








FINANCE AND GENERAL PURPOSES COMMITTEE – 14 APRIL 2025

REPORT FOR DECISION

PREPARATIONS FOR PENZANCE COUNCIL RECEPTION DUE TO THE PENLEE COACH HOUSE REDEVELOPMENT

Our Culture	Our Decision Making	Our Environment	Our Money	Our People	Our Places	Our Resilience & Wellbeing
						
	✓		✓	✓		

Recommendation

1. The use of up to £10,000 from the Penlee Centre Building earmarked reserve and up to £10,000 from the Town Deal Project earmarked reserve be approved in order to support the required electrical works to Penlee Centre and the provision of temporary accommodation for the Council’s reception service as a result of the Coach House redevelopment.
2. Authority be delegated to the Town Clerk to secure temporary accommodation for Penzance Council’s Reception service.

Background

As previously resolved by Penzance Council, following consultation with the Coach House Project Delivery Group involving the Mayor, the Chair of the Arts & Culture Committee, the Chair of Finance & General Purposes Committee and the Chair of the Leisure & Amenities Committee, a public procurement exercise has concluded to procure a contractor for the Coach House redevelopment project. Following the conclusion of the tender process, a pre-contract meeting took place on 8 April to formalise the contractor appointment.

The detailed project construction programme is being finalised but the previously approved plans require the relocation of the existing Penlee Centre electrical supply and result in the loss of the existing reception space.

Penzance Council has previously approved the principle of the relocation of Penzance Council's reception, face to face services and the Corporate Services team to the lower ground floor of Market House, subject to a detailed service specification and lease being developed and presented to a future meeting of Penzance Council. The completion of Market House is still potentially 18 months to 2 years away and work is ongoing to finalise the long-term service specification and lease arrangements. The Coach House redevelopment therefore necessitates temporary alternative accommodation for the Council's reception service, which is an opportunity to help inform the longer term relocation and service specification and will enable continued use of the St Piran's meeting room for wider Council and community use.

To enable suitable temporary accommodation and progress the required electrical works, it is proposed that authority is delegated to the Town Clerk to secure the provision of accommodation and that the use of up to £10,000 from the Penlee Centre Building earmarked reserve, currently standing at £93,896, and up to £10,000 from the Town Deal Project earmarked reserve, currently standing at £35,000, is approved to support required works and arrangements.

James Hardy
Town Clerk