

FURNITURE PURCHASE FOR JOBCENTRE PLUS AREA
REPORT OF SANJIV KOHLI

WARDS AFFECTED: NONE



Hinckley & Bosworth
Borough Council

A Borough to be proud of

1. **PURPOSE OF REPORT**

In accordance with financial procedure rules, to seek member approval for the creation of a budget to purchase furniture to be located in the Jobcentre Plus area on the ground floor of the Hinckley Hub.

2. **RECOMMENDATION**

- i, Members approve the £48,000 capital budget for the purchase of furniture in the Job Centre plus area.
- ii, Members approve the £48,000 contribution from Job Centre Plus for the purchase of the furniture.

3. **BACKGROUND TO THE REPORT**

Jobcentre Plus are shortly relocating to the Hinckley Hub. The furniture that Jobcentre Plus have chosen for their area is to be purchased from Senator International Ltd, the same supplier that HBBC have used to furnish the building. In order to maintain the competitive pricing and standardise warranties and maintenance throughout, HBBC would look to purchase the furniture on behalf of Jobcentre Plus.

The full cost of the furniture is £48,000+VAT, which will be fully reimbursed by Jobcentre Plus.

4. **FINANCIAL IMPLICATIONS [IB]**

In order to maintain the competitive pricing and standardise warranties and maintenance, HBBC have been requested to purchase the furniture. Job Centre Plus will reimburse HBBC for the capital cost of £48,000.

5. **LEGAL IMPLICATIONS (AB)**

None raised directly by this report

6. **CORPORATE PLAN IMPLICATIONS [MZ]**

By creating and valuing partnerships with other public sector bodies, we are working towards our corporate aim for providing value for money and proactive services.

7. **CONSULTATION**

None required

8. **RISK IMPLICATIONS**

It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

The following significant risks associated with this report / decisions were identified from this assessment:

- [1. Use the RISK TACTICAL approach detailed in the Risk Management Strategy (available on the intranet) to identify any risks associated with this report / decision;
2. Assess the risks identified using the corporate assessment criteria for likelihood and impact detailed in the Risk Management Strategy to determine risk levels;
3. Please ensure that risks are captured on project, service or corporate risk registers;
4. Ensure the risks are contained in the Service Improvement Plan for your service area;
5. Record significant risks (ie those that remain red after accounting for current mitigating actions and require treatment – Net Red risks) in the box below.]

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Breakdown in partnership between HBBC and Jobcentre Plus	Recommendations in this report are approved	Malcolm Evans

9. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

[This section should never be left as 'none' – explanation must be given. Identify the possible implications that the decision will have on our community, for example:

- Data used to identify the community or groups affected by the decision
- Impact on vulnerable groups (eg.disabled, carers, those with learning difficulties)
- Impact on Parish Councils
- Environmental implications
- Ensuring services are accessible to all (location, method of delivery).]

Where there is a proposed new service, change of service, or a new or reviewed policy, an Equality Impact Assessment is required and has been undertaken and can be viewed here: [Insert hyperlink to EIA on website or state 'non required']

[To be approved by your service manager before submission]

10. **CORPORATE IMPLICATIONS**

By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications
- Voluntary Sector

Background papers: None

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