

Report to Overview & Scrutiny Committee

Date of meeting: 19 November 2020

Portfolio: Leader (Councillor C Whitbread)

Subject: Overview and Scrutiny – Accommodation update

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Recommendations/Decisions Required:

- 1) **That the Committee note the summary of progress on the Accommodation Programme as at 16 October 2020.**

Executive Summary

The accommodation programme is progressing well. We are now at a critical stage of the project, in confirming the design and the fixtures and fittings.

Work has progressed in how we will model the floor layout, enabling both fixed desks, dropped down desks and collaboration spaces. The collaboration spaces will enable teams to come together, working side by side, in a comfortable setting and interacting as groups within their services and on common goals across services. The layout is crucial in creating the atmosphere for this way of working. With mental health and wellbeing being a priority for the organisation we will also be introducing a space which addresses this. We are also working with our interested partners in designing how their spaces will also be used.

The contract continues to be within budget, and we are currently forecasting a positive variance of £91,806.

With the appointment of a change manager, this individual will help support employees and managers, to start to adopt the new ways of working, planning the move from the Conder building and ensure our communications support the change to effective flexibility. We will also be looking to hold a workshop with members to present the look and feel of the building.

A test of the market has shown positive interest in the commercial space, and the heads of terms are in draft and being reviewed to enable the commercial discussions to progress.

The programme is still on track to deliver a space for employees and our community in the first quarter of 2021.

Reason for decision: No decision required.

Legal and Governance Implications:

There are no legal or governance implications arising from the recommendations of this report. However, any implications arising from actions to achieve specific objectives or benefits will be identified by the responsible Service Director.

Safer, Cleaner, Greener Implications:

There are no implications arising from the recommendations of this report in respect of the Council's commitment to the Climate Local Agreement, the Safer, Cleaner and Greener initiative, or any crime and disorder issues with the district. Relevant implications arising from actions to achieve specific objectives or benefits will be identified by the responsible Service Director.

Consultation Undertaken:

Programme updates provided to:
Leadership Team
Overview & Scrutiny Committee
Stronger Council Select committee

Background Papers:

Risk Management:

There are no risk management issues arising from this report. Relevant issues arising from re-planning or actions to achieve specific objectives or benefits will be identified by the responsible service director and communicated to the Corporate Risk Management Group.