

**Agenda Item No 5**

**Special Sub-Group**

**20 January 2014**

**Report of the  
Assistant Director (Streetscape)**

**Accommodation Project**

**1 Summary**

- 1.1 This report updates Members on progress to date in relation to the Accommodation Project.

**Recommendation to the Board**

**That the Sub-Group notes and comments on the progress made to date in relation to the Accommodation Project**

**2 Update**

- 2.1 Phase 2 of the works is now complete with the first floor of the building being handed over by the Contractor on 20<sup>th</sup> January, 2014, two weeks ahead of schedule. The area will be checked and readied for occupation at the start of that week with the final office moves taking place on Thursday 23<sup>rd</sup> January through to Saturday 25<sup>th</sup> January. On Saturday 1<sup>st</sup> February, the final staff moves up to the second floor will be completed when the teams from Streetscape, Leisure and Community Development vacate the old training room. Once the office moves have been completed, sufficient space in Old Bank House will be freed up to accommodate Members' Group Rooms for the remainder of the works.
- 2.2 Work has already started on the third phase of the works. The Contractor took occupation of the Civic Suite at the start of January and has now completed the initial strip out and asbestos removal in that area. The next stage is the electrical and mechanical first fix works and window replacement with an estimated completion during the first week in March. The Civic Suite will then be used to accommodate a temporary reception, the print room and Contact Centre while Phase 3b of the works is undertaken. Final details of the proposed temporary measures are being discussed with the Contractor and will be brought to this Group for consideration next month.
- 2.3 Further discussions have taken place with DWP to confirm final layout and design details as well as operational issues. Agreement has been reached with Warwickshire County Council for them to take occupation of areas of the second floor. The Heads of Terms are currently being finalised and it is

anticipated that the necessary enabling works will be completed by mid-March.

2.4 Overall, the project is within budget. The project continues to run ahead of the original overall programme timetable.

### **3 Report Implications**

#### **3.1 Finance and Value for Money Implications**

3.1.1 The project is on budget. The agreed target cost will help ensure that the project costs are contained within budget and there are additional funds built into the budget to cover contingency events and risk items

The Contact Officer for this report is Richard Dobbs (719440).