

ITEM 9c

Time began 6.00pm
Time ended 7.44pm

COUNCIL CABINET 2 SEPTEMBER 2008

Present: Councillor Jones (Chair)
Councillors Allen, Care, Carr, Naitta, Skelton and
Troup

In attendance: Councillors Jennings and Williamson

This record of decisions was published on 4 September 2008. The key decisions set out in this record will come into force and may be implemented on the expiry of five clear days unless a key decision is called in.

Key Decision

72/08 New Ways of Working and Accommodation Strategy

The Council Cabinet considered a report on New Ways of Working Accommodation Strategy and a report from the Scrutiny Management Commission setting out the Commission's views. New Ways of Working aimed to deliver flexible and efficient working solutions which would adapt to the changing needs of the organisation. The Project would deliver significant efficiencies including sizeable reductions in our office accommodation as well as in the energy we use to operate our buildings. New Ways of Working would radically transform the way we work across the Council. The project has four key strands...

- **Where we work** – Council House refurbishment and the provision of a second building.
- **How we work** – working styles (flexible-working, home working, mobile working), cultural change, and document management.
- **Tools for the job** – infrastructure, telecommunications, information.
- **Moving places** – decant strategy, planning and managing all office moves.

The Council's main administrative accommodation is in poor condition and unsuitable for modern working and a serious constraint on the Council's ability to re-engineer service delivery to achieve higher standards of customer focus and best value services. By introducing New Ways of Working we would deliver at least 30% reductions in the amount of office accommodation we

occupy within the city centre. Delivering the proposed Accommodation Strategy overall would:

- further improve customer service
- use space more effectively and, together with New Ways of Working, significantly reduce the amount of office space occupied with consequent cost efficiencies
- improve the staff and member working environment
- contribute towards the Council's commitment to tackling climate change
- remove the maintenance backlog for administrative buildings
- use accommodation more effectively and efficiently.

The Strategy was based on implementing New Ways of Working and broadly involves:

- the refurbishment and remodelling of the Council House as the main centre for public facing services
- acquiring new or refurbished office accommodation in the city centre to accommodate those staff and services that cannot be accommodated in the Council House. Roman House may be retained depending on the solution adopted
- disposing of St Mary's Gate offices, allowing redevelopment of St George's quarter in line with Cityscape's proposals
- bringing some satellite and non-operational depot staff into central accommodation, facilitating further rationalisation of the building portfolio.

Options Considered

Other options considered are shown in Section 4.

Decision

1. To approve the Accommodation Strategy as outlined in paragraphs 4.19 and 4.20.
2. To approve an allocation of £20.165m from within the approved Accommodation Strategy budget of £36.890m for the refurbishment

and remodelling of the Council House, including the introduction of New Ways of Working.

3. To approve the refurbishment of the Council House to begin in Spring of 2009 subject to resolving site access, car parking and site compound issues, to achieve the benefits set out in the report.
4. To acquire the necessary office space for decant accommodation.
5. To begin the procurement process to acquire new or refurbished offices to accommodate remaining administrative staff by establishing availability and costs of accommodation available in the city, including advertising in the Official Journal of the European Union under the European Procurement Directive. The results of this process to be brought to a future Cabinet meeting.

Reasons

1. Approval of the Accommodation Strategy, including refurbishing the Council House, would realise the benefits outlined in the report.
2. Advertising for available accommodation that would meet the Council's need would ensure that current available options were explored and provide a best value approach.