

By: The Chairman of Selection and Member Services Committee

To: Selection and Member Services Committee – 16 January 2008

Subject: Members Lounge

FOR DECISION

Introduction

1. (1) Arising from all-party agreement at the meeting of the Committee on 10 October 2007, quotations for upgrading accommodation in the Members Lounge and creating a library area have been sought and are set out below for the Committee's agreement:-

Carpet Cleaning	£197.42 + VAT
Window Cleaning (internal only)	£ 45.00 + VAT

(2) Three quotations were sought for the decoration and preparation of the Lounge and Library area, the lowest quotation details are:-

Members Lounge	£2,370.00 + VAT
Members Library	£1,489.66 + VAT

(3) Quotations for the electrical work involved are as follows:-

Members Lounge	£2,249.00 + VAT
Members Library	£ 828.00 + VAT

Members should note that the VAT is reclaimable.

(4) It is hoped that the leather furniture already in the Lounge will be sold and quotations are being sought to replace with leather chesterfields and wing chairs. Examples of the proposed furniture will be available at the meeting. If however, it is decided to keep the original furniture a quote has been received for cleaning. It is also intended to install a flat screen television in the Members Lounge.

(5) An analytical examination for asbestos within these areas has taken place and no trace of asbestos has been detected.

2. Recommendation

Members are asked to agree to these works now being undertaken.

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