

Written statement of a key decision
Cabinet member contracts and assets

Title	2018/19 corporate accommodation capital budget
Decision maker	Cabinet member contracts and assets Information about cabinet, including the names and contact details of the cabinet members, can be found here: http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251
Date of decision	18 October 2018
Report exemption class	Open
Reason for being a key decision	This is a key decision because it is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.
A notice was served in accordance with Part 3 (Key decisions) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.	
General exception or special urgency (as defined in the constitution)	No
Purpose	The purpose of this report is to approve the expenditure of the 2018/19 accommodation capital budget on the council's property assets to facilitate the delivery of savings by releasing higher cost rented property, enable more localised working, and to ensure buildings are safe and fit for purpose. A summary of proposed change and expenditure is as follows: <ul style="list-style-type: none"> • £170k for alterations at 1a St. Owen Street, 33/35 Union Street, Nelson House and the Shirehall, Hereford to enable the relocation of Children's Services from offices at Bath Street and deliver savings of circa. £120k per annum. • £135k for alterations to Multi-Agency Offices at Leominster, Ledbury and Friar Street Hereford to enable more localised working and service delivery. • £200k to provide additional emergency evacuation

	<p>facilities at Plough Lane, Hereford to ensure the property is compliant and fit for future use.</p> <p>In summary the expenditure is to enable a number of accommodation projects to be undertaken which are provided in the attached business case.</p>
<p>Decision</p>	<p>That:</p> <p>(a) alteration works to the following corporate properties be approved:</p> <ul style="list-style-type: none"> • 1A St. Owen Street Hereford: £105k • 33/35 Union Street Hereford: £20k • Nelson House, Hereford: £25k • Shirehall, Hereford: £20k • Friar Street, Hereford: £30k • Leominster MAO: £90k • Ledbury MAO: £15k • Plough Lane, Hereford: £200k <p>(b) the chief finance officer be authorised to take all operational decisions to implement recommendation (a).</p>
<p>Reason for the decision</p>	<p>As set out in the report. Documents relating to this decision are available at</p> <p>http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50027128</p>
<p>Options considered</p>	<ol style="list-style-type: none"> 1. Relocating staff from the Media Centre, Bath Street, Hereford to leased premises would neither achieve cost savings nor optimize the use of the council's freehold assets. 2. Without adequate expenditure on the alteration of freehold property assets to permit the movement of staff would mean that revenue savings will not be realized and premises would not be fit for purpose. 3. Failure to carry out alterations to the council's multi-agency offices will mean that the opportunity to enable more agile and localised working, along with improving utilisation and the delivery of services in the community will be missed. 4. Not adequately investing in alterations to the estate will mean that changes to the working environment and

	<p>delivery of services could be negatively impacted.</p> <p>5. Property assets require improvement to ensure that changing legislative requirements are met and buildings are compliant. Failure to adequately invest in improvements to emergency evacuation could lead to breaches of statute.</p> <p>6. Carrying out improvement works on property assets will satisfy the council's obligation to comply with its legal requirements under the Health and Safety at Work and Occupiers Liability Act.</p>
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	24 October 2018

<p>Councillor:</p> <p>Cabinet member contracts and assets (Councillor H Bramer)</p>	<p>Date 18 October 2018</p>
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- a record of any conflict of interest declared by any executive member who is consulted by the member which relates to the decision;
- and
- in respect of any declared conflict of interest, a note of dispensation granted by the relevant local authority's head of paid service.