Transformation Programme Highlight Report
Recovery & Reset Programme & Project Highlight Report

Project:	Building Utilisation

Key Workstreams	Workstream Lead	Highlights
Desktop review of all council assets	**Paul Weston**	Completed and circulated for review.
Options for Marmion house (including wider office requirements)	**Paul Weston**	Initial advice around the leases and masts. Looking to appoint specialist surveyor to deal with the negotiations. Early advice is that the cost could be £200-300k, RAG amber.
Opportunities to link to the future high street fund	**Paul Weston**	FHSF added as dependency on R&R programme and project plans aligned. Ongoing activity.

Major activity to date	Planned Activities for next period
• Available locations scoped, Tamworth Town Centre potential identified, major dependency on Smart working, customer services and MH regen outcomes. • Legal advice re MH Mast leases sought and preparations being made for final decision • New location refurb, relocation and MH security costs estimated and scoped with final cost dependent on decisions.	• Staffs County Council to confirm space requirements • Ongoing available property monitoring to ensure TBC makes best decision available at the time • ICT and server relocation planning

Amber/Red Areas	Risks including Stakeholder Issues
• May require specialist legal advice re mast leases.	• Financial savings will not be realised • Cost assumptions not yet market tested • Market construction costs are variable • Risk of challenge re mast notices – potential costs. • Project is dependent on MH decisions, Smart working and customer services requirements • Pandemic constraints

Recovery & Reset Programme Issues	Resourcing Requirements
• None	• External legal resource (South Staff) to start serving mast notices, cost approx. £15-20k – now in place. This could increase if we have to go externally. • Estate agent support to help identify properties and negotiation process, cost approx. £5,000 – pushed back, waiting for process to start. • Project Support resource to continue

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