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Chief Executive

AGENDA

Committee:	SCRUTINY
Date and Time:	Wednesday 5th June 2019 at 7.30 p.m.
Venue:	Council Chamber
Membership:	Councillors Blackwell (Chairman), Mrs Blissett, Cutler, Dick, Greig, Sharp, Skipp and Tucker
Officers attending:	Mr Andrew Smith – Strategic Director Miss Ann Horgan – Scrutiny Officer
Enquiries:	Miss Ann Horgan , Ext. 2413

PART I

(Business to be taken in public)

- 1. Apologies**
- 2. Members' Interests**
- 3. Call In – Feedback on Public Consultation regarding the New Paddocks Community Hall**

The Chief Executive has received a request from the Chairman of the Scrutiny Committee to Call In the decision of the Cabinet made in respect of the Feedback on Public Consultation regarding the New Paddocks Community Hall.

A report is attached for consideration.

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Committee: SCRUTINY COMMITTEE

Date: 5th June 2019

Subject: Call In – Feedback on Public Consultation regarding the New Paddocks Community Hall

1. Purpose of Report

To inform the Committee of the request received by the Chief Executive from the Chairman of the Scrutiny Committee to Call In the Cabinet decision on the Feedback on Public Consultation regarding the New Paddocks Community Hall.

2. Background

At the meeting of the Cabinet on 20th March 2019, the Cabinet considered a report on the Feedback on Public Consultation regarding the New Paddocks Community Hall.

Set out below is the Minute:

Agenda Item 6a Minute 80 – Feedback on Public Consultation regarding the New Paddocks Community Hall

Cabinet considered a report dealing with the feedback on the public consultation exercise recently undertaken by a member working group to help inform the design of the new Paddocks Community Hall, and how the project should be progressed in light of this feedback.

Resolved:

1. To note the consultation feedback;
2. To confirm Cabinet's commitment to retaining the splash park and war memorial on the Paddocks complex;
3. To Cabinet's confirm intention to retain and operate the existing Paddocks Hall until such time as the new facility has been built and is available for hire;
4. That a planning appraisal setting out potential opportunities and constraints for the Paddocks site is undertaken to help inform the future layout of the site and the siting of the new community facility;

5. That Specialist advice is sought in order to better understand potential future demand for larger scale entertainment events;
6. That the Strategic Director (Resources) in consultation with the Cabinet Member for Finance, Policy and Resources is given delegated authority to drawn down from reserves the funding required to cover the cost of the specialist advisors;
7. That a design brief is produced for a modern, multi-functional, flexible community facility capable of accommodating both small groups, i.e. less than 20 people through to functions catering for up to 500 seated guests;
8. That an architect is appointed to develop conceptual building designs having regard to the design brief; and that
9. That regular progress reports are presented to Cabinet

A copy of the report before the Cabinet is attached together with previous reports in October and January 2018 to assist the Committee.

3. Present Position

The Chairman of the Scrutiny Committee submitted a request to the Chief Executive on 27th March 2019 seeking to Call In the Cabinet decision on the for the following reasons:

- that the decision was not taken in accordance with the Council's decision making principles in that the consultation is flawed and
- proper regard had not been had for all relevant and material considerations.

As a result of this request the Cabinet decision cannot be progressed at all pending consideration of this Call In.

Arrangements for consideration of this Call in were deferred until after the Borough Elections.

Members of the Cabinet have been notified of the Call In and will address these reasons and set out the reasoning for its decision.

4. Proposals

The Committee will need to consider the report before the Cabinet and the request for Call In.

The Committee will need to be satisfied that the consultation was flawed and the matters raised by Call In were material considerations which should have been considered by the Cabinet before reaching its decision.

The Committee will need to hear from the Cabinet Members concerned.

If having considered the report and heard from the Cabinet Members the Committee is of the view that the matters raised by the call in should be considered further by the Cabinet then the Committee should refer the reasons back to the Cabinet for consideration.

If having considered the report and heard from the Cabinet Members and Officers the Committee is of the view that no further action is require the decision can be implemented.

5. Financial implications

This was addressed in the report before the Cabinet.

6. Legal implications

The Council's Constitution sets out the circumstances in which Call in can be exercised.

7. Human resource and equality implications

None have been identified

8. Asset Management implications

These are addressed in the report before the Cabinet

9. Links to Council's priorities and objectives

The provision of a new community hall on the Paddocks site, Canvey Island links with all the Council's priorities.

10. Timescale for implementation and risk factors

The implications of the Cabinet decision are described in full in the Cabinet report.

Recommendation:

The Committee is requested to consider the Call In of the Cabinet decision on Feedback on Public Consultation regarding the New Paddocks Community Hall.

Background Papers:

Cabinet Report Item 6 a Feedback on Public Consultation regarding the New Paddocks Community Hall. 20.3.2019

Report author:

Ann Horgan – Scrutiny Officer

AGENDA ITEM NO. 3

Committee: SCRUTINY COMMITTEE

Date: 5th June 2019

**Subject: Call In – Feedback on Public Consultation regarding the
New Paddocks Community Hall**

BACKGROUND DOCUMENT LIST

- 1. Cabinet Report Item 6 a Feedback on Public Consultation regarding the
New Paddocks Community Hall. 20.3.2019**
- 2. Cabinet Report Item 7c Future Proposals for the Paddocks Community Hall,
Long Road, Canvey Island 18.10.2018**
- 3. Cabinet Report Item 7 b The Paddocks Long Road Canvey Island 17.1.2018**

CABINET

20th March 2019

Subject: Feedback on Public Consultation regarding the New Paddocks Community Hall
Cabinet Member: Councillor Mumford – Regeneration and Business Liaison
Councillor Varker – Environment and Leisure
Councillor Sheldon – Commercial Contracts and Commercial Opportunity

1. Purpose of Report

To (1) consider the feedback on the public consultation exercise recently undertaken by a member working group to help inform the design of the new Paddocks Community Hall, and (2) to agree how the project should be progressed in light of this feedback.

2. Links to Council's priorities and objectives

The provision of a new community hall on the Paddocks site, Canvey Island links with all the Council's priorities.

3. Recommendations

It is recommended that:

- 1) Cabinet notes the consultation feedback;**
- 2) Cabinet confirms its commitment to retaining the splash park and war memorial on the Paddocks complex;**
- 3) Cabinet confirms its intention to retain and operate the existing Paddocks Hall until such time as the new facility has been built and is available for hire;**
- 4) A planning appraisal setting out potential opportunities and constraints for the Paddocks site is undertaken to help inform the future layout of the site and the siting of the new community facility;**

- 5) **Specialist advice is sought in order to better understand potential future demand for larger scale entertainment events;**
 - 6) **The Strategic Director (Resources) in consultation with the Cabinet member for Finance, Policy and Resources is given delegated authority to drawn down from reserves the funding required to cover the cost of the specialist advisors;**
 - 7) **A design brief is produced for a modern, multi-functional, flexible community facility capable of accommodating both small groups, i.e. less than 20 people through to functions catering for up to 500 seated guests;**
 - 8) **An architect is appointed to develop conceptual building designs having regard to the design brief; and that**
 - 9) **Regular progress reports are presented to Cabinet.**
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4. Background

At the Cabinet meeting on 16th October 2018 it was resolved to (1) demolish the existing facility and replace it with a new, modern facility specifically designed to meet current and future requirements, and to (2) undertake a member led public consultation including residents, existing and potential future users of the facility and other stakeholders to help inform the design brief and to further develop the business case for the new facility.

A member working group which included Councillors Mumford, Varker and Sheldon was subsequently established to undertake the consultation. As well as an on line questionnaire, the working group members met with regular hirers of the existing facility, potential hirers of the new facility and representatives from the Jewish Community. They also met with an entertainment and theatre producer.

The on line consultation entitled '*The New Paddocks ,A Place for Entertainment and a Social Hub at the Heart of the Community*' went live on 18th December 2018 and closed on 14th February 2019. In total 613 questionnaires were submitted. Of the 613 responses 589 were from Castle Point residents and 540 of them lived on Canvey Island.

204 respondents were residents who attend a group that uses the Paddocks, with some attending more than one group. The U3A had the largest representation with 167 responses submitted by its members.

76 respondents said they had never used the Paddocks whilst 442 had attended within the last year, and of these 215 had attended within the last month.

The reasons for attendance were many and varied with a wide range of uses being listed which included one off personal parties, slimming clubs through to larger scale regular group meetings e.g. U3A and Age Concern, and annual civic events such as Armed Forces Day, etc.

In response to the question asking the reason for non-attendance, the most popular response was “I don’t know what’s on” (74 responses), followed by “nothing on that I want to see” (29 responses), followed by “condition of the facility” (18 responses).

In respect of future use of the new facility there was a desire to expand on the current usage and for the provision of a broader range of community and social activities and events suitable for people of all ages.

When asked if they would support and attend the venue if a better programme of events and entertainment were to be offered at the new Paddocks, 477 respondents said they would whilst 39 stated that they would not.

As many of the questions in the on-line survey allowed residents to use free text it has not been possible to provide quantitative responses to all the questions.

In terms of what people would like to see in the new facility, there was strong support for a licensed bar and café. The provision of good quality toilet facilities was also deemed very important. The majority of people favoured the provision of a large hall capable of accommodating circa 500 people seated but there was also strong support for a range of smaller hall sizes which would be more suitable for smaller gatherings.

In response to the invitation to submit other comments about the new Paddocks and its future, maintenance of the new facility was a key concern as was retention of the splash park and free car parking. Many respondents stated that they did not want any houses/flats to be built on the site and many commented that they would prefer the existing facility to be refurbished rather a new facility being rebuilt. Refurbishment would necessitate closure of the facility for a prolonged period whilst the works were undertaken and this option was ruled out following the discussions that took place at the October 2018 Cabinet meeting when it was concluded that the new build option was the most appropriate way forward.

The consultation has confirmed what we already know in that the existing facility caters for a wide range of activities and groups. The new facility will need to provide a multi-functional, flexible space which can be adapted to suit the needs of all existing and new groups that wish to hire the facility. It will need to be operated on a commercial basis whilst at the same time its use will need to remain affordable, particularly for the small community groups that would wish to use it.

5. Corporate Implications

a. Financial implications

The Council must set a balanced budget each year. However, the financial forecast currently indicates an unbalanced budget from 2020/21 meaning that the Council would need to rely on reserves in order to maintain services until the budget is balanced. Any new / additional revenue commitments would further impact on the Council’s ability to set a balanced budget in future years.

The estimated cost of building a new facility was originally estimated at £4.3m but this will need to be revised once the final building size and design has been agreed. An estimated additional £1.4m will be required for the works to the car park.

In order to safeguard any new facility at the Paddocks from threat of discontinuation at a later date, it is desirable that the facility is self-sufficient. It would be illogical for the Council to take a decision now to provide a new facility which would result in an increased financial burden in years to come. The concept of self-sufficiency for discretionary services such as the provision of community halls, is in line with the Council's commercial principles.

The refreshed business case which will be considered at a future meeting of Cabinet will need to demonstrate that the new facility can be operated at no additional cost to the Council and ideally on a cost neutral basis.

Specialist advice will be required to progress the project to the next stage. There is no budget for this work so it will be necessary to draw down from reserves once the cost is known.

b. Legal implications

None directly associated with this report.

c. Human resources and equality implications

It will be necessary to engage specialist consultants in order to progress this project further. The size and nature of the fully accessible new facility will determine the future staffing requirements.

d. Timescale for implementation and risk factors

Regular progress reports will be submitted to Cabinet.

6. Background Papers:

Cabinet report – Future proposals for the Paddocks Community Hall, Long Road, Canvey Island, 16 October 2018

Public Consultation Questionnaire and analysis – February 2019

Report Author: Trudie Bragg, Head of Environment

CABINET

16th October 2018

**Subject: Future Proposals for the Paddocks Community Hall,
Long Road, Canvey Island**

Cabinet Member: Councillor Mumford – Regeneration & Business Liaison

1. Purpose of Report

To report to Cabinet, the conclusion of the business case for the provision of a Community Hall at the Paddocks, Canvey Island.

To enable Cabinet to take a decision on the way forward.

2. Links to Council's Priorities and Objectives

- **Health and Community Safety**
- **Environment**
- **Housing and Regeneration**
- **A Commercial and Democratically Accountable Council**

3. Recommendations

That Cabinet:

- 1. Note the content of this report, particularly the proposal for stakeholder consultation and indicative project timeframes;**
 - 2. Consider the report and take a decision on whether to pursue either**
 - a) A remodelled / reconfigured facility as referred to within section 6.4.**
 - or**
 - b) A new build, purpose built facility as referred to within section 6.5.;**
 - 3. Approve the engagement of specialist advisors to support delivery of the project; and**
 - 4. Note the intention to develop plans for operational service delivery (including resources), marketing and promotions.**
-

4. Background

- 4.1 This report follows the report made to Cabinet in January 2018 which subsequently resulted in the production of a detailed business case for the provision of a Community Hall on the Paddocks site.
- 4.2 The business case considered whether:
 - a) A new or refurbished / remodelled facility could meet all of the requirements as set out within the January report.
 - b) The requirements of existing users could be accommodated.
 - c) Provision of a Community Hall could be financially viable.
- 4.3 The scope of the business case excluded aspirations that the Council may have above and beyond the existing use of the current facility. It is however acknowledged that there is potential to further expand use of the facility.
- 4.4 The key driver for the business case was to identify a financially sustainable option which meets the needs of the community.

5. Business Case – Summary Findings

- 5.1 The business case is informed by feedback from some existing customers, historical financial and statistical information held by the Council as well as surveys and studies undertaken by specialist consultants and contractors.
- 5.2 Considerable financial modelling work tested the potential impact of changes in assumptions including occupancy, operational costs and revenues before the “most viable” scenarios were adopted to inform the conclusions below. However, more detailed work will be undertaken through the design brief and consultancy process.
- 5.3 Summary findings:
 - 1. The Paddocks is the largest community venue in the Borough able to accommodate events for up to 500 seated attendees, but is rarely used to full capacity.
 - 2. Whilst the facility is much loved by the local community this is not reflected in bookings / use, with average occupancy levels at the facility being very low. A significant proportion of the existing facility has not been operational for some years. The occupancy rate for the open aspects of the facility is currently running at **22%** (overall).
 - 3. The greatest proportion of hirers are regular as opposed to one-off. Regular hirers are attracted to use the facility by its location and relative low cost compared to alternative providers. Hall 3 achieves the greatest occupancy at **31%** and generates **36%** of overall income. By comparison, the Main Hall (largest hall) has an occupancy level of **18%** and generates **31%** of overall income.
 - 4. Compared to alternative facilities for hire within the catchment area, and similar facilities provided by other local authorities generally, hire charges for the Paddocks are relatively inexpensive.
 - 5. The net operational cost of the facility for 2017/18, excluding apportioned corporate costs, was in the region of **£89k**. This is

budgeted to increase to **£110k** for the current financial year with an element of this increase being driven by additional security costs. Net operational costs are anticipated to average **£165k** pa for the period 2020/21 to 2029/30¹.

6. The Hall has in the past been subject to break-in and vandalism and more recently anti-social behaviour. These issues have impacted on the operation of the hall resulting in negative press, the loss of some existing and potential bookings and a planned increase in security attendance at the Hall during the winter months at additional cost.
7. Financial modelling indicates that in order to achieve a cost neutral position based on existing operational costs, an occupancy level of **47%** would be desirable.

Or

8. An occupancy level of **42%**, combined with a reduction in operational costs of between **5%** and **10%** would also achieve a cost neutral position.

6. Provision of a Community Hall - Options

- 6.1 The business case explored a number of options ranging from repair of the existing facility through to a new build option, with a number of iterations in between. Final options were arrived at and are summarised in the table below.
- 6.2 The capital cost for each option is shown alongside the consequential impact on net operational / revenue cost of the facility. The outcomes from financial modelling work referred to above are reflected within the information below.

Option	Capital Cost £m	Revenue Cost £000's	Annual impact on Financial Forecast (Improvement) £000's
Reconfigured Community Hall (6.4 below)	4.1	103	(62)
New Build Community Hall (6.5 below)	4.3	63	(105)

- 6.3 The capital costs shown above are “cost estimates” and would be subject to full tender as set out further on in this report. These two options are expanded upon below.

¹ Timeframe selected for comparison purposes - allowing time for completion of works.

6.4 *Repair & refurbish the building with remodelling and reconfiguration of the internal layout of the facility to meet current and future requirements, combined with an increased level of occupation.*

6.4.1 In addition to addressing repair and maintenance requirements identified through specialist surveys, this option includes the following remodelling works:

1. Various options to improve entrance to and egress from facility
2. New reception and office adjacent to potential new Main Entrance
3. Sliding/ folding division to Main Hall
4. Lift access to First Floor proposed from Main Hall/Third Hall Lobby
5. Accessible WC proposed adjacent to Main Hall and Lift
6. Second Hall accessed from Main Entrance and North-East Lobby
7. New bar facilities proposed to Second Hall - all halls to have bar facilities
8. Existing Second Hall converted to Third Hall and rentable Office/ Meeting space
9. Third Hall and Office/ Meeting spaces to be accessed from additional entrance and reception, for improved security
10. New stair at West End to proposed First Floor (subject to first floor structural assessment)
11. Stage Facilities upgraded in existing location
12. Main Bar Facilities upgraded in existing location
13. Rentable Meeting space accessed from main corridor

6.4.2 This option retains the external appearance and flat roof design of the existing facility and is intended to bring the existing facility up to a modern operational standard, addressing as far as is practically possible all known issues and limitations. The final result would to all intents and purposes “feel” like a new facility.

6.4.3 There are limits to how far a remodelled option could be taken in terms of improvements to energy efficiency and reduction on its carbon footprint. The size of the existing facility is significantly larger than the option considered within the earlier feasibility study and as a consequence is more expensive to operate.

6.5 *Demolish existing facility and replace with a new, modern facility specifically designed to meet current and future requirements.*

6.5.1 A new purpose built facility, capable of catering for and presenting a wide range of events and activities to maximise the venue’s commercial potential. A detailed design brief will be drawn up after the completion of a comprehensive consultation process and the appointment of a specialist scheme architect.

6.5.2 The precise configuration would require careful design to ensure that peak time demand could be accommodated.

6.5.3 A new build facility would present opportunities to influence through design, ongoing operational costs as well as environmental considerations, energy efficiency, maintenance and improved security in order that the new build is fit for use as a modern venue for many years to come.

6.5.4 All of the aspects identified within 6.4.1 could be accommodated within a new built facility.

- 6.5.5 It would be possible to design the building in such a way as to reduce the occurrence of antisocial behaviour and vandalism.

7. Conclusion to the Business Case and Next Steps

- 7.1 The existing Community Hall, whilst being a well loved landmark on the Island, is not well used and is a significant financial burden which is currently underwritten by the general council tax payers of the Borough.
- 7.2 Financially and operationally, the better option would be to replace the existing facility with a purpose built modern facility. This option would have an ongoing, positive impact on the Council's financial plans whilst having no detrimental impact on users of the facility.
- 7.3 Following a decision by Cabinet, it will be necessary to undertake stakeholder consultation and to engage specialist support for the project going forward (section 8).
- 7.3 Detailed operational planning will build upon the prudent basis of the business case and result in a business plan for the facility which will include existing and aspirational uses for the facility. This will need to be supported by a detailed operational service plan and marketing and promotion plan.

8. Consultation

- 8.1 A consultation strategy is currently being established which will primarily be a member led process including residents, existing and potential future users of the facility and other stakeholders.
- 8.2 The consultation will focus on the specifics of what consultees might like to see included in the facility.
- 8.3 At the time of writing this report it is anticipated that the consultation will commence in November, to last approximately six weeks with a report back to Cabinet.

9. Procurement

- 9.1 Due to the estimated financial value of the options considered within the business case, the procurement process going forward will currently be subject to the European Procurement Regulations.
- 9.2 All contract opportunities exceeding the predetermined thresholds are advertised across the EU via the Official Journal of the European Union (OJEU). This aims to treat all enquiries equally and avoid discrimination on the grounds of nationality or the origins of goods and services.

Issue the Contract Notice	Required to be advertised for a minimum of 30 days
Issue Invitation to Tender	Good practice to leave a min of 30 days
Tenders Submitted and	In order to ensure a well informed

Opened	response a period of four weeks should be allowed for return of tenders. Evaluation a further two weeks
Tender Evaluation – against predetermined award criteria	Can take 2 weeks, dependant on the number and who analyses the tender submissions
Award of Contract	Required at least 10 day standstill period
Contract Award Notice	This notice needs to be advertised in OJEU within 48 days

The entire procurement process will form part of the Council's "PROMPT project management programme".

The EU procurement process is estimated to take 4.5 months. The entire procurement process including preparation of specifications will take considerably longer. Please see also section on timescales below.

10. Corporate Implications

(a) Financial Implications

As referenced in the main body of this report.

Funding options will be identified by the Council's Chief Finance Officer in consultation with the Cabinet Member with responsibility for Finance.

The Council must set a balanced budget each year. However, the financial forecast currently indicates an unbalanced budget from 2019/20 meaning that the Council would need to rely on the use of reserves in order to maintain services until the budget is balanced. Any new / additional revenue commitments would further impact on the Council's ability to set a balanced budget in future years.

Given this financial context, it is essential that the Council ensure that every opportunity to reduce ongoing costs is explored. The options explored within this report would have a positive impact on the Council's financial plans.

Community and leisure facilities, whilst important to residents are discretionary functions for a local authority. Except in cases where a discretionary function makes a positive financial contribution most authorities are endeavouring to scale down or discontinue these services entirely.

In order to safeguard any new facility at the Paddocks from threat of discontinuation at a later date, it is desirable that the facility is self-sufficient. It would be illogical for the Council to take a decision now to provide a new facility which would result in an increased financial burden in years to come. The concept of self-sufficiency for discretionary services is in line with the Council's commercial principles.

(b) Legal Implications

There are no legal implications arising directly from this report.

Review of title deeds for the Paddocks site has been undertaken. The Council owns the freehold of the site. There are no onerous obligations imposed in the title to the site which would impact on the Council's options referred to above.

Reference is made above to the procurement process that the Council must follow pursuant to the EU Procurement Regulations.

(c) Human Resources and Equality Implications

Human Resources

Largely within existing resources, engagement of specialist consultants and other external services as required.

Equality Implications

None arising directly from this report.

11. Timescale for implementation

Key project milestones and indicative timeframes are as follows:

November 2018

Stakeholder consultation.

Engagement of consultants – to support design of facility and procurement process.

December 2018

Analysis of consultation results and finalisation of scope for operational service and requirements for new / reconfigured facility.

January 2019 – March 2019

Refresh of business case.

Report to Cabinet for decision to proceed.

Project Initiation Documentation / Project Planning

February / March 2019

Draft specification and production of tender documents

March 2019 – September 2019

Tender & procurement process (see section on procurement).

Report to Cabinet – decision to proceed / not to proceed.

12. Risk Factors

The following high level risks are recorded at this early stage. Further risks identified will be recorded on a project risk register and addressed or reported to Cabinet as appropriate.

1. Outcomes from a survey of statutory services within the site – currently in progress - may hinder the location of a new hall or introduce additional expense.
2. Aspirations for community hall exceed available resources.

13. Background Papers

The Paddocks Community Hall & Site Business Case and supporting financial modelling (June to September 2018)

The Paddocks – Investigation of retrofit & order of cost estimate – Keegans & EDC Architects (August 2018)

The Paddocks – Refurbishment options – Keegans (April 2018)

The Paddocks - Cabinet Report (January 2018)

The Paddocks - 20 year occupancy report – Keegans (September 2014)

Report Author: Chris Mills – Strategic Director (Resources)

CABINET

17th January 2018

Subject: The Paddocks Long Road Canvey Island

Cabinet Member: Councillor Riley - Leader of the Council – Strategic Partnerships

Councillor Smith - Regeneration & Business Liaison

1. Purpose of Report

1.1 This report is to inform the Cabinet of proposals for The Paddocks site, Long Road Canvey Island.

2. Links to Council's priorities and objectives

2.1 The initiatives described in this report are directly linked to the Council's "Transforming our Community" priority – incorporating objectives for a sustainable future.

3. Recommendations

3.1 That Cabinet note the current condition of the existing Paddocks building;

3.2 That Cabinet note the opportunities afforded by a careful analysis of the wider site area;

3.3 That Cabinet note the preparation of a detailed business case for a new community hall on the Paddocks site;

3.4 That Cabinet receive further reports on the proposal as the business case evolves.

4. Background

History

- 4.1 At its meeting on 18th October 2017, the Cabinet received a report on regeneration initiatives underway in the Borough.
- 4.2 That report explained that a further phase of feasibility work was required for proposals for new community space and facilities at The Paddocks site. Cabinet approved a sum of £8,000 from reserves in order to commission architects to complete this work.
- 4.3 This work has now concluded, and Cabinet is now invited to consider the conclusions.

Current position

- 4.4 As Cabinet will be aware, the Paddocks site is situated on the south side of Long Road just to the south west of Canvey town centre.
- 4.5 The site accommodates a number of buildings and users:
 - The Paddocks Community Centre – a two storey building in the centre of the site operated by the Borough Council
 - The Canvey Primary Care Centre – a three storey building to the east of the site operated by the NHS
 - A Paddling Pool facility - an open air facility with associated outbuildings situated to the south west of the site operated by a lessee of the Borough Council
 - Canvey Island Senior Citizens Association (CISCA) House – a single storey building and associated car park offering community uses located to the north east corner of the site, leased to and operated by a charitable organisation
 - Car parking managed by the Borough Council
 - War Memorial and Gardens to the front of the Community Centre
- 4.6 Recently it has become evident that the Paddocks Community Centre building is in need of modernisation, and the opportunity has been taken to review whether this amenity is still required and if so what form it should take.
- 4.7 In conducting this review it is also evident that there is an area of land to the south of the Canvey Primary Care Centre which is currently underused amenity land and which could serve a more useful purpose.
- 4.8 It has also become evident that significant pressure exists for car parking space on the site because of the popularity of Canvey Primary Care Centre, the uses at The Paddocks Community Centre and the Paddling Pool and because this car park also serves the town centre and provides for long stay car parking, for which there is currently no charge.

Feasibility work principles

- 4.9 In preparing for the feasibility work to be completed describing future options for the site, certain key site principles were established.
1. It is essential that, if the Paddocks Community Centre building was beyond economic repair, a new community facility should be provided on site.
 2. It is essential that during the construction of a new community facility the existing Paddocks Community Centre building should remain open and available for use.
 3. The existing access into the site from Long Road should not alter.
 4. The existing War Memorial and Gardens should not be affected.
 5. The opportunity should be taken to re-organise the car park layout at the site to improve circulation routes and maximise the numbers of parking spaces available, in conjunction with the NHS and the Canvey Primary Care Centre.
 6. The existing Paddling Pool facility would need to be replaced with a splash Park/Water Play area elsewhere on Canvey Island.
 7. Opportunities should be taken to provide funding for the new community facility from “enabling development” on the site of the existing Paddling Pool facility.
- 4.10 Finally, the operation and management of the on-site facilities should be affordable and sustainable in the longer term.

Feasibility work outcome

- 4.11 The conclusion of feasibility work reveals that the Paddocks Community Centre building has reached the end of its design life and is beyond economic repair. Operationally, the facility has limited flexibility, does not meet modern hire requirements, is energy inefficient and costly to run and it suffers from periodic recurrent anti-social behaviour issues. The feasibility work shows however that it is possible to construct a new community facility immediately to the south-east of the existing building. This could potentially provide a reception area, café and seating area, kitchen and server, WCs and a flexible meeting space sufficient to accommodate three separate hall each 15m by 10m, or one larger hall measuring 15m by 30m.
- 4.12 Because the new community facility would be located to the south east of the existing Paddocks Community Centre building it would also have the benefit of improving security around the southern boundary of the site and the rear of the new building.

- 4.13 The new layout would also allow the future redevelopment of the Paddling Pool facility for enabling development with potential access from Clifton Road to the west.
- 4.14 Finally it would be possible to re-configure the car parking layout across the whole site, to provide an indicative capacity of approximately 380 spaces.
- 4.15 This compares to an existing car parking capacity at the site of approximately 200 spaces.

Next steps

- 4.16 In order to test the financial viability of the feasibility study it is now necessary to prepare a detailed business case setting out the likely costs of developing the site in the way envisaged, the likely contribution from the potential future “enabling development” and the potential future arrangements with the NHS regarding car parking for the Canvey Primary Care Centre.

5 Corporate Implications

a. Financial Implications

- 5.1 Cabinet is asked to note the preparation of a business case following feasibility study work for improved community amenities at the Paddocks site.
- 5.2 The business case will be mindful of the principles set out at 4.9 above and include consideration of:
 - a) The current operational costs of the existing facility.
 - b) Future existing and potential operational requirements of a new facility.
 - c) Costs and revenues of providing a new facility (capital and revenue) and funding options available to the Council.

b. Legal Implications

- 5.3 Any future development of the site will need to be progressed in accordance with Council procedures, and the law regarding council developments.

c. Human Resources & Equality Implications

- 5.4 There are no implications of this kind arising from the recommendations in this report.

d. Timescale for implementation & risk factors

- 5.5 The work on a detailed business case for new community amenities at The Paddocks will need to be thorough and comprehensive, taking into

account projected development costs and existing and future revenue costs. This piece of work is scheduled for completion by end of June 2018.

6 Conclusions

- 6.1 The Paddocks site on Canvey Island is an important community asset, and it is therefore entirely appropriate that the condition of the asset and its potential are regularly reviewed.
- 6.2 The Paddocks Community Centre building is recognised as a unique and valued space and therefore as it reaches the end of its design life, there is an important opportunity to review and plan for a new future community facility.
- 6.3 The construction of a new Community Centre will be dependent on “enabling development” on other parts of the site.

Background Papers

None

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