

# Civic Centre Works - Project Update

<b>Committee name</b>	Property, Highways and Transport Select Committee
<b>Officer reporting</b>	Michael Naughton
<b>Papers with report</b>	None
<b>Ward</b>	All

## HEADLINES

Civic Centre Works Update regarding completed work, current work, proposed works and issues / decisions that need to be confirmed to take the project forward.

## RECOMMENDATIONS

**That the Committee note the contents of the report.**

## SUPPORTING INFORMATION

### ENABLING WORKS

#### Civic Centre

2 East and 1 North quadrants – The stripping out of asbestos and ceilings have been completed and the areas handed over to Capital Programme Works Service.

Various complicated office moves in 2 South, 4 East and 3 North have been completed to facilitate the asbestos removal and ceiling strip out of each quadrant, in readiness for handing over to the Capital Programme Works Service for subsequent fitting-out. All were completed on schedule by the Facilities team.

#### Middlesex Suite

The external scaffolding and temporary roof have now been erected. The roof repair and recovering contract has commenced and the replacement Crittall windows are due to be installed. The roof structure is to be reinforced for installation of the air source heat pumps and replacement PV panels.

The new replica Crittall windows are on order following receipt of Listed Building Consent  
The asbestos removal within the CAB Office and ex-Apetito kitchens commenced in November 2023.

### DE-CARBONISATION

The installation of heat pumps, installation of heating system controls, installation of PV Panels,

building fabric insulation, loft insulation, secondary glazing and lighting is ongoing. These works funded by Salix (Government Grant) must be claimed by 31/03/2024.

The first 10 heat pumps (by Therma Nova) manufactured in Denmark were delivered on 9<sup>th</sup> January 2024; 14 more are to be delivered on 19<sup>th</sup> February 2024 and the final delivery 11<sup>th</sup> March 2024 at Civic Centre. All works for Decarbonisation should complete by October 2024. Basement car park and LED lighting improvements are also being progressed.

## INTERNAL FIT-OUT TO CIVIC OFFICES AND MIDDLESEX SUITE

Construction Programme currently runs from October 2023 to July 2024. The appointed contractor Greyline commenced in October, with capital release approved for works to 2 East, 1 North, Middlesex Suite and Corporate Reception. Due to a new location for the Housing Needs Reception and other factors, an updated contract programme is being sequenced.

### Civic Centre

- 2 East Office Areas – Structural works to create the new spaces and meeting rooms are complete and there is continued design of mechanical and electrical, fire, and data requirements.
- 1 North – The new staff breakout area has been stripped out, and new water, drainage and electrical works are progressing for the fit-out of the kitchen and vending machines.
- 1 North – The CCTV room now has 60-minute fire and acoustic rated walls installed to provide a safe and secure environment for the Borough's CCTV command centre. Ceilings are being replaced, to be followed by installation of blue lighting to reduce glare.
- 1 North - Housing Reception – This area will now be co-locating with CAB Office on Level 1 of the Middlesex Suite.

Further quadrants of the Civic Centre are being prepared for decanting and asbestos strip out. A Capital Release paper is ready for approval to enable the Main Contractor to commence fit-out in these next quadrants. This will be subject to external clients reviewing the Civic Centre for rental opportunities.

### Middlesex Suite & Main Reception

Internal stripping out of Middlesex Suite is continuing. Internal ceilings and partitions have been removed to enable detailed designs to be progressed. Works to the Main Reception are to be closely coordinated with current end-users and to ensure continuity of the public-facing areas. CAB Office – An online service is now in place, complemented with a face-to-face service in the Civic Centre main reception. The proposal for Housing Needs Reception and a smaller CAB office in Level 1 of the Middlesex Suite has been agreed in principle. A Capital Release report has been drafted to appoint consultants to progress these designs and tender documents for this work.

Our appointed architects developed a 'fly through' graphic for the proposed office layout and break out area, which has been shared with CMT/SDB and added to the intranet page. Chairs, pods, blinds, and desk backboards are now being sourced for the new spaces.

## LEASING

A full list of current tenants at The Civic Centre and income generated has been captured. We have identified an external client as potential new tenants within Civic Centre during 2024. Coffee contractor to be identified as part of the proposals for the main reception.

## DISPOSAL OF THE CIVIC SITES

Initial feasibility work has been undertaken to understand the potential for the 3 adjacent sites to provide a land receipt to contribute to the cost of the works to the Civic Centre and provide affordable housing. Based on advice to date, the Council is being asked to consider whether the disposal should be delayed until developer appetite returns.

It may also be best to consider what impact the emerging Uxbridge Town Centre Master plan might have on any proposals, when it is published.

## LIBRARY

The proposed relocation of Uxbridge Library from the High Street to the Civic Centre is subject to future consideration by Cabinet in due course and follows a public engagement exercise.

## NEXT STEPS

- The project team are updating CMT/SDB on the NHS leasing part of the building.
- The project team are working with designers and suppliers in relation to furniture for 2 East & 1 North, before submitting to cabinet. A lead in period of 4-to-6-week is required for delivery by mid-March 2024.
- February 2024 - Library proposals are expected to be considered by Cabinet.
- March 2024 - Vending machines are to be moved to new break out area on 1 North.
- Plant requirements for Civic Centre discussions have commenced. Supplier (Leaflike)
- Estates team is leading on options / proposals for a new coffee contractor in the main reception.
- New desk chairs to be identified moved around each quadrant for staff to test and try out.
- ICT proposals for each quadrant to be agreed.
- Furniture and costings for remaining quadrants to be agreed.
- Internal signage proposals in terms of fonts, colour for each quadrant and breakout area have commenced.

## PERFORMANCE DATA

### FINANCE

<b>CAPITAL RELEASES</b>	<b>EXPENDITURE &amp; REMAINING BUDGET</b>
Overall Capital Budget Programme 2023/24	<b>£13,403,000</b>
Capital Releases to date (numbers 1 to 8) Phases 1 and 2 of Civic Centre, Civic Centre Lift Replacements & Middlesex Suite Works.	(£5,080,000)
Capital release pending (Number 9) Phase 3 of the works for the remaining 7 quadrants	(£4,986,000)
Break out area furniture / quadrant furniture / ICT equipment	(£600,000)
Carbon Reduction - Installation of Community LED intelligent 24v communal emergency lighting system in Mezzanine Car Park	(£195,000)
Middlesex Suite Lift	(£192,000)
Level 1 Middlesex Suite	(£437,000)
<b>TOTAL EXPENDITURE</b>	<b>(£11,490,000)</b>
<b>REMAINING BUDGET 2023/24</b>	<b>£1,193,000</b>
Budget 2024/25	£5,000,000
Budget 2025/26	£500,000
Budget 2026/27	£500,000
Budget 2027/28	£500,000

### PROCUREMENT

Advice and approval was sought from Procurement and agreed frameworks have been used within the project where required.

### GOVERNANCE

- Weekly meetings with project leads.
- Monthly meetings with whole project team and sponsor.
- Regular updates to CMT / SDB.
- MTFF Savings tracked, and progress reported monthly.
- Cabinet Member briefings as and when required.

### RESIDENT BENEFIT

The aim of the project is to reconfigure and refurbish the existing listed building, bringing more

council functions into one location by creating a new multi-purpose hub in the heart of Uxbridge, and reduce running costs and carbon emissions.

## **FINANCIAL IMPLICATIONS**

In June 2023 Cabinet approved the overall programme expenditure and delegated further approvals via capital releases to be agreed at the appropriate delegated authority level.

## **BACKGROUND PAPERS**

NIL

## **APPENDICES**

NIL