making an application for a Disabled Facilities Grant (DFG). Increased applications for DFGs would exacerbate pressure on this budget and there are associated costs to the General Fund if DFGs are awarded to council tenants.
- 3.2 Not to appoint the contractor selected through the procurement process – The Council could be open to legal challenge if it deviated from its procurement process.

4. Supporting Information

- 4.1 Following the implementation of the Asset Management Strategy and in line with the Councils duty to seek Best Value it was decided to re-tender the Adaptations contract to commence in April 2011.
- 4.2. EU regulations are not required for this size of contract and so it was advertised in local papers for two weeks. A two-stage contractor selection process consisting of a Pre-Qualification Stage which is open to all interested parties, followed by a Tender Stage which is restricted to contractor's selected by analysis of the first stage responses was followed. The Pre-Qualification Stage invites interested contractors to submit information concerning their Financial Capacity, Technical Capability, Relevant Experience and References. Information is requested in a Pre-Qualification Questionnaire from all interested contractors.
- 4.3. In November 2010 a detailed project plan was formulated and timeline to complete the procurement process. This was presented to and agreed by the Operational Site Meeting held on the 25th November 2010.
 - 14 contractors responded to the advertisement and 11 submitting completed Pre-Qualifying Questionnaires (PQQ).
 - CBH carried out a robust analysis of the completed PQQ's which resulted in 6 contractors being invited to tender.
 - Tenders were sent out to the six prospective contractors on the 20th December 2010 and were returned and opened by legal services on 12th January 2011.
 - The tenders were scored on a 60% cost, 40% quality split derived from the returned tenders and PQQ's. The cost analysis was conducted by CBH on the 12th January and the quality part scored again by CBH following the return of relevant references and independent advice on the specific parts of the PQQ.
- 4.5 A copy of the overall results attributed to Tender Price and Quality are attached as a Background Paper (Appendix A).
- 4.6 As part of the procurement process a robust tender specification was developed to ensure the Council and its tenants receive best value on the evaluation criteria of price and quality. The documentation included Performance Indicator's and strong emphasis on quality and resident satisfaction.

- 4.7 The Form of Contract to deliver the contract is the Joint Contracts Tribunal (JCT) Standard Form of Measured Term Contract 2006 Edition Revision 2 (2009) further amended as set out in the Tender Document. The successful contractor will be awarded a 3 year contract with an option to extend by agreement with the Council for a further period of 1 year, depending on their performance over the contract period.
- 4.8 Current robust controls and monitoring arrangements will continue as a minimum standard. The formal monthly Operational Site Meeting (OSM) attended by both CBC and CBH have put in place arrangements to capture the performance monitoring of all contracts which includes progress against the agreed programme, monitoring of expenditure against agreed budgets, analysis of performance against KPI's, the quality and standard of the services provided to tenants by reviewing customer satisfaction reports and direct liaison with tenants.
- 4.9 The role of CBH as the Contract Administrator (CA) is key to the success of this contract. CBH will manage the contract on behalf of the Council which will include managing day to day issues/arrangements of the contract and act as the main point of contact for all parties through a nominated representative. The CA through the nominated representative will attend the monthly OSM to report on the contractor's performance. The role of CA is also clearly defined within the JCT form of contract.

5. Proposals

- 5.1 To accept the recommendations of CBH and CBC by:
- 5.2 Awarding the contract to deliver the Adaptations contract to Apollo Property Services Group Ltd.
- 5.3 To enter with the successful contractor into a 3 + 1 year JCT Standard Form of Measured Term Contract 2006 Edition incorporating Revision 2 (2009), further amended as set out in the Tender Document.

6. Strategic Plan References

- 6.1 This decision is part of delivering against the "Homes for All" priority in the Council's Strategic Priorities 2009 – 12 by ensuring a service is available to tenants who require adaptations to the Council's housing stock to enable independent living.

7. Consultation

- 7.1 Tenants were involved in the tender process and will be further involved in the set up and mobilisation of the successful contractor with particular emphasis on engaging with the client group most particularly affected by this contract.

8. Publicity Considerations

- 8.1 Good communication with tenants is vital and the Council working closely with CBH will need to issue information to its tenants to advise them of new contract arrangements, how it will affect them with ongoing updates as the programme progresses. Again this information will follow once the contract is let and more detail discussions have taken place with the successful contractor.

9. Financial implications

- 9.1 The financial implications are contained within the main body of the recommendation report with appendix A. This contains commercially sensitive information and should only be viewed as a representation of spend to enable contractors to be equally assessed against each other. However the anticipated first year annual direct spend on works based upon notional delivery requirements amounts to £400,000.00.

10. Equality, Diversity and Human Rights implications

- 10.1 The equality of all tenants has been considered when planning this programme, with a particular emphasis on people with disabilities being able to remain in their homes as a result of adaptations being carried out. Equality Impact Assessments have been produced where appropriate, in line with agreed policies and procedures.
- 10.2 Through the Housing Procurement Strategy within the (AMS) staff ensure that all future procurement and purchasing documentation recognise, understand and support CBC and CBH policies with regard to equal opportunities, diversity and human rights.
- 10.3 Members will recall that during recent contract procurements, such as the Capital Improvement Programme, contractors were both evaluated and questioned at interview stage with regard to how they would deliver services to tenants from BME origins, with disabilities and other support needs. Contractors were aware of the need to tailor the service they provide to meet the individual needs of tenants.

11. Community Safety Implications

- 11.1 There are none directly arising from this report.

12. Health and Safety Implications

- 12.1 Through the role of Contract Administrator CBH will be responsible for ensuring Health and Safety requirements are fully complied with.

13. Risk Management Implications

- 13.1 By following the Councils own procurement policy and by implementing the controls and recommendations as set out in this report, the Council is seeking to mitigate against any potential risks or challenges.

16 March 2011

Report of	Head of Environmental and Protective Services	Author	Peter Berridge
Title	Repair Work to Colchester's Town Walls		☎ 282931
Wards affected	Castle Ward		

This report concerns releasing capital funds for repair works of the Town Walls.

1. Decision(s) Required

1.1 To agree the release of £100,000 from the Capital Scheme in financial year 2011/12.

2. Reasons for Decision(s)

2.1 Sections of the Town Walls are in urgent need of repairs.

2.2 Subject to the release of funding, English Heritage have agreed to support the work through a grant of £79,000.

2.3 A recommendation to the Cabinet has been made by the Portfolio Holder for Economic Development, Culture and Tourism, through a Portfolio Holder decision taken on 11th January 2011, to consider this matter.

3. Alternative Options

3.1 The alternative option would be not to release capital funding but the consequence would be that the grant aid from English Heritage would be lost. At some point in the future the Council would be forced to carry out the work either in reaction to public pressure or through threat of prosecution from English Heritage. A delay of a further year would also mean that the cost of the proposed work would significantly increase through the inevitable deterioration of another winter.

4. Supporting Information

4.1 Supporting information is set out in the report to the Portfolio Holder for Economic Development, Culture and Tourism, on 11th January 2011 which is included as an appendix to this report.

4.2 The following table demonstrates the level of funding provided for the repair and maintenance of the Town Walls in the past 10 years. Maintenance of such an extensive Scheduled Ancient Monument requires regular investment to prevent deterioration and damage occurring.

Year	Spend	Works
2000	£0	
2001	£0	

2002	£0	
2003	£0	
2004	£0	
2005	£66,792	(Priory Street bastion 2)
2006	£13,023	(Priory Street pedestrian gate / Castle Road pedestrian gate and steps)
2007	£0	
2008	£0	
2009	£69,000	(Roman Road stretch) plus £46,000 provided by English Heritage
2010	£0	
Total:	£148,815	

5. Proposals

- 5.1 To release capital funds to allow repair works along the Middleborough/Balkerne Hill stretch of the Town Walls. For more details see the background paper.

6. Strategic Plan References

- 6.1 There are no direct links to the Strategic Plan.

7. Consultation

- 7.1 English Heritage has been consulted and discussions have taken place with the Friends of Colchester's Town Wall.

8. Publicity Considerations

- 8.1 The state of repair of the Town Walls has already attracted considerable adverse publicity for the Council and further inaction will inevitably lead to more. Any work funded would inevitably receive favourable publicity.

9. Financial implications

- 9.1 If the proposed work is not done now it will undoubtedly cost more in future years as a result both of inflation and the ongoing deterioration in the condition of the Town Walls.
- 9.2 If the money is not released now by Colchester Borough Council the grant of £79,000 from English Heritage will be lost and the likelihood of a reapplication in the future being successful must be in doubt due to the increasing pressure on English Heritage's grants programme.

10. Equality, Diversity and Human Rights implications

- 10.1 As this report deals with a straightforward financial matter, the release of funds within the Council's capital programme, it has no implications for equality, diversity or human rights. An Equality Impact Assessment has therefore not been carried out.

11. Community Safety Implications

- 11.1 There are no particular community safety implications.

12. Health and Safety Implications

- 12.1 Works to the Town Walls at Middleborough/Balkerne Way could reduce the risk of injury to pedestrians from falling masonry.

13. Risk Management Implications

- 13.1 There are no particular risk management implications.

COLCHESTER BOROUGH COUNCIL

RECORD OF DECISIONS TAKEN UNDER DELEGATED POWERS

Explanatory Note

The Council has established Delegation Schemes by which certain decisions may be made by the relevant cabinet member or specific officers.

Such decisions are subject to review under the Call-in Procedure. From the date the notice of the decision made is published there are five working days during which any five Councillors may sign a request for the decision to be reviewed and deliver it to the Proper Officer. If, at the end of the period, no request has been made, the decision may be implemented. If a valid request has been made, the matter will be referred to either the Finance and Audit Scrutiny Panel if the Type of Decision is Service, or the Strategic Overview and Scrutiny Panel if the Type of Decision is Strategic/Corporate.

For decisions which are deemed to be Key Decisions:

- details of the matter must be included in the Forward Plan and 14 days must elapse between publication of the Forward Plan and the decision being made;
- any related report (excluding confidential ones) must have been made available to the public two weeks before implementation.

Part A – To be completed by the appropriate Cabinet Member/Officer**Title of Report**

The Funding of Colchester's Town Walls.

Delegated Power

Culture and the Arts Sec 5 Archaeological sites and monuments and Sec 6 Approval of expenditure under the Heritage Fund.

Decision Taken

To refer the issue of the future funding of the repairs to the Town Walls at Middleborough/Balkerne Way to the Cabinet for the release of £100,000 from the Capital scheme.

Key Decision

The decision is **not** a Key Decision.

Forward Plan

For Key Decisions state whether details have been included in the Forward Plan (see information at top of this form regarding notice requirements)

Reasons for the Decision

This decision is required to ensure the continued investment in the maintenance of Colchester's historic Town walls.

It is a legal requirement that Colchester Borough Council, as the owner of a Grade One Listed Building, maintains it in a proper state of repair.

Alternative Options

Not to refer the issue of the future funding of the repairs to the Town Walls at Middleborough/Balkerne Way to the Cabinet. This would mean that the Council would be unable to match fund the grant aid offered by English Heritage and also that it would be impossible to undertake the urgent repairs at Middleborough/Balkerne Way in the foreseeable future.

Through non-repair of a Listed Building the Council would potentially be liable to prosecution by the Secretary of State for Culture, Media & Sport.

Conflict of Interest

None

Type of Decision

Service

Dispensation

None

Authorisation by Portfolio Holder

Signature _____ Councillor Nick Barlow _____

Designation _____ Portfolio Holder for Economic Development, Culture and Tourism _____

Date _____ 11/1/11 _____

(NB For Key Decisions the report must be made available to the public for five clear days prior to the period for call-in commencing.

Part B – To be completed by the Proper Officer (Democratic Services)

Call-in Procedure

Date Decision Notice published on The Hub, Website and placed in Members' Room and Customer Service Centre

_____ 14 January 2011 _____

Date by which request for reference must be made to the Finance and Audit Scrutiny Panel if the Type of Decision is Service or the Strategic Overview and Scrutiny Panel if the Type of Decision is Strategic/Corporate

5pm _____ 21 January 2011 _____

Signed _____ Diane Harrison _____

Proper Officer

Reference Number

_____ ECO-003-10 _____

Implementation Date

Date decision can be implemented if no request (Call-in) for the decision to be reviewed has been made

After 5pm _____ 21 January 2011 _____



CONSULTATION WITH PORTFOLIO HOLDER Economic Development, Culture and Tourism

Item

11 January 2011

Report of	Head of Environmental and Protective Services	Author	Peter Berridge ☎ 282931 Philip Wise ☎ 282929
Title	The Funding of Colchester's Town Walls		
Wards affected	Castle		

This report concerns the funding of repairs to Colchester's Town Walls at Middleborough/Balkerne Way

1. Decision(s) Required

- 1.1 To refer the issue of the future funding of the repairs to the Town Walls at Middleborough/Balkerne Way to the Cabinet for the release of £100,000 from the Capital scheme.

2. Reasons for Decision(s)

- 2.1 This decisions are required to ensure the continued investment in the maintenance of Colchester's historic Town Walls.
- 2.2 It is a legal requirement that Colchester Borough Council, as the owner of a Grade One Listed Building, maintains it in a proper state of repair.

3. Alternative Options

- 3.1 Not to refer the issue of the future funding of the repairs to the Town Walls at Middleborough/Balkerne Way to the Cabinet. This would mean that the Council would be unable to match fund the grant aid offered by English Heritage and also that it would be impossible to undertake the urgent repairs at Middleborough/Balkerne Way in the foreseeable future.
- 3.3 Through non-repair of a Listed Building the Council would potentially be liable to prosecution by the Secretary of State for Culture, Media & Sport.

4. Supporting Information

- 4.1 At the Middleborough/Balkerne Way stretch of the Town Walls it has been decided, acting on the advice of English Heritage, to undertake the most urgent repairs first and these are estimated to cost £161,000.
- 4.2 On 19 October 2010 English Heritage made a provisional offer of £79,000 on the understanding that the remaining roughly 50 percent would be provided as match-funding by Colchester Borough Council.

- 4.3 The requested figure of £100,000 breaks down into £82,000 to secure the English Heritage funding plus £18,000 of contingency on the basis that invariably when works of this nature are carried out unforeseen items are revealed in the course of the project which require attention. If at the end of the project all or part of this contingency is not used it will remain in the capital scheme in readiness for the next stage of repair work.
- 4.4 As these works are grant aided by English Heritage Scheduled Monument Consent from the Secretary of State for Culture Media and Sport is automatically given, enabling a rapid start to the repair programme to be made.
- 4.5 In October 2010 the government announced a reduction of 32 per cent in its grant to English Heritage. In response the English Heritage Commissioners have determined to reduce their grants programme by around one-third whilst protecting all existing grant commitments. It is clearly in the Council's interests to secure funding from English Heritage for the repair of Colchester's Town Walls at the earliest possible opportunity.
- 4.6 An approach was made to Essex County Council for funding for repairs to the Town Walls in view of their previous support for this work, but it was advised that the County was unable to make a contribution at the present time.

5. Proposals

- 5.1 The repairs would comprise urgent works to the following areas: the blown-up section adjacent to Crouch Street, the Wall forming the west boundary to St Mary's Churchyard and around St Mary's Steps, and a stretch of approximately 34m length north of Balkerne Gate. Within these areas the wall top will be rebuilt or repointed, and the rubble or brickwork facing will be repointed. Also included in this phase will be some minor repairs to the Balkerne Gate itself.

6. Strategic Plan References

- 6.1 There are no direct links to the Strategic Plan.

7. Consultation

- 7.1 English Heritage and other appropriate bodies, including the Friends of Colchester's Roman Wall, will be fully consulted at the appropriate times.

8. Publicity Considerations

- 8.1 The state of repair of the Town Walls, including the Middleborough/Balkerne Way stretch, has already attracted considerable adverse publicity for the Council and inaction will inevitably lead to more. Any work funded should receive favourable publicity.

9. Financial Implications

- 9.1 If the proposed work is not done now it will undoubtedly cost more in future years as a result both of inflation and the ongoing deterioration in the condition of the Town Walls.
- 9.2 If the money is not released now by Colchester Borough Council the grant of £79,000 from English Heritage will be lost and the likelihood of a reapplication in the future being successful must be in doubt due to the increasing pressure on English Heritage's grants programme.

10. Equality, Diversity and Human Rights implications

10.1 As this report deals with a straightforward financial matter, the release of funds within the Council's capital programme, it has no implications for equality, diversity or human rights. An Equality Impact Assessment has therefore not been carried out.

11. Community Safety Implications

11.1 There are no particular community safety implications.

12. Health and Safety Implications

12.1 Works to the Town Walls at Middleborough/Balkerne Way could reduce the risk of injury to pedestrians from falling masonry.

13. Risk Management Implications

13.1 There are no particular risk management implications.

Background Papers

None



Cabinet

16 March 2011

Item
10(i)

Report of	Executive Director	Author	Pamela Donnelly
Title	Infopoint@Colchester		☎ 282212
Wards affected	Not applicable		

This report concerns Infopoint

1. Decision(s) Required

- 1.1 To secure the support of Cabinet in respect of the future development of Infopoint as a single point of access to public sector agencies and the voluntary sector for the benefit of the customers we share across Colchester.

2. Reasons for Decision(s)

- 2.1 The Council is committed to providing the best services to its customers through the delivery of its strategic priorities. Infopoint acts as a single point of access to our customers and further development will help to deliver this commitment.

3. Alternative Options

- 3.1 The Council will continue to offer CSC service delivery and support in isolation from other public service delivery.

4. Supporting Information

- 4.1 Partners already committed to Infopoint include Essex County Council, Essex Fire and Rescue Service, Essex Police and NHS North East Essex. They have committed themselves to a weekly schedule, and together we have focussed on a different strategic priority theme each month (which started May 2010); this has helped us to co-ordinate activities which promote a clear and compelling message to customers and reflects the priorities of the Council. An excellent working relationship is now well established with the four main partners settled into their schedule of work.

We are now in discussion with the Learning Shop and other organisations to consider how they might join with our partnership arrangements for the benefit of our customers. In addition, Infopoint acts as a delivery point for a local charity for food parcels for our most vulnerable residents.

- 4.2 Infopoint has enabled us to:

- Manage a broader range of services for our customers, increasing choice, joining up service provision and delivering more effective and efficient customer service.
- Develop a better understanding of what our partners offer and to develop a wider range of personal skills in dealing with customers
- Develop a wider skill base for staff to meet the changing the needs of customers
- Recognise and utilise the strengths and areas of expertise of all the partner agencies involved

- Make the best use of available resources by pooling experience in a coordinated and cost effective way.

4.3 A range of services has been provided to date including NHS health checks, support for smoking cessation and falls prevention. The Health Trainers are completing 12 – 15 health checks during their 2 hour slot.

We have good support from Essex Fire and Rescue Service. (ECFRS). ECFRS staff work alongside Essex County Council on Tuesday mornings to promote fire safety and prevention. ECFRS has fitted over 300 smoke alarms during the time they have been working in Infopoint and are now looking at having a presence in the Greenstead Local Housing Office.

Essex Police PCSOs are present once a week on a Wednesday morning and have been present every week in January to carry out cycle coding; the press coverage of this subject has encouraged uptake.

Many customers visit Essex County Council to access their services; we are currently attracting around 30 - 40 enquiries a day covering issues such as highways, social care, blue badges, school transport and trading standards.

Future themes will focus on the Census (March), Self-serve (April) and the digital switchover (May).

5. Proposals

5.1 Cabinet continue to support Infopoint as a key delivery channel for CBC services alongside partner organisations; and to maximise the opportunity of new ways of delivering services which will emerge from the redesign of the Customer Service Centre which will begin in the Spring.

6. Strategic Plan References

6.1 The strategic plan priorities have been used to promote themes within Infopoint as follows:-

- Reduce, Reuse, Recycle – May 2010
- Community Safety – June 2010
- Enabling Job Creation – July 2010
- Addressing Younger People's Needs – August 2010
- Congestion Busting – September 2010
- Addressing Older People's Needs – November 2010
- Homes for All – December 2010
- Healthy Living – January 2011

7. Consultation

7.1 The Council takes every opportunity to ensure that Infopoint continues to deliver services which meet the changing needs of our customers through regular and ongoing engagement and consultation.

8. Publicity Considerations

8.1 Publicity for the promotion of Infopoint has been conducted through a marketing campaign which has included advertisements in local newspapers, together with radio advertising and information on the website.

9. Financial implications

9.1 Infopoint allows the Council to make the most effective use of the assets at Angel Court

10. Equality, Diversity and Human Rights implications

10.1 It is not considered that this proposal gives rise to any equality and diversity considerations in relation to gender, gender reassignment, disability, sexual orientation, religion or belief, age and race/ethnicity. The relevant Equality Impact Assessment can be found on the Council's Website at:

http://www.colchester.gov.uk/Info_page_two_pic_2_det.asp?art_id=8003&sec_id=1988

10.2 It is not considered that this proposal gives rise to a breach of human rights.

11. Community Safety Implications

11.1 There are not considered to be any significant community safety implications.

12. Health and Safety Implications

12.1 There are no particular references to health and safety implications.

13. Risk Management Implications

13.1 There are not considered to be any significant risk management implications.

PETITIONS, PUBLIC STATEMENTS, QUESTIONS

(i) Have Your Say speakers

Date of Meeting	Details of Member of the Public	Subject Matter	Form of Response	Date Completed
Cabinet, 26 January 2011	Tim Oxton	Impact on the Council of reductions in central government funding	Direct verbal responses at the meeting from Portfolio Holder for Street and Waste Services and Portfolio for Housing and Community Safety. Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 3 February 2011.	3 February 2011
Cabinet, 26 January 2011	Andy Abbott	The causes of the current political and economic climate	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 3 February 2011.	3 February 2011
Cabinet, 26 January 2011	Nick Foxley	Disposal of Layer Road Football Ground	Direct verbal response at the meeting from Portfolio Holder for Resources and Diversity and the Portfolio Holder for Communities. Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 3 February 2011.	3 February 2011

Date of Meeting	Details of Member of the Public	Subject Matter	Form of Response	Date Completed
Cabinet, 26 January 2011	Tom Burridge	Disposal of Layer Road Football Ground	Direct verbal response at the meeting from Portfolio Holder for Resources and Diversity and the Portfolio Holder for Communities. Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 3 February 2011.	3 February 2011
Council, 16 February 2011	Will Quince	Dog fouling	Direct verbal response at the meeting from the Portfolio Holder for Street and Waste Services. Written response from the Portfolio Holder for Street and Waste Services on 1 March 2011.	1 March 2011
Council, 16 February 2011	Eleanor Root	The appropriateness of opening Council meetings with prayers.	Direct verbal response from the Mayor at the meeting.	16 February 2011
Council, 16 February 2011	Andy Hamilton	VAF, Shopmobility, impact of budget on vulnerable groups	Direct verbal response from the Portfolio Holder for Resources and Diversity at the meeting	16 February 2011

Date of Meeting	Details of Member of the Public	Subject Matter	Form of Response	Date Completed
Council, 16 February 2011	Andy Abbott	The causes of the current political and economic climate	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 1 March 2011.	1 March 2011
Council, 16 February 2011	Marcus Harrington	Reduction in funding to Parish Councils	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 1 March 2011.	1 March 2011
Council, 16 February 2011	Rafe Pigott	The impact of the 2011-12 budget	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 1 March 2011.	1 March 2011
Council, 16 February 2011	Nick Simpson	The impact of the 2011-12 budget	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 1 March 2011.	1 March 2011

Date of Meeting	Details of Member of the Public	Subject Matter	Form of Response	Date Completed
Council, 16 February 2011	Tim Oxtton	The impact of the 2011-12 budget	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 1 March 2011.	1 March 2011
Council, 16 February 2011	Jed Miller	The impact of the 2011-12 budget	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 1 March 2011.	1 March 2011
Council, 16 February 2011	Nathan Bolton	The impact of the 2011-12 budget	Written response sent by the Leader of the Council and Portfolio Holder for Strategy and Performance on 1 March 2011.	1 March 2011

(ii) Petitions

Date petition received	Lead petitioner	Subject Matter	Form of Response	Date Completed
16 February 2011	Mr J Buxton	Access Licences: Unfair New Proposed Fee Schedule for 2011-2016	Response will be reported to future meeting	-



Cabinet

Item
12(i)

16 March 2011

Report of	Head of Strategic Policy and Regeneration	Author	Fiona Duhamel ☎ 282252
Title	Queen Street St Botolphs Quarter – Approval of Draft Development Agreement (Further information of a commercially sensitive nature to be on separate report to be heard in part B of the agenda)		
Wards affected	All wards		

Approval of draft Development Agreement and draft Head Lease for the development of a new hotel and associated ground floor retail on the Roman House/St James site which form part of Phase 1 of the proposed St Botolph's Quarter

1. Decision(s) Required

- 1.1 To approve the draft legal agreements which will enable the transfer of the site currently occupied by St James House and Roman House to Garbe as the Council's chosen developer (or such funding body as nominated by Garbe in agreement with the Council in respect of the long lease) for the purposes of constructing a new 97 bed hotel with retail units on the ground floor.
- 1.2 To give delegated authority to the Head of Strategic Policy and Regeneration to conclude the Development Agreement and Head Lease substantially in accordance with the approved draft.

2. Reasons for Decision(s)

- 2.1 The original Heads of Terms were agreed by Cabinet in September 2009
- 2.2 However, since September 2009 there have been fundamental issues in respect of the design proposals for the scheme which has necessitated many discussions with the Council's planning department and English Heritage. The basic issues have arisen from the scale of the proposed redevelopment including the height of the new building in the context of the Queen Street conservation area. In October 2010 a compromise was reached between the parties which allows for the demolition of both Roman House and St James House and a single replacement building at a lower height which will accommodate the 97 bed hotel and retail space on the ground floor. However the replacement floor space will be significantly less than the original proposal which retained and reused the St James House building and subsequently there is no longer room within the site to accommodate a Creative Business Centre.
- 2.3 A new proposal to purchase the adjacent Old Police Station building which had recently come on the market was agreed by the Portfolio Holder in October 2010, with a view to using part of this site for the Creative Business Centre. £500,000 of external funding was secured from Haven Gateway and EEDA towards this purchase and the transaction was concluded in December 2010. Work is currently underway drawing up a planning application for the provision of the Creative Business Centre in this space and various

funding bids have been submitted to carry out the refurbishment including the 250,000 Euros CURE bid which has been approved.

- 2.4 Despite difficult economic circumstances the ability of this developer to bring forward a significant commercial development is a notable vote of confidence in Colchester. It will deliver a 97 bed hotel which together with accommodation proposals at Greyfriars and East Hill House will go towards addressing the shortfall of both the amount and range of such accommodation in the town centre recognised in recent studies. The construction and refurbishment work will generate jobs in a sector particularly hit by the recession and the future uses will then provide the opportunity not only for permanent jobs on site but, through the diversion of the capital receipt towards developing a Creative Business Centre, the potential to 'grow' many more.. Ash Sakula the architects, who received so much public and stakeholder praise for their winning scheme of the Cultural Quarter design competition, are currently retained to work up the Hotel scheme as well as the rest of the project giving further confidence that the proposals are likely to deliver the quality of improvements that Colchester wishes to see.
- 2.5 Development of this site will contribute to the enhancement of other buildings in the area and will add to the positive changes required to Queen Street and St Botolph's Street which will see values rising and a shift away from only a night time economy.

3. Supporting information

- 3.1 The demolition and redevelopment of Roman House and St James House is seen as a significant step in the regeneration of the St Botolph's which will have a significant impact on the appearance and feel of the area. There is an urgent need to redevelop this site as firstsite nears completion as it forms a key gateway to the new Quarter.
- 3.2 Other elements of Phase 1 are also now underway which includes the onsite delivery of the entire area of public realm which runs from the access road from East Hill to the back of the current Roman House and seeks to provide a new public square for animation and activities. This work has been funded through a variety of external funding sources and will be completed in July 2011. .
- 3.3 The sale of 15 Queen Street to firstsite has led to their plans being developed to commence an early form of the Creative Business Centre with a small number of units which have already generated strong demand.
- 3.4 Finally, Colchester Borough Council in partnership with Creative Co-Op has been running a competition where people could submit ideas of a 'pop up' business that could be run from the previously unused old bus station kiosks. The aim of the competition is to kick start the activity that will come to define the new quarter. The Creative Kiosks project has proved very successful with applications from a wide variety of creative users wishing to take space on a short term basis. Uses already in place or lined up include, an antiques stall, vegan cakes, a graphic design project and students from the Institute with learning disabilities showcasing their artwork.
- 3.5 Once work is underway in respect of the hotel it is anticipated that further negotiation between Garbe and the Council will focus on bringing forward Phase 2 of the Quarter which includes the temporary bus station site. This Phase seeks to deliver new homes in the town centre together with a mix of retail uses and event space to be used in conjunction with the Creative Business Centre.

- 3.6 In difficult and uncertain property and economic market conditions the proposed agreement represents an expedient solution to deliver significant improvements to this area of town which include the successful re-development of two less than attractive properties and the provision of much needed hotel space together with new jobs both during the construction phase and once the hotel and retail units open.

4. Proposals

- 4.1 It is proposed to enter into a development agreement with Garbe which provides for the long leasehold transfer of St James House and Roman House conditional upon the completion of certain conditions for example planning consent. The Council will receive a capital payment for the site.
- 4.2 Garbe will agree to take on all risks associated with gaining a successful planning permission for the buildings, carrying out demolition, refurbishment and secure suitable end users for both the hotel and the retail space below. An operator has already been lined up to take over the hotel and been heavily involved in the design process to date.
- 4.3 The Council gains the benefit of the transfer back of a small unit of 700 to 900 sq ft on the ground floor of the new development for the purposes of sub letting to generate further income or the possibility of reusing for it's own use. .
- 4.4 The Council benefits from the value added regeneration of the area and the creation of a much needed new 97 bed hotel made distinctive for this important town centre location, by varying its elevation and being designed to complement the emerging new quarter. In addition the use of the other accommodation for shops and commercial use will all meet the objectives for this locality.

5. Strategic Plan References

- 5.1 The proposal is seen as driving, in this location, the Council's objective to make it a place where people want to live, work and visit. Job creation is a priority for the Council and specifically this project will seek to create 60 jobs through the construction with a further 58 jobs within the hotel and retail space and will further support the economy of the town through accommodating a rise in visitor numbers. The St. Botolph's area is detailed in the Council's Renaissance programme as being a key project for the future of the town.

6. Consultation

- 6.1 Substantial consultation was undertaken prior to the approval of the St. Botolph's Quarter Masterplan. In addition, further consultation was carried out during the competition process including public exhibitions and discussions with key stakeholders, English Heritage Inspire East, EEDA, firstsite, Essex County Highways and the local transport operators in respect of the current scheme. Further engagement in respect of the project has been carried out the Better Town Centre Improvements Campaign in particular through the public events of March and October 2010.
- 6.2 Once the design options are finalised then the proposals will be subject to the normal consultation process through the planning application route due later this year. As previously mentioned, the developer remains sensitive to the Council's concerns, particularly in respect of the quality of architecture and materials used, the creation of a suitable setting for further regeneration and the creation of a unique environment for people to visit, work and live.

7 Publicity Considerations

- 7.1 The original competition process attracted significant publicity both locally and nationally and the public were kept informed of progress during the Collaboration Agreement period through press releases, presentations to local groups and newsletters to traders in the area.
- 7.2 The Council will continue to ensure that contact is maintained with the town's traders through one to one discussions, presentations to CORBA, and further events through the Better Town Centre work.
- 7.3 A campaign to fill the empty buildings on the site with temporary uses is already underway with the success of Slack Space on the ground floor of St James House and the newly launched Kiosk Project which has been well publicised. Once the new square behind the hotel site is completed to coincide with the opening of the firstsite Gallery, a programme of outdoor events will commence with the aim of creating an active environment day and night which will seek to draw visitors of all ages

8. Financial Implications

- 8.1 The main financial implications are of a commercially sensitive nature and will form part of an additional report which will be heard in the confidential part of the meeting.

9. Human Rights Implication

- 9.1 Not applicable at this stage but the latest design specifications will need to be taken into account as part of the redevelopment works for this area.

10. Community Safety Implications

- 10.1 None identified at this stage

11. Health and Safety Implications

- 11.1 There will be no Health and Safety implications at this stage.

12. Risk Management Implications

- 12.1 The signing of the development agreement will compel the developer to work to satisfy the key conditions such as the securing a planning consent. Upon satisfaction of the key conditions the agreement will become unconditional and the developer will be required to move forward and construct the scheme. There are risks associated with satisfying the conditions which could impact upon delivery timescales.
- 12.2 The developer's performance during the agreement will be monitored through a series of longstop dates and failure to perform against these dates could give the Council the right to terminate the agreement.
- 12.3 The current economic climate does mean that nationally all development projects are more vulnerable in terms of viability and due to the nature of this scheme, there is a risk that delays may be incurred through lack of viability. This will impact upon when the Council will receive its capital receipt.

Appendices

- 13.1 New hotel concept plans

25/11/11
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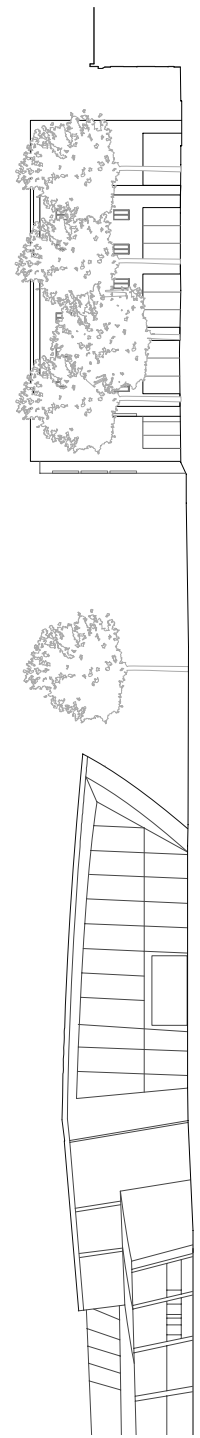
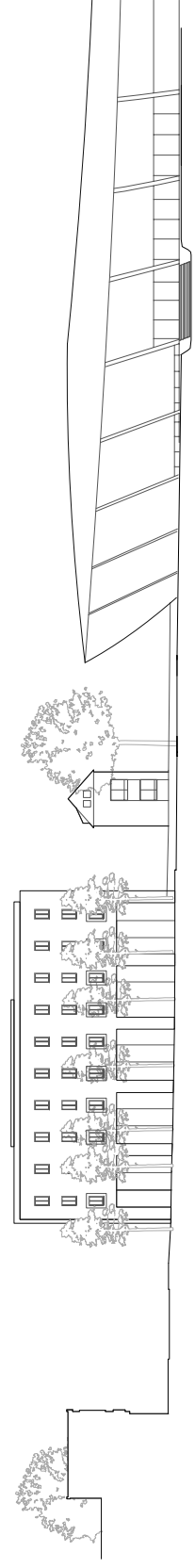
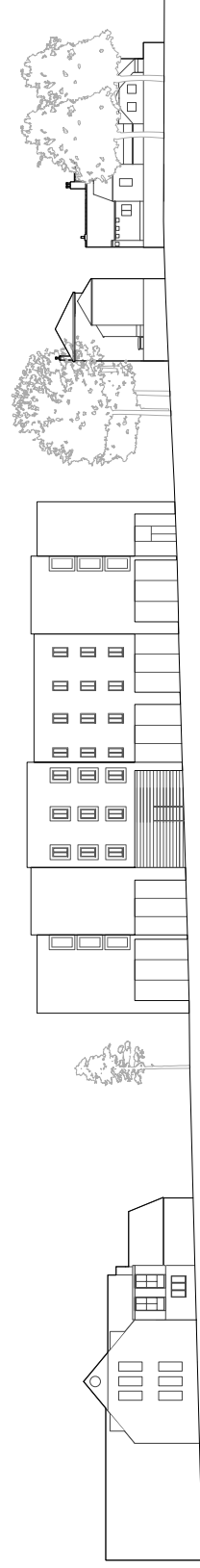
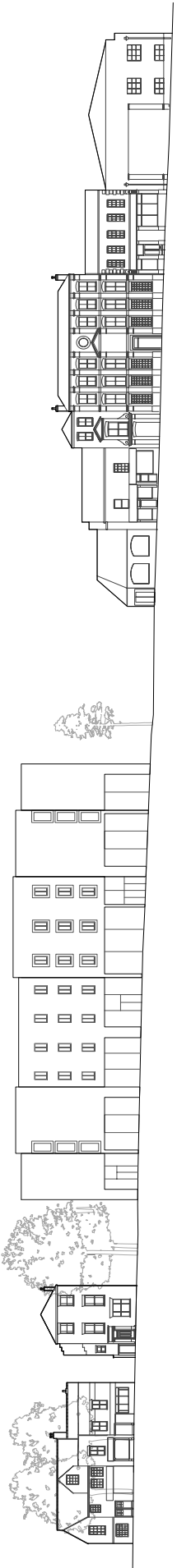
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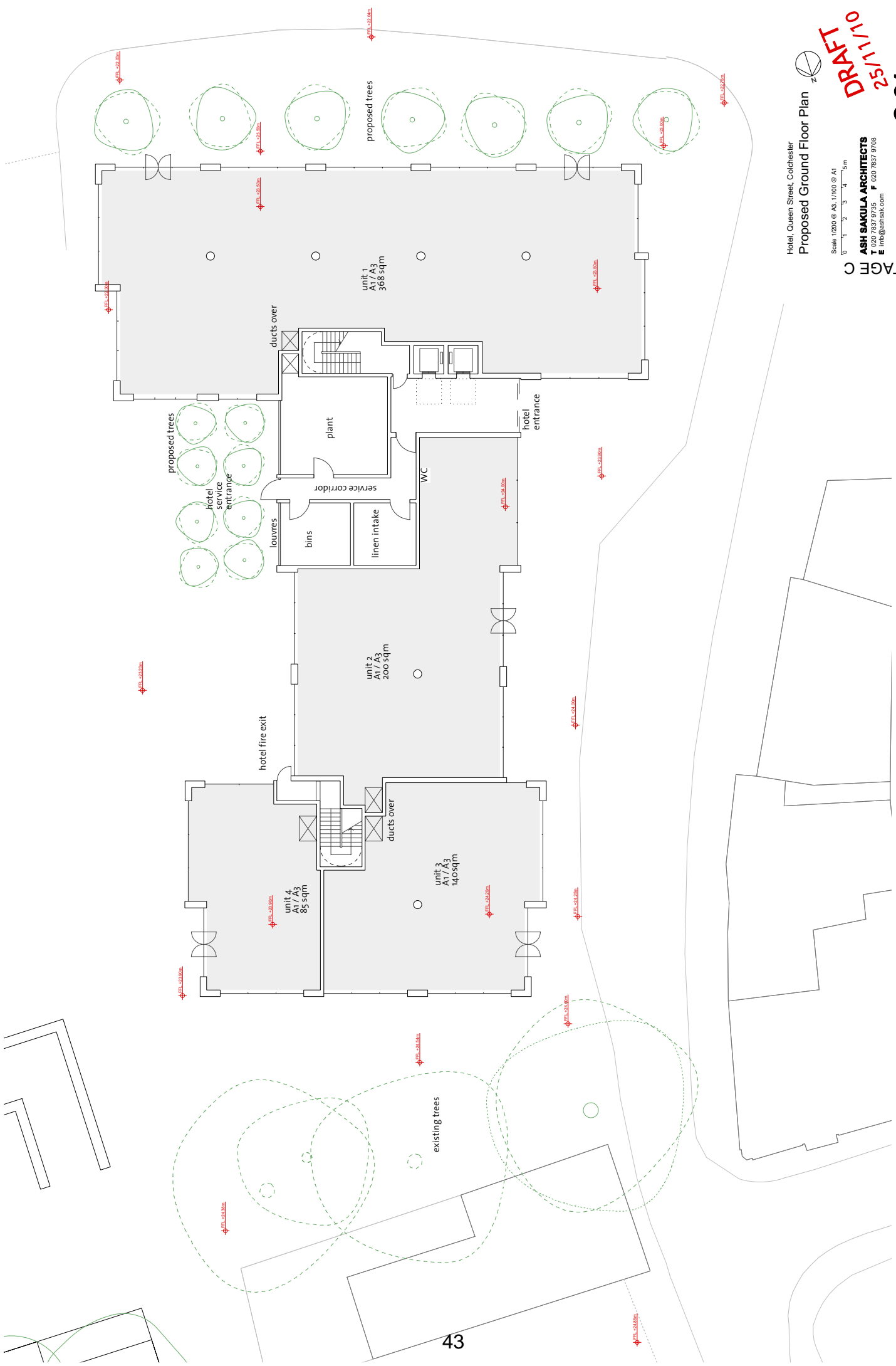
Hotel, Queen Street, Colchester
Proposed elevations
East and west
Scale: 1/500 @ A3

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TRA /
09 March 2010

STAGE C





16 March 2011

Report of	Head of Strategic Policy and Regeneration	Author	Sam Preston ☎282707 Lindsay Barker ☎282253
Title	Proposal to install Photovoltaic (PV) Panels on Social Housing and Corporate Buildings.		
Wards affected	All		

This report concerns an income generation opportunity for the Council to install PV on suitable social housing stock and corporate buildings to generate renewable electricity. The report sets out the main options available along with a risk/benefit analysis for these options.

1. Decision(s) Required

- 1.1 To agree to proceed to tender with a proposal to install PV panels on social housing and corporate properties within the parameters and principles set out in this report subject to the analysis of the tender being reported back to Cabinet for a final decision on whether to proceed with the proposal.
- 1.2 To agree to proceed to tender with the 'Roof space rental' option which will provide the Council with a fixed income for 25 years as the lowest risk, subject to the analysis of the tender being reported back to the Cabinet for a final decision on whether to proceed with the proposal.

2. Reasons for Decision(s)

- 2.1 A new government incentive scheme called the Feed-in Tariff (FiT) has made the generation of renewable electricity a profitable investment opportunity. Colchester's social housing stock and corporate buildings provide a valuable asset of south facing roof space which could be utilised with the installation of PV Panels to generate electricity using energy from the sun.
- 2.2 This report sets out two options for the proposal each of which have risks, costs and benefits associated. A decision on which is the preferred option for the Council will allow further progress through the tender process and allow the proposal to be mobilised as quickly as possible.
- 2.3 Regardless of which option is chosen the Council would need to act quickly with this proposal to ensure that all PV is installed prior to the April 2012 deadline which will see a reduction in FiT's levels.

3. Alternative Options

- 3.1 To decide not to progress the proposal and that no further action is to be taken.

4. Supporting Information

4.1 Feed-in Tariffs

The Feed-in Tariff (FIT's), also known as the Clean Energy Cash Back Scheme, is a government incentive which started in April 2010 and aims to encourage uptake of renewable technologies. The scheme guarantees a minimum payment for electricity generated through a renewable source where energy companies pay a fixed amount of money per unit of renewable energy generated.

The financial incentives for installing PV Panels are now three fold;

- fixed rate income for 25 years of 41.3p/kWh (this rate is for small scale installations, the rate is reduced for larger installation above 4kWp)
- an import fee for energy not used which is fed back into the grid – 3p/kWh
- proportion of free electricity where the residents would use the energy generated.

The potential income through FIT's is fixed for 25 years which offers a secure investment which would not be affected by a change in interest rates or changes in energy prices. However it should be noted that the FITs payments are set to reduce by 8% per annum after April 2012 for new applicants and that there is a possibility of the scheme re-focusing or ending in 2014. This emphasised the need to move this proposal quickly to achieve full installation by April 2012.

4.2 Progress to date

In order to fully understand what is available in terms of finance options, installation capacity and likely issues that will arise the Council has entered into an OJEU restricted process with a number of companies. The process does not commit the Council to proceed with the proposal but has allowed us to gather more information about the various options in order to make a more informed decision.

A total of six companies attended a pre-tender interview where they put forward proposals including cost/benefit analysis for each option. The pre-tender interviews were used to support the decision making process and give more clarification on the options available (they were not used to score any of the companies). During this process the following points were clarified:

- All of the companies were confident that the April 2012 deadline could be achieved subject to an order being received in a suitable amount of time
- It was made clear that we can expect around a 25% reduction in number of properties suitable to install PV due various reasons such as roof structures and shading.
- All of the companies would be capable of delivering this project and most of them could be flexible with finance options
- Through either delivery option Council tenants could receive a benefit either directly through the installation of PV or through community based projects set up with a proportion of the Councils income
- All of the companies have good experience with tenant liaison

4.3 Initial studies show that there are 2000 properties that have South facing roofs within the social housing stock with a further 10 corporate buildings and 20 sheltered housing schemes that could be suitable for PV installations. Two options have been considered as follows:

4.4 Option 1 - Council funded project proposal

This option means that the Council pay for the PV installations themselves to benefit from the full FIT. This is the high risk option and would mean that the Council is responsible for maintenance of the panels.

This option would see the Council paying the full cost of installation of PV, as with option one the resident would benefit from the free electricity generated, however with this option the Council would receive the full FIT including any extra import payments. The figures below show the level of income that this option could generate for the Council alongside potential costs.

The key benefits of this option are:

- Highest income level generated for Council over the full 25 year period with greater returns towards the end of this period
- Council owns the installations and therefore is not tied into any contractual agreements on its stock

Key risks for the Council:

- The Council would be responsible for maintenance of the systems which the companies suggested could be a significant cost per installation
- The Council would be greatly affected if the April 2012 deadline is not met (giving significantly reduced return on investment)
- The Council would have to lease the PV or borrow money for the project which would lower the return on investment
- The Council does not have the in-house expertise to develop a robust specification for this option and would therefore have to use a third party for this, which would in turn prolong the tender period and jeopardise achieving the April 2012 deadline
- The Council would be responsible for the set up of monitoring systems to assess output of panels
- This option required a high initial outlay with a long payback period.

4.5 Option 2 - Roof rental proposal

This option offers the lowest risk to the Council. It means that the Council would allow a company to install PV on its South facing housing stock and corporate buildings. This would be at no cost to the Council and the company would be responsible for all maintenance of the PV.

The company that installs the PV will retain ownership of the panels and therefore receive the FiT payments. The financial benefit for the Council would be to negotiate a proportion of the FiT with the company in return for the roof space provided.

Key benefits of this option are:

- The option is low risk to the Council as they do not have money invested into the project
- It is in the installing company's interest to provide the best quality PV and to ensure good maintenance of the installations
- It is in the installing company's interest to achieve the April 2012 deadline
- The companies are willing to provide significant consultation with Council tenants and have experience in doing so
- This option would only require initial work to set up contracts after which the entire project would be managed by the company at no cost to the Council

Risks associated with this option are:

- Contract arrangements need to be future proof to ensure that the income is guaranteed for 25 years

4.6 Benefit to tenants

The options set out above can offer benefits for housing tenants and leaseholders. The PV panels generate free electricity during daylight hours that can be used in the properties where it is installed therefore reducing energy bills for those tenants. It has been recognised that this benefit should be shared more widely and work is being carried out to develop some key equity principles to ensure this.

4.7 Environmental benefits

The Council is committed to reducing CO2 emissions from its own buildings by 25% by 2012 through a Carbon Management Programme. Although feasibility studies are required to validate figures PV installation on suitable buildings could save 64tonnes CO2/year with an energy cost saving of £13,000/year.

Furthermore, the Council is committed to being a community leader in tackling climate change and the installations on housing stock could provide further emissions reductions of at least 1500 tonnes CO2/year in Colchester.

5 Proposals

- 5.1 It is proposed that the Council undertakes a tender exercise to confirm the feasibility and figures for Option 2 (roof rental option). Upon receipt and analysis of tenders the Council considers appointing a suitable supplier to deliver the project, or decides not to proceed with the project at the Cabinet meeting to be held on 25 May 2011.

If the Council chooses to proceed with the project, it is proposed that:

- CBH take on contract management responsibilities with liaison with the Councils Building Services Manager
- That the Council uses this project as a first phase of a wider Renewable Energy Strategy to enable wider communities to also benefit from this lead.

6. Strategic Plan References

- 6.1 The proposed project will help to achieve the Council's objective to be cleaner and greener.

7. Consultation

- 7.1 There has been consultation with the Council Executive Board and Colchester Borough Homes Board who have been very supportive of the proposal. In order to manage expectation and because no decision to proceed with the proposal has been made, no public consultation has been carried out at present.

- 7.2 If the proposal is undertaken the contractor will be required to carry out extensive consultation as part of the contract and this will also be included in the tender specification.

8. Publicity Considerations

8.1 A full communications plan will be developed to ensure that tenants, leaseholders and the general public are fully aware of the project and kept up to date with progress.

9. Financial implications

9.1 There are a number of finance issues around each of the proposed options and although there has been significant financial analysis so far, further investigation will be required which would be completed through the tender process. If the Cabinet chooses to proceed with the tender, full financial analysis will be included in a further Cabinet report in May.

9.2 For each of the proposed options the Council will need to determine how the income could be used and whether this would be restricted to the HRA fund or whether it could be used under the General Fund. Further research is also needed into VAT implications for the income.

10. Equality, Diversity and Human Rights implications

10.1 There are no equality, diversity and human rights impacts associated as the installations will be based on the orientation and suitability of the property. The procurement process expects all candidates to have equality and diversity policies and this will be assessed through the tender process.

10.2 If Cabinet agree to proceed through the tender process, the PV working group will work with the interested companies to develop some key equity principles to help ensure that any tenant benefits are shared more widely. The principles will be included in a further Cabinet report in May which will support the final decision making process.

11. Community Safety Implications

11.1 The companies involved in the tender process will be asked to demonstrate that they have sufficient plans in place to ensure community safety during installation.

12. Health and Safety Implications

12.1 The companies involved in the tender process will be asked to demonstrate that they have excellent health and safety standards in place.

13. Risk Management Implications

13.1 There are separate risks associated with each of the proposed options. A full risk assessment will be completed for the option that is decided upon.

