

Record of officer decision

Decision title:	To drawdown the reallocated £345k approved, but un-committed estate capital programme 2020/21 funding for Plough Lane drainage and resurfacing car park work to deliver the Plough Lane building infrastructure changes and to enable flexible hybrid office accommodation to support the delivery of services
Date of decision:	11 August 2022
Decision maker:	Director of Resources & Assurance
Authority for delegated decision:	<p>Non-key officer decision of on 1 August 2022 approved the reallocation of the budget and for Director of Resources & Assurance to be authorised to take all operational decisions necessary to implement within the approved budget</p> <p>Link to decision: http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50042238</p>
Ward:	Widemarsh
Consultation:	No consultation has taken place
Decision made:	<p>That the drawdown of the £345k is agreed in order to assist in the delivery of the Plough Lane building infrastructure changes to enable flexible hybrid office accommodation to support the delivery of services.</p> <p>That the Senior Project Manager be authorised to approve spend within the total budget for internal and third party recharges</p>
Reasons for decision:	<p>The funding was agreed within the Property Services estate capital programme 2020/21 to complete work on the Plough Lane drainage and resurfacing of the car park. This work was subsequently put on hold enabling the funds to be re-prioritised.</p> <p>The closure of both Elgar House and Nelson House has resulted in more council staff being based and working from the corporate head office at Plough Lane.</p> <p>As a result the Plough Lane offices were identified as requiring changes to provide flexible office accommodation to meet the changing work practices and the use of office space post-Covid and to support the delivery of services using a hybrid approach.</p> <p>The reallocation of the existing capital funds will allow the external and internal changes of Plough Lane to be undertaken. The scope of the work to be completed includes elements of the original proposal including, but not limited to work, on the existing car park. The work will also look to include options for providing space to accommodate meetings with customers and public committee meetings.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>The reallocation of the existing £345k budget does not have any additional resource implications to the council and all work will be procured in line with the council's contract procedure rules.</p> <p>Not having a capital budget for the work will prevent the Plough Lane building the external and internal works being undertaken to deliver hybrid working.</p> <p>If the reallocated budget is not used the work cannot commence</p>
Details of any alternative options considered and	The council could decide not to complete the external and internal work on its Plough Lane offices. This option has been rejected due to the need to deliver improved services from the Plough Lane offices building and to enable flexible hybrid office

rejected:	accommodation to support the delivery of services. The council could choose to fund this work from another budget source. As the proposed work covers elements of the original budget this option was rejected.
Details of any declarations of interest made:	None

Signed

Date: 11 August 2022

Andrew Lovegrove
Director of Resources and Assurance