

**Estates Strategy programme: October 2019 Council (public) update**

<b>Purpose of paper</b>	This paper provides a progress update on the GDC Estates strategy programme covering both Strands 1 and 2.
<b>Action</b>	For noting.
<b>Corporate Strategy 2016-19</b>	Performance Objective 2 – To improve our management of resources so that we become a more efficient regulator.
<b>Business Plan 2018</b>	Estates Strategy.
<b>Decision Trail</b>	<p>The decision trail below covers the decisions made in the last three months. All of the previous decisions have been logged within the Estates programme documentation.</p> <p>A paper was submitted to the Council on 25 July 2019 for noting and provided a progress update for the GDC Estates strategy programme covering both Strands 1 and 2 along with the latest quarterly organisation chart.</p> <p>A paper was submitted to the SLT on 6 August 2019 for ratification of the provisional agreements made at the SLT workshop on 8 July regarding the proposed team zones post the Wimpole Street refit along with the meeting rooms to be made available during the refit. SLT provided ratification.</p>
<b>Next stage</b>	This paper is for noting.
<b>Recommendations</b>	The Council is asked to note the contents of this paper.
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<b>Appendices</b>	No appendices

## 1. Executive Summary

- 1.1. This paper provides a progress update on the GDC Estates strategy programme covering both Strands 1 and 2 for noting.

### Strand 1

- 1.2. People Services – the final member of staff from Strand 1 is due to leave in January 2020.
- 1.3. The closure report for Strand 1 is currently being drafted including review of benefits realisation.

### Strand 2

- 1.4. Wimpole Street refit – the contract has been awarded to Wates Smartspace who started the nine weeks refit on 30 September as planned and are on target to complete by end of November.
- 1.5. Wimpole Street refit – as well as bringing the GDC’s hearings service ‘in-house’ the refit will also provide informal collaborative workspaces and video conferencing.
- 1.6. Wimpole Street refit – communicated the locations and dates for the team moves for before, during and after the refit works enabling teams to visualise how they can use these spaces.
- 1.7. People Services - as at the end of September the majority of staff from Strand 2 have left the GDC, with the final c. 20 staff due to leave between October 2019 and January 2020.
- 1.8. Recruitment – to date we have filled c. 80% of posts for Strand 2, including staff relocating.

## 2. Estates strategy programme progress overview – Strand 1

### Building update

- 2.1. New building in Birmingham – the appointed contractor, is currently finishing off the final few snagging items and defects in preparation for the final 12 months defects resolution date of 1 November.

### People update

- 2.2. People Services – one member of staff left at the end of September and the final member of staff is due to leave in January 2020 as part of Strand 1. To date all notice letters and settlement agreements required have been returned on time and all leavers processed appropriately.
- 2.3. Strand 1 project closure report – this is currently being drafted for Strand 1 and will include the review of the lessons learned, financial assumptions and the benefits realised to date.

## 3. Estates strategy programme progress overview – Strand 2

### Wimpole Street refit update

- 3.1. The contract for the Wimpole Street refit was awarded to Wates Smartspace who started the formal nine weeks refit on 30 September as planned.
- 3.2. We are currently on target for completing the full refit works, including IT, by the end of December 2019 with the new hearings service to be operational in Wimpole Street as from the start of 2020. This aligns with the closure of the GDC’s current external hearings venue at Smithfield’s at the end of December 2019 enabling the realisation of the planned savings.
- 3.3. Along with bringing the GDC’s hearing service ‘in-house’ we will also be incorporating some of the key learnings from our new Birmingham office with the inclusion of informal and multi-purpose collaborative work spaces as well as video conferencing.
- 3.4. We have finalised the locations and dates for the team moves in Wimpole Street for before, during and after the refit works, minimising wherever possible the disruption to the organisation. This has enabled teams to visualise how they and their colleagues can best use these spaces.

### Birmingham building update

- 3.5. We are on target to fit-out the expansion area of the Birmingham office to provide an additional 32 desks by capitalising on the opportunity to re-use some of the surplus furniture and equipment from the Wimpole Street refit.

### People update

- 3.6. As at the end of September 2019 and in alignment with the start of the Wimpole Street refit works, the majority of staff from Strand 2 have left the GDC with the final c. 20 staff due to leave between October 2019 and January 2020. All leavers have been given access to the GDC outplacement service with c.70 staff accessing the complete delivery of outplacement services.
- 3.7. Recruitment – we have successfully filled 80% of Birmingham posts for Strand 2, including those who will be relocating, using the 'tried and tested' assessment centre model from Strand 1 and with minimal need for use of recruitment agencies. The focus is now on the recruitment of the outstanding posts along with those that have proved to be harder to recruit.
- 3.8. A communications timeline and dedicated intranet page for the Wimpole Street refit has been developed to keep all staff updated and engaged on a regular weekly basis of the key activities for pre, during and post the refit and how they can get involved.

### Operational Readiness update

- 3.9. To ensure business continuity and readiness for the forthcoming changes across all sites, the operational leads have developed and are currently delivering their operational readiness plans with the support and input of their respective teams.

### Assurance update

- 3.10. A deep dive was undertaken in September of the people and business continuity activities for the Estates programme to provide assurance to the Audit and Risk Committee (ARC), of which positive feedback was received from ARC of the work undertaken.
- 3.11. As part of the ongoing assurance of the Estates strategy programme, we are currently reviewing and revising the Estates financial business case and respective costs and savings projections to ensure that we are still on target to realise the forecasted financial and organisational benefits.

## **4. Recommendations**

- 4.1. The Council is asked to note the contents of this paper.

## **5. Internal consultation**

- 5.1. This paper has not been formally consulted on internally however the updates have been derived from internal consultation with the Estates strategy programme team and key internal stakeholders.

## **6. Appendices**

- 6.1. There are no appendices.