



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	To seek approval to tender for new air conditioning for 22-38 Gloucester Street as the result of the move of Reprographics to 22-38 Gloucester
Date:	24 th October 2008
Reporting Officer:	Trevor Salmon, Director of Corporate Services
Contact Officer:	Rose Crozier, Head of Information Services Belfast

Relevant Background Information

The Reprographics Section will be relocated from 9 Gloucester Street to 22-38 Gloucester Street (where ISB is located) to free up the ground floor of number 9. This will allow the options available regarding the long term use of number 9 Gloucester Street to be considered.

Plans are being drawn up to make the available space on the ground floor of ISB suitable for Reprographics.

The building work required will be carried out by the Council's Facilities Management Service.

Key Issues

An important requirement to facilitate the move is the installation of new air conditioning on the ground floor of the ISB building to accommodate the needs of reprographics.

Air conditioning is installed on other floors of the building and is in various states of repair. It is now considered that the benefits of a coordinated approach to the air conditioning needs of the building will produce better value for money, single point responsibility with a supplier and better controls as well as meeting the needs of Reprographics.

Resource Implications

Financial

The estimated cost for the necessary upgrade to the air conditioning in Gloucester Street is £60,000. The amount has been provided for in the current year's revenue estimates.

Human Resources

Discussions have taken place with the staff concerned and with their nominated trade union representatives regarding the move to ISB.

<u>Asset and Other Implications</u> None

Recommendations

It is recommended that the Council invites tenders to install the required air conditioning in 22-38 Gloucester Street.

Members are requested to:

1. Note the relocation of Reprographics to the ISB building.
2. To approve the recommendation to tender for new air conditioning in 22-38 Gloucester Street.