

# Full Council Office Relocation Project

12 July 2022



**Oadby & Wigston**  
BOROUGH COUNCIL

# Background

- Move to facilitate more agile approach and better use of Council assets
- Savings in £'s and Co2
- Brocks Hill Sub-Committee formed December 2021 and has overseen development of the project to date
- Significant milestone passed in May with planning permission granted
- Initial pricing process identified that the scope of the works was beyond the budget available
- Second tendering process undertaken in June/July



# Report Recommendation

- Council to note the progress of the office relocation project in connection with the proposed revised Capital programme that is to be covered on a separate item on this meeting agenda.
- Delegated authority now exists for the Strategic Director and Section 151 Officer in consultation with the Brocks Hill Sub-Committee Chair to agree to the tender packages and agree the final contract in line with the revised budgetary framework



# Building Specification

- Workstations, both fixed and flexible, for around 30 staff
- A flexible ground floor Council Chamber/meeting room space, using dividers and flexible furniture to allow multiple uses
- A ground floor secure meeting space for confidential discussions
- Staff welfare facilities throughout the two floors of dedicated staff toilets, kitchen space, quiet space etc.
- A selection of meeting spaces
- Dedicated spaces for IT, servers, and reprographics
- A public café space with toilet provision as existing



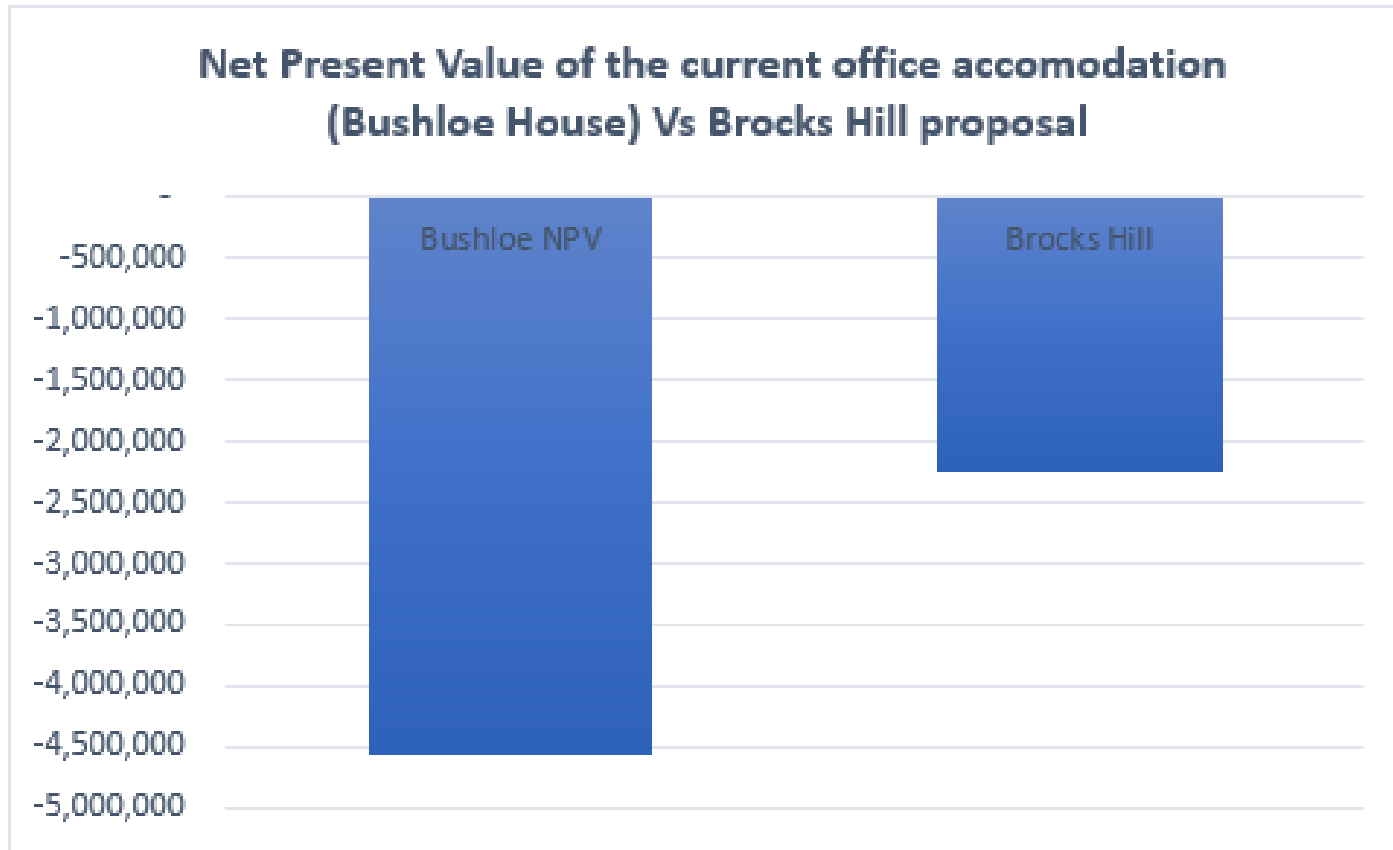
# Financial Viability

- Net Present Value (NPV) technique – value of all cashflows over period of time
- 10 years used
- Range of assumptions – included in confidential appendix

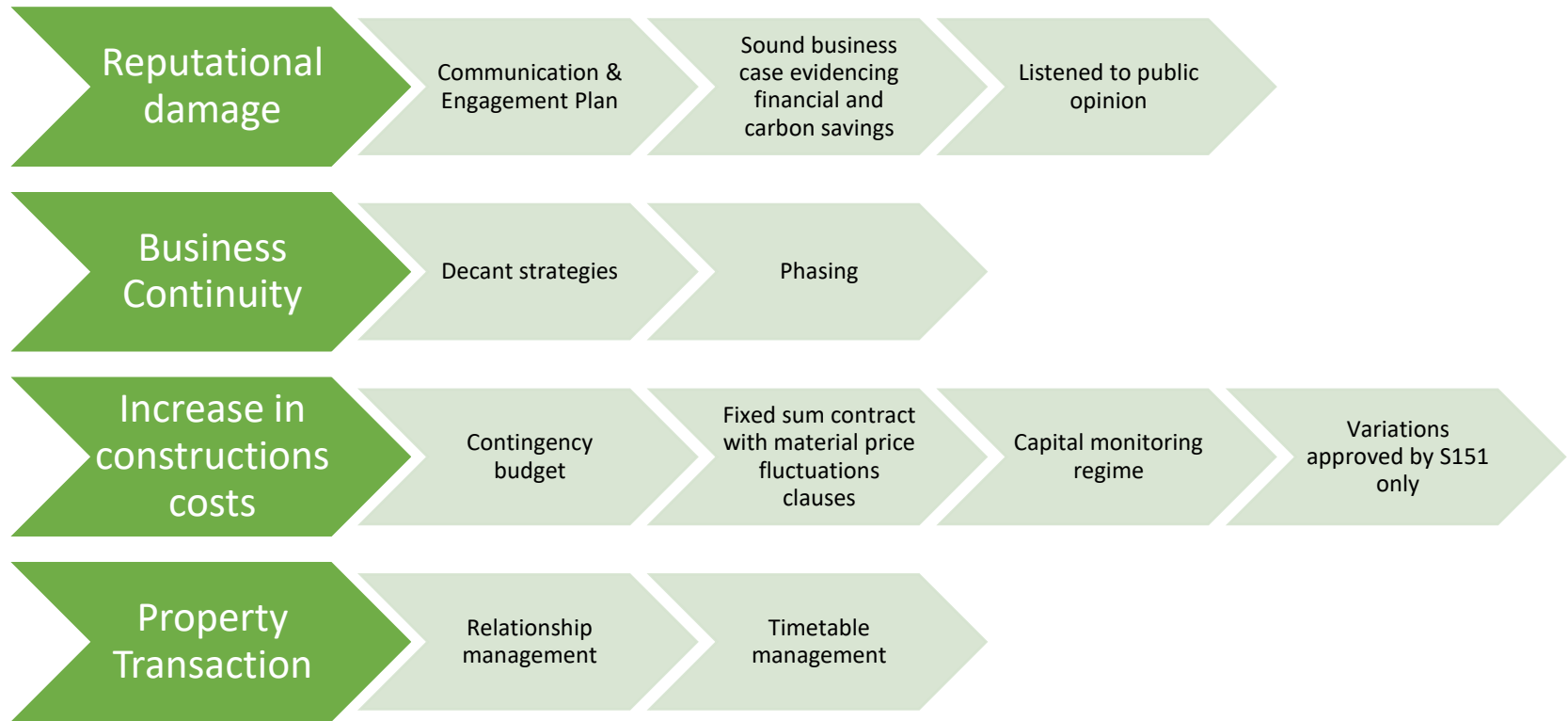


# Financial Viability

- Total saving over 10 years = £2.3m



# Risk





# Other Project Workstreams

Project split in to 5 Workstreams:

- **Digital** – IT Infrastructure, server room, network, WIFI, reprographics, transition period.
- **Finance** – Budget/cost monitoring of Brocks Hill project and Bushloe House impacts.
- **Comms & Stakeholder** – Comms plan internal & external, staff engagement and members.
- **Bushloe House Decant** – Quantify Offices, scanning/shredding/waste costs, Supplier changes.
- **Construction** – Development Team.





# Next Steps

- Construction Start: August 2022 - Brocks Hill building closed at this point.
- Construction End: Spring 2023 – Brocks Hill open to the public again.
- Sub-Committee to be kept abreast of progress
- Opportunity for Members to be able to visit the site at key stages on an escorted basis



