

NORTH LANARKSHIRE COUNCIL

REPORT

To: GENERAL PURPOSES COMMITTEE	Subject: MEMBERS' ACCOMMODATION
From: DIRECTOR OF ADMINISTRATION	
Date: 17 August 2000	Ref: JOH/IL

1. Background

- 1.1 Part of the office accommodation on the Fifth Floor of the Civic Centre is allocated for use by the Whips of the Majority Group. Adjoining accommodation is allocated for Members' Services staff, principally to provide secretarial assistance to the Committee Conveners whose offices are on that floor.
- 1.2 It has been identified that the accommodation allocated for staff use exceeds current requirements, while the area adjacent, used as the Whips' Office, is unsatisfactory to accommodate the three members of the Council and one member of staff currently located there.

2. Proposal

- 2.1 It is proposed that an area of the current staff accommodation be partitioned off to form an individual office which can be occupied by the Chief Whip. This would optimise the use of the accommodation available.
- 2.2 All accommodation in that part of the Civic Centre is fitted out using the Neslo systems and, in order to retain the integrity of the accommodation for members and staff, it is recommended that the contract be negotiated with Neslo, Broxburn, West Lothian. It is anticipated that the costs will be in the region of £1,300 exclusive of fees.
- 2.3 After consultation with the Director of Finance, it has been identified that the costs of the necessary works are below the level for capital expenditure and can be accommodated within the revenue budgets for members' equipment for the current year.

3. Recommendation

- 3.1 It is recommended that the Committee approve the negotiation with Neslo, Broxburn, West Lothian of works to rationalise members' accommodation on the Fifth Floor as described above and authorise the Director of Administration to enter into a contract for the completion of those works.


Director of Administration