

# **MINUTES OF Cabinet Member Signing MEETING HELD ON Friday, 18th March, 2022, 11.00 - 11.55 am**

**PRESENT:** Councillor Isidoros Diakides – Cabinet Member for Finance and Transformation.

**In attendance:** Andrew Meek, Head of Organisational Resilience; Gloria Ighodaro, Capital Projects Manager; Martin Young, Senior Project Manager; Michael Harrington, Senior Procurement Officer; and Fiona Rae, Acting Committees Manager.

## **1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

## **2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **3. AWARD OF CONTRACT FOR ALEXANDRA HOUSE AND 48 STATION ROAD REFURBISHMENT WORKS**

The Cabinet Member for Finance and Transformation considered the report which sought, following the approval of the Station Road Refurbishment Works Programme at Cabinet in November 2021, to award a contract to carry out refurbishment and fitout works at Alexandra House and 48 Station Road, in order to meet the objectives of the programme.

Further to considering the exempt information,

### **The Cabinet Member RESOLVED**

1. Pursuant to Contract Standing Order 16.02, to approve an award of contract to Alcema Ltd for the sum of £3,665,316 to deliver the part refurbishment and redecoration of Alexandra House and the full refurbishment of office floors in 48 Station Road.
2. Pursuant to Contract Standing Order 16.02, to approve the issuance of a letter of intent for up to 10% of the contract value, totalling £366,531.
3. To approve the contingency sum as set out in the exempt part of this report (Part B).
4. To approve the delegation as set out in the exempt part of this report (Part B).

### **Reasons for decision**

The report “Station Road Refurbishment Works” approved at Cabinet on 9<sup>th</sup> November 2021 gave three reasons for programme.

Firstly, to deliver office accommodation improvements, noting the poor standard of existing office accommodation, and the need for essential maintenance as well as interior redecoration.

Secondly, to enable the continued adoption of flexible working, so that officers can work in and for the borough, whilst maintaining a good work-life balance through the adoption of Hybrid working. The plans will modernise audio-visual equipment, office layouts and furniture to provide a variety of work settings to enable greater cross-service collaboration and partnership working.

Thirdly, it supports short-term goals in the Accommodation Strategy, such as the release of 40 Cumberland Road to be repurposed as an Enterprise Hub. This aligns with the overall aim of relocating core office and civic functions to the refurbished Civic Centre in 2025, by ensuring the buildings the Council occupies in the interim are maintained in suitable condition.

The proposed contract enables the Council to meet these objectives and achieve value for money and delivery of the works within an acceptable timeframe.

The letter of intent is required to enable the preferred contractor to begin mobilisation at an early stage, thereby expediting delivery of the programme.

The rationale for the additional recommendation is also set out in the exempt part of the report.

### **Alternative options considered**

#### **Do Nothing**

This option, which is not to appoint Alcema Ltd to undertake the proposed works, is not recommended as the Council would fail to achieve the agreed Accommodation objectives as set out in the November cabinet report.

This would mean the Council would be left without suitable office workspace for its staff, and significant operational difficulties in achieving plans for more flexible working.

Further information on why this is not recommended is set out in the Exempt Part B.

#### **Other redecoration / refurbishment options**

Other options for proceeding with a different scope of works were considered and rejected at an earlier stage and are set out in the November Cabinet Report.

## **4. EXCLUSION OF THE PRESS AND PUBLIC**

### **RESOLVED**

That the press and public be excluded from the remainder of the meeting as item 5 contained exempt information, as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); paras 3 and 5, namely information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

**5. EXEMPT - AWARD OF CONTRACT FOR ALEXANDRA HOUSE AND 48 STATION ROAD REFURBISHMENT WORKS**

The Cabinet Member considered the exempt information.

CABINET MEMBER: Cllr Isidoros Diakides

Signed by Cabinet Member .....

Date ...11 May 2022.....

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