

Delegated Cabinet Member Decision (Contract Award 100k -250k) Report

**Decision Maker
and Portfolio area:** Cllr Sean Fielding

Date of Decision: 19th September 2019

Subject:

Report Author: Stuart Barratt – Change Programme Manager

Ward(s) Affected: St Marys Ward

Reason for the decision: To approve the refurbishment Component of the Metropolitan Place project to move 228 Social Work staff from Southlink Units 7-13 to all 5 floors of Metropolitan Place.

The value of the work strand is £125k and relates to the materials, fixtures, fittings and technology improvements that are required to make the building fit for purpose for the proposed move in October and November 2019.

Summary: In December 2018, a move to provide fit for purpose accommodation for 22 services based at Southlink based on a wide-ranging options appraisal to provide the right accommodation for Social Work staff in Oldham Council was considered.

The preferred option was to move all Social Work teams based at Southlink to vacant floors at Metropolitan Place a fully owned Council building on Hobson Street in Oldham Town Centre.

This paper relates to the refurbishment costs to make the building fit for purpose for Social Work Practice.

The report seeks approval to place the order for the fixtures, fittings, technology and furniture to so that the site can be occupied in the proposed timeline of the Autumn and Winter.

What are the alternative option(s) to be considered? Please give the reason(s) for recommendation(s):

Six Options were considered as part of the Business Case that was constructed in December 2018 taking into account the needs of Social Work Services. These are included in the list below.

Option A - Do Nothing

Option B - Refurbishment of Southlink Units 7-13

Option C - Relocation of Services to Metropolitan Place

Option D - Refurbishment of Office Block 1 Southlink

Option E - New Build Scheme for Children's Services.

Option F - Private Office Block Relocation

This options long list was assessed on functional suitability, time to completion, building availability and cost.

Recommendation(s):

Option C- The move to Metropolitan Place scored highest using weighted criteria and was the preferred option that was approved at CIPB.

Implications:

*What are the **financial** implications?*

The budget approved and included in the capital programme was for a total project cost of £591.4k including a contingency/ reserve of £50k, within which there was a dedicated sum of £125k for furniture, desks and 'new ways of working'. The main building works which are nearing completion are currently within budget, with services expected to commence occupation in October/ November. The full allocation for furniture etc therefore remains available within the project envelope.

As outlined in the original report, the relocation of services is not expected to lead to significant changes in operating costs, the revenue implications are therefore not considered to be material and will be managed from within existing resources through the Corporate Landlord function. (Andy Cooper Finance)

What are the **procurement** implications?

The Councils Procurement Department have worked closely with the project team, to ensure requirements are procured in line with internal CPRs and external legalisation. There is no further requirement for this to be sourced via Procurement as Jenkinson's are our contracted supplier for furniture, so all requirements can be sourced from them directly via Purchase Order. (Jay Thind Procurement)

What are the **legal** implications?

Legal Services have noted the contents of the Business Case and will provide legal support in relation to the procurement activities and contracts required to deliver the necessary alterations to the building. (Elizabeth Cunningham- Doyle, Legal Services)

What are the **Human Resources** implications?

Full consultation with the staff and trade unions including introductory sessions have taken place to ensure that all parties are fully included and updated in terms of impact on their position. Continuing communication on the move has been shared as and when required and any questions and concerns have been responded to appropriately. (Stewart Hindley, People Services Business Partner)

Equality and Diversity Impact Assessment attached or not required because (please give reason)

A full Equality and Diversity Impact Assessment (EIA) has not been undertaken as the Project relates to the moving of social work staff from Southlink to DDA compliant premises at Metropolitan Place.

What are the **property** implications

The asset is currently not being fully occupied and the proposed usage of the building by Children's Services will allow for the asset to be fully utilised. The proposed scheme will provide a sustainable long term solution to their accommodation needs. (Peter Wood)

Risks:

The risks relating to the project are as follows

Risk- The Project timeline is delayed due to project build over runs relating to workmen completing key tasks later than planned.
Mitigation- The timeline has sufficient flex to address the potential delay of occupancy

Risk- The project is delayed due to logistical move pressures arising from additional equipment that has not been accounted for –
Mitigation- Move surveys with teams to be completed in July to avoid potential risks relating to move pressures.

Risk- The project is overspent in relation to its overall budget. Mitigation- The project is currently projecting a £56k underspend across the core areas of spend and is on track to be delivered on budget

Co-operative agenda

The refurbishment project fully supports our co-operative ambitions and directly supports the #ourbit #yourbit #result.

#Ourbit- We are providing Social Workers with the office accommodation to provide good and outstanding social work through a purposefully designed working space that provides staff with the tools to support children and families that receive Social Work and Children's Services.

Our building will be child friendly and have suitable child friendly spaces where social workers can conduct direct work with children that is suitable to their needs.

#Yourbit- We want our Social Workers to deliver quality social work supporting every child to reach their potential and to provide the right services at the right time to help them thrive.

#Result – Everyone benefits. Social Workers will have the right accommodation to do good social work supporting children which improves their outcomes

Has the relevant Legal Officer confirmed that the recommendations within this report are lawful and comply with

Yes

the Council's Constitution?

Has the relevant Finance Officer confirmed that any expenditure referred to within this report is consistent with the Council's budget? **Yes**

Are any of the recommendations within this report contrary to the Policy Framework of the Council? **No**

Report Author Sign-off:	
Stuart Barratt	
Date: 19th September 2019	

Please list any appendices:-

Appendix number or letter	Description

Background: In December 2018, a suitable scheme for the new premises for Children's Social Care was considered. The Project is now in the delivery phase and the detailed plans have now been completed. This report requests approval of the £125k identified for the build move to be approved so that the required procurement activity can take place.

Proposals: The Project Proposal is to move the 228 Social Workers to the site within the agreed timeframe and within the agreed cost. The Proposal is therefore requested to be approved to deliver the outputs and outcomes approved for the scheme.

Conclusions: The Project is on track and is within the agreed spending thresholds for the project as approved in the business case. The costs put forward match the cost outline for the scheme.

In consultation with

Hockwood.

(Deputy Chief Executive People and Place)

Date:19 September 2019

A handwritten signature in black ink, appearing to be 'G. Fisher', written in a cursive style.

(Councillor Signature and Portfolio)