

Corporate Director of Corporate and Adult  
Services

### New Ways of Working – Pilot Option

#### SUMMARY

- 1.1 It has been proposed that an area within one of the council's buildings should be fitted out to demonstrate the proposed work stations and office layout that will be progressively installed throughout the Council's property to facilitate the 'New Ways of Working'. Roman House and the Council House have both been considered as suitable for the demonstration area. As the Council House is likely to be the first building to be refurbished under the Council's accommodation strategy project it has been decided to create the sample area there.

Having examined the building the design team have identified the link bridge that runs across the courtyard as the most practical part of the Council House to create the demonstration area. This option involves the least amount of structural building work and the lowest amount of disruption to the other building users. Senior management responsible for both floors are in support of the proposal to use the bridge as the demonstration area.

- 1.2 The design team have prepared two options for creating the demonstration area on the bridge; both of which have benefits and dis-benefits.
- 1.3 **Option one** is to create the sample area on the lower floor of the bridge only. This is already an open plan area and would not require much work to fit out, leading to a relatively short construction period. The work may be structured in such a way that some of the floor area can remain occupied whilst the other part is refurbished limiting the disruption of decanting staff etc. The dis-benefit is that the replacement of windows, fixing of thermal cladding and the refurbishment of the roof will not be undertaken until the upper floor and the external fabric of the bridge is refurbished as part of the main project.
- 1.4 **Option two** is to refurbish the whole of the bridge in one operation. This has the benefit of limiting the disruption to people working on either floor of the bridge to one operation and when completed the bridge will be fully refurbished. However this will be more time consuming and will involve taking some of the car park for a site compound and taking the central courtyard out of use whilst the work is carried out; an operation we would prefer to limit to the main project. It will also involve fully decanting personnel from both floors for the duration of the work.

- 1.5 **Time and cost** Option one will take approximately six weeks at a cost of £223,000. Option two will take approximately 16 weeks at a cost of £1,242,000.

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| <b>RECOMMENDATION</b> |
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- 2.1 To implement Option one as this will achieve the desired outcome of a demonstration area in the quickest time and with the least disruption to the remainder of the Council House and its occupants.

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| <b>IMPLICATIONS</b> |
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**Financial**

- 1.1 Option one will cost £223,000 and will be contained within existing budgets.

**Legal**

- 2.1 None.

**Personnel**

- 3.1 None.

**Equalities impact**

- 4.1 None.