

# Performance, Finance and Customer Focus Overview and Scrutiny Committee



Date of meeting:	25 November 2020
Title of Report:	<b>Accommodation Framework 2020-23</b>
Lead Member:	Councillor Mark Lowry (Cabinet Member for Finance)
Lead Strategic Director:	Andy Ralphs (Strategic Director of Customer and Corporate Services)
Author:	Nathan Sanders, Programme Manager
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Your Reference:	NS20
Key Decision:	No
Confidentiality:	Part I - Official

## Purpose of Report

Over recent years, the Council's Accommodation Strategy has sought to identify future options for the corporate estate, particularly with a view to reducing costs associated with running and maintaining a significant number of buildings across the city. Since the Accommodation Strategy was last agreed there have been a number of significant changes and principles that now need to be incorporated within an Accommodation Framework.

The Accommodation Framework as set out will build on the principles and outcomes agreed by the Council, including the Climate Emergency Action Plan and the Corporate Carbon Reduction Plan that aims to make Plymouth carbon neutral by 2030, the significant increase in digital working and flexible working, and that Ballard House is now part of the Corporate Estate. The Framework also sets out how PCC's corporate office accommodation can be reduced by at least one building, rationalising the corporate estate, and providing opportunities to make progress towards the zero carbon by 2030 target and redevelopment in the north of Plymouth. The Framework approach rather than a Strategy approach reflects that a one size all approach to the corporate estate is not appropriate, but instead there are overarching principles that connect the management of all the Council's assets.

## Alternative options considered and rejected

Do nothing: this was rejected given the previous Accommodation Strategy did not include any provision towards the aim of the Climate Action Plan - for Plymouth to be carbon neutral by 2030

## Relevance to the Corporate Plan and/or the Plymouth Plan

The Accommodation Framework contributes to the key Corporate Plan priorities especially Growing City (reducing the carbon footprint of PCC's corporate estate to help achieve carbon neutrality by 2030) and Caring City (ensuring ease of access to the Council's services by the public). The Framework contributes to the delivery of the Corporate Plan through reducing expenditure on accommodation costs (spending money wisely) and continuing to enable staff to work flexibly where appropriate (motivated, skilled and engaged staff).

### Implications for the Medium Term Financial Plan and Resource Implications:

The existing corporate estate is expensive to run and maintain; the Accommodation Framework sets out that by rationalising the corporate office estate, accommodation costs will be reduced to support the managing of the budget, whilst using buildings as efficiently as possible to underpin new flexible working arrangements will further realise financial benefits through income generation. The Accommodation Framework will reduce the total cost base for corporate office accommodation and create sustainable income generation.

### Carbon Footprint (Environmental) Implications:

The Accommodation Framework will directly contribute to the aim of the Climate Emergency Action Plan and the Corporate Carbon Reduction Plan (2019-2021), through the principle of retaining and developing carbon efficient office locations and releasing or redeveloping those buildings which cannot cost effectively achieve carbon neutrality. The reduction of the corporate estate will reduce the Council's carbon footprint and reduce significant costs needed to make buildings carbon neutral. In addition, the Framework sets out the key driver to continue to work flexibly, where the staff involved and the requirements of the role can be safely and productively performed flexibly, reducing unnecessary travel to work by Council staff where possible and appropriate.

### Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

\* When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.

No other direct implications

### Appendices

\*Add rows as required to box below

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Accommodation Framework 2020-2023							

### Background papers:

\*Add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7


**Sign off:**

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Originating Senior Leadership Team member: Peter Honeywell, Transformation Architecture Manager

Please confirm the Strategic Director(s) has agreed the report? Yes  
Date agreed: 11/11/2020

Cabinet Member approval: Councillor Mark Lowry, Cabinet Member for Finance. Approved by e-mail.  
Date approved: 13/11/2020