

Chichester District Council

CABINET

10 October 2023

East Pallant House Task & Finish Group

1. Contacts

Report Author:

Vicki McKay – Divisional Manager, Property & Growth

Telephone: 01243 534519 E-mail: vmckay@chichester.gov.uk

Cabinet Member:

Adrian Moss – Leader and Cabinet Member for Regeneration and Property

Telephone: 07860 236505 E-mail: amos@chichester.gov.uk

2. Recommendations

2.1 That Cabinet agree the continuation of the Task & Finish Group to consider the options for East Pallant House.

2.2 That Cabinet approve the nominees for the revised membership of the Task & Finish Group.

3. Background

3.1 East Pallant house is in the City Centre, within the City Walls and includes a listed town house that has had office space added to it over the years. The layout of the building (particularly the original part) is not effective for office use, is not energy efficient and is expensive to run and maintain. The building has purpose-built Committee Rooms to hold public meetings and a large reception. East Pallant public car park is immediately adjacent. Over recent years, the Council's office-based working style has modernised and become more flexible; there has been a move away from staff having their 'own' desks and most office-based staff now work from home for a proportion of their working week.

3.2 In the Future Services Framework prioritisation exercise undertaken in early 2022, there was agreement that work on an options appraisal for the future use of East Pallant House and the Council's future office accommodation needs should be carried out. In May 2022 Cabinet agreed the Terms of Reference for the East Pallant House Task & Finish Group, which are attached at Appendix 1.

4. Outcomes to be Achieved

4.1 The outputs from the Task & Finish Group will help support members to make informed decisions on the future of the Council's office accommodation and the best use of the East Pallant site.

5. Proposal

5.1 It is proposed that the Task & Finish Group for East Pallant House is resumed.

5.2 It is proposed that the Task & Finish Group membership is comprised of the following members: -

Cllr Clare Apel
Cllr Roy Briscoe
Cllr Mark Chilton
Cllr Maureen Corfield
Cllr Tim Johnson
Cllr Tim O'Kelly
Cllr Sarah Sharp (reserve)

5.3 It is further proposed that the Terms of Reference are reviewed at the first meeting of the reconvened Task & Finish Group, which is intended to be held on 9 November.

6. Alternatives Considered

6.1 Discontinuing the Task & Finish Group – this is not considered a suitable alternative, as the purpose of the group has yet to be fully realised; recommendations from the Task & Finish Group will help steer the shape and direction of any future project.

7. Resource and Legal Implications

7.1 Cabinet agreed in May 2022 to release £20,000 from reserves for valuation work to support the options appraisal and £8,500 of this remains unspent. In addition, the One Public Estate Opportunity Development fund has allocated £10,000 towards the wider project.

7.2 The Task & Finish Group will be supported by officers from the Property & Growth and Corporate Services divisions.

8. Consultation

8.1 No formal consultation is expected as part of the Task & Finish Group brief.

9. Community Impact and Corporate Risks

9.1 To be considered as part of the Task & Finish Group work.

10. Other Implications

	Yes	No
Crime and Disorder		x
Biodiversity and Climate Change Mitigation Potential to reduce the carbon footprint of the Council's buildings.	x	
Human Rights and ERquality Impact	x	

An Equality Impact Assessment to be undertaken for any preferred option with a focus on accessibility.		
Safeguarding and Early Help		X
General Data Protection Regulations (GDPR)		X
Health and Wellbeing		X
Other (please specify)		

11. Appendices

Appendix 1 – Terms of Reference