

# HAMPSHIRE COUNTY COUNCIL

## Officer Decision Record

<b>Decision Maker:</b>	Steve Clow
<b>Title:</b>	Three Minsters House Improvements

**Tel:** 01962 847858

**Email:** Steve.clow@hants.gov.uk

### 1. The decision:

- 1.1. That funding of £335,000 be provided for to cover the cost of new loose furniture, window blinds, signage, moves contractor costs, FM and IT costs to enable the re-occupation of Three Minsters House on completion of the reinstatement and improvement works contract following the fire in September 2017.
- 1.2. That the funding is allocated from the Office Accommodation 'business as usual' (BAU) budget as revenue expenditure.

### 2. Reason(s) for the decision:

- 2.1. The fire at Three Minsters House (TMH) in September 2017 caused damage to some furniture which was subsequently disposed of. Furniture from TMH has also been used since the fire to enable the increased utilisation of Castle Avenue, Capital House, EII East and EII South to accommodate the staff displaced by the fire and the expansion of the IBC as part of the onboarding of the three London Boroughs.
- 2.2. Increasing the utilisation of the HQ office buildings is a key principle of the corporate office accommodation strategy and the furniture that has been moved from TMH will therefore remain in these new locations once TMH is re-occupied. Some of the original furniture remains available and this will be reused. However, it is now necessary to purchase some new furniture to enable the re-occupation of TMH at its maximum capacity.
- 2.3. To support the re-occupation by CCBS and ETE teams, it is also necessary to replace a number of window blinds and provide new signage. The cost of the moves contractor, FM and IT also need to be funded.

### 3. Other options considered and rejected:

- 3.1. The option for relocating furniture back from other buildings has been considered and rejected as this either needs to be retained to enable the continued high utilisation of those buildings or is of an unsuitable design to support the achievement of the maximum capacity within TMH.

**4. Conflicts of interest:**

4.1. Conflict of interest declared by an Executive Member who is consulted by the officer which relates to the decision:

None.

**5. Dispensation granted by the Head of Paid Service:**

5.1. None.

**6. Supporting information:**

6.1. None.

**Approved by:**

**Date:**

**Steve Clow  
Assistant Director - Property and Facilities**

**18th June 2019**

**On behalf of the Director of Culture, Communities  
and Business Services**