

MEETING	THE EXECUTIVE
DATE	22 NOVEMBER 2005
PRESENT	COUNCILLORS S F GALLOWAY (in the Chair), S GALLOWAY, MACDONALD, ORRELL, REID, RUNCIMAN and WALLER
APOLOGIES	COUNCILLORS HALL and SUNDERLAND
IN ATTENDANCE	COUNCILLORS D'AGORNE, HILL, POTTER and VASSIE

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## **PART A - MATTERS DEALT WITH UNDER DELEGATED POWERS**

### **92. DECLARATIONS OF INTEREST**

The Chair invited Members to declare at this point any personal or prejudicial interests which they might have in the business on the agenda. No interests were declared.

### **93. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That the press and public be excluded from the meeting during consideration of the following items, on the grounds that they contain information relating to expenditure and terms proposed to be incurred by the Authority under contracts for the supply of goods or services, which is classed as exempt under paragraphs 8 and 9 of Schedule 12A to Section 100A of the Local Government Act 1972:

- Annexes 1,2,3,5 and 6 to agenda item 6 (*Administrative Accommodation Project Business Case*)
- Annex C to agenda item 7 (*ITT Development Plan 2006/07*) and those parts of Annex B2 to this item which relate to budget costs
- Annexes A and B to agenda item 8 (*Procurement of Highway Maintenance Services – Preferred and Reserve Bidder Recommendations*)

### **94. MINUTES**

RESOLVED: That the minutes of the Executive meeting held on 8 November 2005 be approved and signed by the Chair as a correct record.

### **94. PUBLIC PARTICIPATION**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

## 95. EXECUTIVE FORWARD PLAN

Members received and noted an updated list of items currently scheduled on the Executive Forward Plan.

## 96. ADMINISTRATIVE ACCOMMODATION PROJECT – BUSINESS CASE

Members considered a report which presented the business case for the rationalisation of the Council's current administration accommodation portfolio and informed Members of the outcome of the site options appraisal for 84 Piccadilly, Blackfriars House, 17-21 Piccadilly and Hungate.

The report and its annexes summarised the extensive research and analysis supporting the business case, which demonstrated the benefits offered by the project. These included:

- Responding to the Gershon agenda, with a solution which would represent savings to the Council of around £29m over time
- Meeting current Disability Discrimination Act legislation
- Providing sustainable and modern accommodation which would meet the Council's future needs
- Recognising the potential to share space with partner organisations
- Improving the Council's CPA rating
- Inward investment to the City worth approximately £50m
- The chance to release historic buildings for restoration and more appropriate use and to redevelop under-used Council sites
- The ability to support the relocation of the Hungate ambulance station to sites which accorded with emergency response needs
- Re-provision to modern standards of the Peaseholme Relocation Centre currently situated on Hungate.

Following the site appraisal, three schemes had been taken forward for further appraisal and were now presented as options for Members' consideration, as follows:

**Option 1** – new accommodation providing a one stop customer contact centre and limited office accommodation at 17-21 Piccadilly, and the remaining office accommodation at Hungate.

**Option 2** – new accommodation at Hungate, as a one site solution providing a one stop customer contact centre and office accommodation.

**Option 3** – new accommodation at 17-21 Piccadilly and Hungate providing additional accommodation that could be made available for partners to lease.

Option 2 was recommended, since it scored highest overall in terms of suitability and deliverability, as detailed in Annex 2. The report provided further financial analysis of this scheme.

In welcoming the proposals set out in the report, and the benefits they would provide, the Executive Leader stressed that rigorous cost controls must be

imposed on the project to ensure value for money and delivery within the budgets indicated.

Having considered the advice of the Shadow Executive, it was

RESOLVED: That approval be given to:

- (i) The overall business case to rationalise the Council's current administrative accommodation portfolio to a reduced number of sites at:
  - Hungate
  - The Guildhall
  - St Anthony's House, Clarence Street
  - 50 York Road, Acomb
- (ii) The provision of a new administrative building at the Hungate site (**Option 2**), to provide approximately 12,870 m<sup>2</sup> of new accommodation, including a one stop customer contact centre.
- (iii) The provision of support in facilitating a relocation of the ambulance station currently located at Hungate to a site or sites that will better respond to the emergency needs of the City.
- (iv) The relocation of the Peaseholme Relocation Centre currently situated on the Hungate site.
- (v) The sale of existing freehold premises / land at:
  - 1-9 St. Leonards Place
  - 2-4 Museum Street
  - Blake Street
  - Ashbank
  - Hollycroft
  - Yearsley Bridge
  - 17-21 Piccadilly
- (vi) The inclusion of the total project in the Council's capital programme, at a value of £27.6m.
- (vii) Venture Fund borrowing up to a maximum of £3.09m over the first ten years of the project.
- (viii) A list of possible asset sales being brought back to the Executive to consider options for improving the cash flow in the early years of the project.

- (ix) The strategy set out in paragraph 71 of the report in terms of a contingency planning or 'plan B' (fall back position).
- (x) The overall project management arrangements, to include the strategy for procurement and overall risk management, as set out in paragraphs 94 to 105 of the report.
- (xi) A review of the current facilities management arrangements.
- (xii) A commitment to cultural change.

**REASON:** In order to move forward with this exciting project, which will improve services for customers, secure high levels of sustainability in the new building and support the cultural change within the Council towards creating a more cohesive workforce and 'joined up' service delivery.

## **97. INFORMATION TECHNOLOGY & COMMUNICATIONS (ITT) DEVELOPMENT PLAN**

Members considered a report which set out proposals for investment in ITT in 2006/07, following evaluation and prioritisation of the bids by the Council's Corporate IT Strategy Group (CITSG). Due to the reduced resource availability to work on projects outside the scope of the [easy@york](mailto:easy@york) programme, Directorates had been asked to submit only those bids which were essential for implementation in 2006/07.

Bids had been evaluated on the basis of a risk and impact assessment of each scheme, allocating a risk score to each bid. The recommended bids were set out in priority order in Annex B to the report. A public version of Annex B, omitting the budget information, was circulated at the meeting, together with additional information on the key outcomes of each scheme. All the recommended bids could be resourced within existing budgets pre-allocated for IT development in 2006/07, except those from Education, which were the subject of a separate growth bid for £53,882..

Members were invited to consider the following options:

**Option 1** – Approve all the recommended bids identified in Annex B2;

**Option 2** – Approve only those schemes essential to meet urgent business requirements in 2006/07 and to deliver PSOs;

**Option 3** – Review the recommended schemes in 2006/07 to reduce the number approved and increase the unallocated budget.

Option 1 was recommended, on the basis that it would address all essential business needs and implement new systems to improve service delivery, whilst leaving £103k unallocated for consideration when reviewing the options available in the [easy@york](mailto:easy@york) report to be brought to the Executive on 6<sup>th</sup> December.

Having considered the advice of the Shadow Executive, it was

RESOLVED: (i) That, in principle, funding be agreed for the recommended ITDP bids for 2006/07, in line with Option 1.

REASON: To address essential business needs, meet legislative requirements, deliver the full programme of Priority Service Outcomes (PSOs) and improve service delivery and efficiency.

(ii) That no decisions be made regarding the unallocated budget remaining until consideration of the [easy@york](#) report on 6 December.

REASON: Because of the high priority of the [easy@york](#) programme and to give Member some choices regarding the procurement options to be included in this report.

(iii) That the likely requirement to fund Phase 2 of the Community Services Upgrade in 2007/08 (£225k ongoing) be noted.

(iv) That the proposal for Community Services to report to the Executive in February 2006 on their preferred path for the implementation of the Children's Services and Adult Social Care system requirement be noted.

(v) That, as part of the budget build process, Departments be asked to further justify the individual schemes by specifying verifiable targets and trackable outputs for each one, plus an indication of the improved PIs, financial or other benefits that will be seen by residents.

REASON: To determine the measurable benefits that will be provided by each scheme, so that Members can be sure that the investment will be worthwhile.

## **98. PROCUREMENT OF HIGHWAY MAINTENANCE SERVICES – PREFERRED AND RESERVE BIDDER RECOMMENDATIONS**

Members considered a report which summarised the evaluation of external service providers following the submission of tenders for highway maintenance services and recommended the appointment of a preferred and reserve bidder.

As explained in previous reports, the contract had been split into Part A and Part B services, to enable Commercial Services to be market tested. The five external contractors had been evaluated and scored in relation to the two likely outcomes – provision of all services or provision of Part A services only, with Part B being provided by Commercial Services. Alfred McAlpine Government Services had scored the highest against both outcomes, and Amey Infrastructure the second highest. It was therefore proposed to nominate Alfred McAlpine as the preferred bidder and Amey as the reserve bidder in both cases. Details of the evaluation, supported by a consultant's report, were set out in Annexes A and B

Award of the contract would remain subject to completion of the market testing exercise on Commercial Services. If the proposal was agreed, it was intended to complete post-tender clarification by mid-December and bring a further report to the Executive in January 2006 which would present the results of market testing and make recommendations on the award of Part A and Part B work.

**RESOLVED:** That, subject to the outcome of the market testing exercise on Commercial Services, Alfred McAlpine Government Services be nominated as preferred bidder for Part A+B and Part A, with Amey Infrastructure Services as reserve bidder for Part A+B and Part A.

**REASONS:** In accordance with the evaluation process and consultants' report.

**99. CITY OF YORK COUNCIL – ORGANISATIONAL REVIEW: UPDATE REPORT – ADULT SOCIAL SERVICES AND HOUSING**

Members considered a report which provided an update on progress towards implementing Members' recommendations in respect of the Council-wide organisational review, and presented options for progressing the appointment of a Director of Adult Services.

In July, Members had approved the proposals from the organisational review, and had agreed that the future of the Director's post would be determined following discussions with Selby and York Primary Care Trust (SYPCT) about a potential joint appointment. Since then, a number of significant changes had been announced for the NHS which called into question the future configuration of, and the Council's current partnerships with, SYPCT.

In view of the need to appoint a chief officer with operational responsibility for adult social services and housing services, three options had been identified:

**Option 1** – move immediately to a Council appointment of a Director of Adult Social Services and Housing;

**Option 2** – maintain current acting-up arrangements while outline project planning for service integration is carried out and the future configuration of the PCT determined;

**Option 3** – make a time-limited appointment to the post of Director of Adult Social Services and Housing.

Option 1 was recommended, on the basis that it would provide certainty about the leadership of services and stability within a changing landscape. As agreed by Members in July, it was also proposed to keep Adult Social Services and Housing together and to review these arrangements once the future shape of health service commissioning and provision was clearer.

Having considered the advice of the Shadow Executive, it was

**RESOLVED:** That option 1 be approved, as set out in paragraph 3.18 of the report, and that action be taken to move immediately to a Council appointment of a Director of Adult Social Services and Housing.

**REASON:** In view of the uncertainties surrounding the future of the PCT and to provide stability and flexibility for the future.

#### **100. ARRANGEMENTS FOR THE COUNTING OF VOTES AT FUTURE LOCAL ELECTIONS**

Members considered a report which sought advice regarding arrangements for the counting of votes at future local government elections and recommended moving to a single counting venue for the whole of the City of York Council area.

Traditionally in York, the counting of votes had been localised and held in individual wards. However, due to the number of staff required and the unsociable hours, recruitment for this work had become difficult and expensive. Following the change in the rules for postal voting, there were further concerns about postal votes being delivered by hand, either to the wrong ward or in large numbers just before close of the poll, putting further pressure on staff. The current system also made it impossible for election agents, the Returning Officer or an experienced deputy to be present at every count, thus causing difficulties if a recount was required.

It was therefore suggested that the Council move away from the 22 satellite counts towards a central count venue for the whole of the City Council area. It was estimated that this would reduce the cost of the count from £7,500 to approximately £5,000.

Having considered the advice of the Shadow Executive, it was

**RESOLVED:** That the Returning Officer be supported in moving away from the traditional counting of votes at local government elections within the separate wards to a single counting venue for the whole of the City Council area.

REASON: To provide a more convenient, secure and professional arrangement which will enable all 22 wards to be counted simultaneously, at a reduced cost and with less pressure on staff.

## **101. SUSTAINABLE ENERGY USE IN COUNCIL BUILDINGS**

Members considered a report of the Head of Property Services which presented Officer advice to date on the recommendations made by the Environment and Sustainability Scrutiny Board in their report on Sustainable Energy in Council buildings. The report had been circulated separately on 15 November, after publication of the Executive agenda. The Scrutiny Board's report (referred to as Annex A) had been made available on the Council's website.

The Board's report had been agreed by the Scrutiny Management Committee on 25 July 2005. It acknowledged the Council's 'green' credentials and commitment to environmental issues and provided an overview of energy consumption and ten recommendations for improvement. The Corporate Landlord had instigated a piece of work to identify key areas of work and clear objectives, outputs, targets and timescales for energy policy, promotional activity, an 'Invest to Save' approach and energy management. The results would be reported to the Executive on 17<sup>th</sup> January 2006 and Officers would continue to consult with Board Members in the meantime.

Key data in relation to the Board's recommendation 10 (*"That the Executive develop and approve the roll-out of DISPLAY for York..."*) was circulated at the meeting by Cllr Vassie. Members noted that the DISPLAY initiative represented a "quick win" in terms of action which could be taken in response to the Board's recommendations prior to receipt of the further report.

Having considered the advice of the Shadow Executive, it was

RESOLVED: (i) That the Scrutiny report be welcomed and that Officers be asked to work on a report to the Executive on 17<sup>th</sup> January, as set out in the Head of Property Services' report, which will detail how the Council can move to a higher use of renewable energy, with an objective of reaching 100%.

REASON: In order to respond appropriately to the Board's report and in particular to recommendations 1, 3, 4 and 9.

(ii) That Officers work on public displays of energy and water consumption of public buildings, and on publicity to give 'ownership' of the efficiency of the buildings to their users, to conform with Article 7-10 of the European Directive 2002/91/Ec.



REASON: In response to the Board's recommendations 6 and 10.

- (iii) That Officers develop a 'best practice' model for schools, which can be shared with governing bodies, detailing the financial and environmental advantages of investment in energy efficiency and how that can assist development of the curriculum.

REASON: In response to the Board's recommendation 7.

**S F GALLOWAY (Chair)**

[The meeting started at 2:00 pm and finished at 2:55 pm].