

**DISTRICT COUNCIL HEADQUARTERS AND OTHER OFFICE
ACCOMMODATION MEMBERS ADVISORY GROUP
(Report of the Advisory Group)**

1. INTRODUCTION

- 1.1 The Advisory Group met on 31st May 2005 and Councillors I C Bates, P L E Bucknell, W T Clough, D P Holley, K Reynolds and T V Rogers were present. An apology for absence from the meeting was submitted on behalf of Councillor P J Downes.
- 1.2 Also in attendance were Messrs R Preston, A Roberts and P Watkins and Mrs E Wilson.
- 1.3 Councillor D P Holley was elected Chairman of the Advisory Group.
- 1.4 No declarations of interest were received.
- 1.5 The report of the meeting of the Advisory Group held on 18th February 2005 was received and noted.

2. HEADQUARTERS AND OTHER ACCOMMODATION – OUTPUT SPECIFICATION

- 2.1 The Advisory Group gave consideration to a report by the Director of Operational Services on a range of matters relating to the output specification for the new premises. The report is attached as an Appendix.
- 2.2 Following discussion on the issues highlighted in the report, it was

RESOLVED

that the Cabinet be recommended to:-

- (a) note that the Chief Executive proposes to develop tender evaluation criteria based on the attributes, and their order, detailed in paragraph 2.2 of the attached report;**
- (b) approve the Employer's Requirements reproduced at Annex B;**
- (c) approve the invitation of tenders that provide opportunities for tenderers to propose payment arrangements including a single payment at the completion of all premises;**
- (d) approve the imposition of a three month period subsequent to the award of contract to conclude a development agreement;**
- (e) authorise the Chief Executive, after consultation with the Leader of the Council, to determine the timing of land transfers within the development agreement;**
- (f) authorise the Chief Executive, after consultation with the Leader of the Council, to determine the final space requirement; and**
- (g) approve the release of £200k from MTP 300 Pathfinder House Improvements and One Stop Shop.**

Chairman