



## Corporate Resources Scrutiny Committee

### Briefing Paper

Report of: Ian Miller, Chief Executive

Date: Thursday 9<sup>th</sup> September

Open

### Single Site

#### 1. Summary

1.1 This report gives an update on progress with purchase of the site and on the project generally.

#### 2. Key Issues

##### 2.1 Post purchase of the site and ground works

Following the update of 8<sup>th</sup> July, matters have now progressed on the ground including the accurate pegging out of the site and the subsequent ground gas monitoring in liaison with the Environment Agency. The report from Johnson, Poole & Bloomer concludes that the gas levels are 'very low to low risk' to the proposed development. Further liaison is taking place with the Environment Agency on other ongoing tests.

##### 2.2 Design brief and planning application

The Transformation Board considered the updated designs produced by Broadway Malyan at its meeting on 3 August and provided feedback and questions on a number of issues.

Another full Member Briefing was held on the 31<sup>st</sup> August to update Members on further developments in the design.

By the time of the Committee's meeting, the revised design brief will have been considered by the Transformation Board at its meeting on 7 September. When it has then been formally signed off by the Corporate Management Team in consultation with the Leader (in line with the Cabinet's decision in July), the planning application will be submitted during September.

##### 2.3 Procurement

The Tender process to procure the main contract is planned to begin in September with the issue of the OJEU (Official Journal of the European Union) notice seeking expressions of interest. This will be followed up with a Pre Qualification Questionnaire (PQQ) with the aim of reducing the

numbers of contractors. The design brief, which will formulate the basis of the Tender documents, is being developed in conjunction with stakeholder requirements. The Tender documents are expected to be issued in November 2010. It is anticipated the contract will be awarded by January/February 2011.

#### **2.4 Discussions with Potential Partners**

Potential partners have now confirmed that they will not require specific dedicated office space in the new Single Site with the exception of the Shared Regulatory Service which has confirmed it will require six desk spaces.

#### **2.5 Sustainability**

The Transformation Board accepted the recommendations that were made to it by scrutiny committees in respect of including appropriate energy efficiency measures in the building, including heat source pumps.

The Energy and Climate Change Secretary Chris Huhne MP has recently announced that he is lifting the long-standing ban on Councils selling renewable energy to the Grid. This will allow Councils to cut energy bills and potentially make significant income from green power.

Our consultants are currently investigating the use of roof top solar hot water panels and these will be looked at in further detail through the sustainability feasibility study, which will include initial outlay and repayment periods.

While we await their final advice, it is possible that the consultants will not be recommending the inclusion of additional solar panels (i.e. beyond those needed for the building itself) due to high manufacture and installation costs and lengthy pay back periods. It would make sense for the council to include additional generating capacity in the building only if the financial return was sufficiently attractive.

The consultants are also investigating the availability or otherwise of grant funding.

### **3. Options**

To note the developments outlined in this report.

### **4. Consultation**

A regular report will continue to be brought to this Scrutiny Committee.

### **5. Related Decisions**

None to note

**6. Relevant Council Policies/Strategies**

- 6.1 Single Site
- 6.2 Mobile and Flexible Working
- 6.3 Sustainability Strategy

**7. Wards affected**

All Wards

**8. Appendices**

None

**9. Background Papers**

Report to Council on 29/07/09

Progress report to Corporate Resources Scrutiny Committee,  
11/02.10, 18/03/10, 15/04/10, 8/07/10

Report to Cabinet 20/04/10

Member Seminars 17/06/10, 29/7/10 & 31/8/10

**Officer Contact Details:**

|                |   |
|----------------|---|
| Name           | Ian Miller/Caroline Newlands  |
| Title          | Chief Executive/Director of Legal and Corporate Services                  |
| Contact Number | 01562 732702 / 01562 732715   |
| Email:         | ian.miller@wyreforestdc.gov.uk /<br>caroline.newlands@wyreforestdc.gov.uk |