



Notice of meeting of

Executive Member For Corporate Services and Advisory Panel

To:	Councillors Healey (Chair), Jamieson-Ball (Executive Member), Looker, Pierce and R Watson
Date:	Tuesday, 30 October 2007
Time:	5.30 pm
Venue:	Guildhall

AGENDA

Notice to Members - Calling In:

Members are reminded that, should they wish to call in any item on this agenda, notice must be given to Democracy Support Group by:

10:00 am on Monday 29 October 2007, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 1 November 2007, if an item is called in *after* a decision has been taken.

Items called in will be considered by the Scrutiny Management Committee.

1. **Declarations of Interest**

At this point, Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

2. Exclusion of Press and Public

To consider the exclusion of the press and public from the meeting during consideration of the following:

Annex A to Agenda Item 6 (Review and Strategy for the Commercial Property Portfolio) on the grounds that it contains information relating to the business affairs of the commercial tenants of the council. This information is classed as exempt under paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

Agenda Item 7 (Yorkshire Purchasing Organisation (YPO) Update) on the grounds that it contains information relating to the financial or business affairs of any particular person, including the authority holding that information. This information is classed as exempt under paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

3. Minutes (Pages 1 - 8)

To approve and sign the minutes of the meeting of the Executive Member for Corporate Services and Advisory Panel held on 11 September 2007.

4. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Executive Member's remit can do so. The deadline for registering is Monday 29 October 2007, at 5.00 pm.

5. Forward Plan Update (Pages 9 - 18)

To receive an update on the Resources Directorate items which are listed on the Forward Plan.

Executive Member to consider the advice of the Advisory Panel upon the following items of business and to make a decision on those items or to note the information as required:

ITEMS FOR DECISION

6. Review & Strategy for the Commercial Property Portfolio
(Pages 19 - 22)

Further to the introductory report to Corporate Services EMAP on 11 September 2007, attached to this report as Annex A is the exempt full report on the review of the Commercial Portfolio. The review forms a Service Asset Management Plan linking to the council's approved Corporate Asset Management Plan.

(Due to the size of confidential Annex A, hard copies have only been provided to Members and key officers, but copies are available on the Council's intranet or from the report author (contact details are at the end of the report) or Democracy Support Group on 01904 551088.)

7. Yorkshire Purchasing Organisation (YPO) Update Report
(Pages 23 - 28)

This report provides an update on the current position regarding recent events at the Yorkshire Purchasing Organisation (YPO), further to the report brought to Corporate Services EMAP in September 2007 and Members' request at that meeting to be kept informed of the situation as matters progressed.

8. Contract Design Management (CDM) Regulations - Implications for City of York Council (Pages 29 - 58)

This report advises Members of the necessary actions to ensure the Council's obligations under these regulations are met, highlighting duties within the authority and the necessary protocols to ensure adherence, for endorsement by Members.

9. Insurance Services Mid Term - Monitoring Report 2007/08
(Pages 59 - 64)

This report informs Members of the progress made by the Insurance service during 2007/08. It considers the team's key achievements in relation to the effective and efficient management of the insurance portfolio; in particular, performance of the insurance funds, efficient management of claims and Employers' Liability trends.

ITEMS FOR INFORMATION

10. Supplier & Contract Management System (SCMS) (Pages 65 - 74)

The purpose of this paper is to inform Members of the progress made in implementing and deploying the Supplier and Contract Management System (SCMS) at City of York Council.

11. Introduction of the Local Housing Allowance (Pages 75 - 80)

This report advises Members of the introduction of the Local Housing Allowance from April 2008 and its implications for the calculation and payment of Housing Benefit. This report is for information only and no decision is required.

12. Update on Gershon Efficiency Savings (Pages 81 - 86)

This report is for information only and gives an update on progress against the Gershon efficiency targets in the light of the 2006/07 out-turn (backward look) and the 2007/08 forecast (forward look).

URGENT BUSINESS

13. Any Other Matters which the Executive Member decides are urgent under the Local Government Act 1972.

Democracy Officer:

Name: Tracy Johnson

Contact details:

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.