

Ref No:	Savings (S3)
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**PENDLE BOROUGH COUNCIL
2019/20 GENERAL FUND REVENUE BUDGET – SAVINGS PROPOSAL**

1. SERVICE	Corporate Services
2. IMPLEMENTATION DATE:	1 st April 2019
3. CORPORATE PRIORITY	Working with partners and the community to sustain services of good value Maintaining a sustainable, resilient and efficient organisation
4. TITLE OF PROPOSAL	Rationalise Office Accommodation

5. BRIEF DESCRIPTION OF PROPOSAL:

This proposal comprises changes to the Council's Office Accommodation as follows:-

- Moving Office-based staff in Elliott House, Nelson into Nelson Town Hall;
- Moving the Housing Needs Service from the Ground Floor of Number One Market Street, Nelson to the 2nd Floor, Number One Market Street thereby using office space owned by the Council.

6. FINANCIAL IMPLICATIONS (NET ADDITIONAL SAVINGS)

	2019/20	2020/21	2021/22
	£	£	£
Revenue	30,000	30,000	30,000
Capital	0	0	0

7. IMPACT ON SERVICE PROVISION, IMPLEMENTATION AND OTHER ISSUES

The Council's office-based employees are currently accommodated in Nelson Town Hall, Elliott House, Nelson and the Fleet Street Depot. As Councillors are aware, the Council also owns Number One Market Street and some staff (eg Housing Needs) are located in the Ground Floor of Number One Market Street.

A review of office accommodation has been undertaken and it is considered that all staffing within Elliott House can be accommodated within the vacant space in Nelson Town Hall.

As the Council owns accommodation on the 2nd Floor of Number One Market Street, it is proposed to move the Housing Needs function from the Ground Floor of the building (which is currently rented from Liberata) to the 2nd Floor.

These moves will require some reconfiguration of the existing office space, the cost of which will be met from within existing capital budgets.