

STOCKTON-ON-TEES BOROUGH COUNCIL

CABINET RECOMMENDATIONS

PROFORMA

Cabinet Meeting18th April 2013

1. Title of Item/Report

Billingham Customer Service Centre Update

2. Record of the Decision

Consideration was given to a report on the Billingham Customer Service Centre.

The report updated Members on the progress made to advance the development of the Billingham Customer Service Centre, including the layout and facilities agreed by the building users; the programme for demolition and redevelopment.

In April 2012 the redevelopment of the site of the Billingham Council Offices and Art Gallery was endorsed as the preferred option for delivery of the Billingham Customer Service Centre, a copy of the Location Plan was attached to the report, subject to further negotiations with the North Tees Primary Care Trust (PCT) to identify any requirements they may have for accommodation within the facility.

Detailed discussions with the building users; including the Library Service, Customer Services, Vela Group and Billingham Town Council, had finalised the accommodation requirements for the building as well as the adjacencies of these services to optimise the use of space. This had resulted in the agreed layout and the Internal Layout and Site Layout was attached to the report. The internal layout provided for Customer Services and Vela to have use of three customer service desks, a cashiers desk, back office and store; the Town Council to have a general office, manager's office and store; the Library Service to have a librarian's office, work room and sufficient space to accommodate the book stock and ICT facilities equivalent to the existing Roseberry site; and for all four services to have the shared use of staff facilities and multi-purpose meeting accommodation.

The next steps for the development were:-

Demolition of existing structures complete - Spring 2013
Library Service consultation complete - Spring 2013

Detailed design complete - Spring 2013
Planning consent - Summer 2013
Contract out to tender - Autumn 2013
Construction commence - Winter 2013
Service Centre operational - Winter 2014

RESOLVED that the progress made to advance the development of the Billingham Customer Service Centre be noted.

3. Reasons for the Decision

To inform Members of progress on development of the Billingham Customer Service Centre

4. Alternative Options Considered and Rejected

None

5. Declared (Cabinet Member) Conflicts of Interest

Councillor Smith declared a personal non prejudicial interest in respect of agenda item 11 – Billingham Customer Service Centre as he was a member of Billingham Town Council.

Councillor Mrs McCoy declared a personal non prejudicial interest in respect of agenda item 11 – Billingham Customer Service Centre as she was a member of Billingham Town Council.

6. Details of any Dispensations

N/A

7. Date and Time by which Call In must be executed

Midnight on Friday, 26th April 2013

Proper Officer
22 April 2013