

Performance & Capacity Advisory Panel

Thursday 5th March 2009

CHESHIRE EAST OFFICE ACCOMMODATION STRATEGY UPDATE

Overall Objective: to create sufficient, good quality office space in Cheshire East to accommodate all the Council's office-based staff as quickly as possible after Vesting Day and with no long term requirement for new office buildings.

Phase 1: aims to enable the relocation of the majority of staff from West Cheshire during 2009 and to create some decanting space for future phases. It comprises:

- Refurbishment of vacant space in Delamere House, Crewe. Creates c.150 new workstations with space for c.200 staff by deploying limited flexible and mobile working. Start April 2009; complete July 2009.
- Acquisition of short term lease of Emperor Court, Crewe Business Park. Fit out to accommodate c.240 workstations with space for c.300 staff. Complete lease April 2009; start fit out May 2009; complete August 2009.
- Convert space in Municipal Buildings, Crewe for Register Office. Start May 2009; complete July 2009. Relocate Registrars August 2009.
- Create "One Stop Shop" in ex-Register Office space in Delamere House. Start September 2009; complete October 2009.
- Create additional office space at Pym's Lane Depot, Crewe. Start planning and procurement April 2009; accommodation available September 2009.

Conclusion of Phase 1 should provide space for c.450 workstations by end September 2009, allowing c.500 staff to relocate from West by end of 2009 and creating sufficient decanting space in Crewe to facilitate immediate start on Phase 2. To put this in perspective the total combined Cheshire East occupancy of existing County Council buildings in Chester is 536.

Phase 2: aims to create additional space in the principal, freehold office buildings in Cheshire East in order to accommodate all staff who are initially relocated to temporary leased accommodation. The proposed timetable is:

- Refurbish remaining floors in Delamere House, Crewe; 1st quarter 2010.
- Refurbish/remodel Macclesfield Town Hall; 2nd and 3rd quarters 2010.
- Review remaining needs against other accommodation (including Westfields and Remenham); 3rd quarter 2010.

Phase 3: aims to place all staff in most appropriate locations for service delivery and business efficiency. To be carried out on a phased basis during 2011/12.