



## Notice of meeting of

### Shadow Executive

**To:** Councillors Scott (Chair), Gunnell, King, Looker, Merrett, Potter and Simpson-Laing

**Date:** Wednesday, 20 August 2008

**Time:** 3.15 pm

**Venue:** The Guildhall, York

### AGENDA

#### 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 excluding the press and public from the meeting during consideration of Annex C of Agenda Item 5 (Hungate Council Headquarters Briefing Report) 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 amended by the Local Government (Access to information) (Variation) Order 2006.

#### 3. **Minutes** (Pages 1 - 6)

To approve and sign the minutes of the Shadow Executive meeting held on 23 July 2008.

#### **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 Shadow Executive's remit can do so. The deadline for registering is Tuesday 19 August 2008, at 5.00 pm.

#### **5. Hungate Council Headquarters Briefing Report (Pages 7 - 22)**

To receive a briefing report on progress made since the withdrawal of the planning application for the Hungate Council Headquarters and future intentions regarding a project review.

#### **6. Any Other Matters which the Chair decides are urgent under the Local Government Act 1972.**

#### Democracy Officer:

Name: Simon Copley

Contact details:

- Telephone – (01904) 551078
- E-mail – [simon.copley@york.gov.uk](mailto:simon.copley@york.gov.uk)

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.

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If you would, you will need to:

- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
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### Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

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### **Holding the Executive to Account**

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

### **Scrutiny Committees**

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

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City of York Council

Committee Minutes

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MEETING	SHADOW EXECUTIVE
DATE	23 JULY 2008
PRESENT	COUNCILLORS SCOTT (CHAIR), GUNNELL, KING, MERRETT, POTTER AND SIMPSON-LAING
APOLOGIES	COUNCILLOR LOOKER

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**38. DECLARATIONS OF INTEREST**

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda.

Cllr Potter declared a personal non prejudicial interest in Executive Items 9 and 10 (Minutes 46 and 47 refer) as a consultee for the Tang Hall Area Asset Management Plan.

Cllr Simpson-Laing declared a personal non prejudicial interest in Executive Item 8 (Minute 45 refers) as a user of the Bus Service 22.

**39. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That the press and public be excluded from the meeting during consideration of Annex 4 to Executive agenda item 13 (Update on Carry Forward Issues and Key Considerations in the Allocation of Surplus Resources – Minute 50 refers), on the grounds that it contains information relating to consultations and negotiations in connection with a labour relations matter arising between the authority and its employees. Such information is classed as exempt under paragraph 4 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

**40. MINUTES**

RESOLVED: That the minutes of the last meeting held on 9 July 2008 be approved and signed as a correct record.

**41. PUBLIC PARTICIPATION**

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

**42. EXECUTIVE FORWARD PLAN**

The Shadow Executive made the following comments on the Forward Plan at page 21 of the papers circulated for the Executive meeting to be held on 29 July 2008:

*The Shadow Executive:*

- *agreed to provisionally request officers for the following items on the Executive Forward Plan:*

*Executive on 9 September*

- *A Big Screen for York*

*Executive on 23 September*

- *Waste Strategy*
- *Customer Strategy*
- *Review and Strategy For the Commercial Services Portfolio – Future Investment Strategy*

**43. WEBCASTING COUNCIL MEETINGS**

The Shadow Executive considered a report which was listed as item 6 on the agenda for the Executive meeting on 29 July 2008, at page 25. The report asked Members to consider the benefits of web-casting Council meetings and the cost effectiveness of such an exercise.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *raised concerns about Paragraph 24 regarding using video broadcasts instead of webcasting, and recommended that this should not be the way forward as the broadcasting content could be edited to portray political bias;*
- *supported Option 2b and agreed that a pilot should be used;*
- *agreed that Members views should be sought and recommended that it should be used in Planning Committee meetings when considering contentious issues and at full Council.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

**44. ACCESS YORK PHASE 1 PARK & RIDE DEVELOPMENT – PROGRAMME AND CONSULTATION PLAN**

The Shadow Executive considered a report which was listed as item 7 on the agenda for the Executive meeting on 29 July 2008, at page 43. The report sought approval for proposals to progress a major scheme bid to

the Department for Transport for three new Park and Ride sites, with associated alterations to the highway infrastructure, bus corridor works and the fully operational bus services to be in place by 2011, following the success of the Council's application to the Regional Transport Board for Regional Funding Allocation.

Having discussed the issues set out in the report and questioned officers present at the meeting, the following comments were agreed:

*The Shadow Executive:*

- *were pleased to see this moving ahead;*
- *agreed that consultation needs to be sufficiently wide to include ward councillors, organisations, and residents in neighbouring wards, such as Acomb for the A59 and Clifton for the Wigginton Road sites;*
- *raised concerns, in relation to paragraphs 40 – 42, as to the accuracy of the history of consultation and that it was skewed politically and should not be part of the report;*
- *raised concerns that there were issues which were not mentioned in the report, including significant planning issues and implications as it would require development on Green Belt, and highlighted that siting and landscaping were sensitive matters which also should be included;*
- *asked, in relation to the park and ride at Wigginton Road, why a site to the south west of the junction was not listed as an option, which would promote two way passenger traffic and increase revenue;*
- *were pleased to know from officers that a site to the south west of the junction could be accommodated and could be included in the consultation, and recommended to the Executive that this site was included as an option;*
- *expressed concerns for the Wigginton Road site regarding the significant revenue implications for that site and believed that the figure was below current policy;*
- *supported the subway at Poppleton, and for one at Wigginton Road if one of the northern sites were progressed;*
- *highlighted the danger of progressing a project without planning permission in place.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

#### **45. SUBSIDISED PUBLIC BUS SERVICES**

The Shadow Executive considered a report which was listed as item 8 on the agenda for the Executive meeting on 29 July 2008, at page 77. The report asked Members to note the short term arrangements put in place to maintain services for bus routes 22 and 18 and sought approval for a package of measures to modify and maintain subsidised bus services until the outcomes of the Subsidised Bus Service Review were known and new arrangements could be implemented.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *noted the report;*
- *raised concerns that Bus Service 22 had not been addressed in the report;*
- *highlighted that if York was to become a Sustainable City then there was a need for an effective public transport service and to maintain and fund such a network;*
- *agreed that Services 28 and 29 should be maintained and met the criteria for support;*
- *hoped that the final review would provide a holistic approach but raised concerns that political influences were being used;*
- *agreed that services should not be lost until cross ticketing was established.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

**46. TANG HALL AREA ASSET MANAGEMENT PLAN AD-HOC SCRUTINY COMMITTEE – FINAL REPORT**

The Shadow Executive considered a report which was listed as item 9 on the agenda for the Executive meeting on 29 July 2008, at page 89. The report presented the final report of the Tang Hall Area Asset Management Plan Ad-Hoc Scrutiny Review and asked Members to approve the recommendations previously agreed by Scrutiny Management Committee.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *noted the report;*
- *were pleased that it had finally been finished after 5 years;*
- *commended the hard work of those involved;*
- *supported the recommendations.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

**47. TANG HALL AREA ASSET MANAGEMENT PLAN**

The Shadow Executive considered a report which was listed as item 10 on the agenda for the Executive meeting on 29 July 2008, at page 109. The report asked Members to approve the Area Asset Management Plan for Tang Hall which combined the strategic direction and priorities set by the



Corporate Asset Management Plan and the priorities and requirements identified in individual council service plans and by the community at a local, location specific, level. The report stated options for improvement and change proposals, funding and set out an action plan and timescales for delivery.

Having discussed the issues set out in the report and questioned officers present at the meeting, the following comments were agreed:

*The Shadow Executive:*

- *supported the recommendation and agreed to the approval of the Area Asset Management Plan;*
- *suggested that this should be applied to other wards/parts of wards, such as the Bell Farm area, albeit more quickly;*
- *hoped that Members could be given the opportunity to identify areas for Area Asset Management Plans in their wards.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

#### **48. FORMER FAMILY CENTRE, SIXTH AVENUE, HEWORTH**

The Shadow Executive considered a report which was listed as item 11 on the agenda for the Executive meeting on 29 July 2008, at page 191. The report presented options for the future of the former Family Centre at Sixth Avenue, Heworth and asked Members to decide whether to dispose of the property or retain it for an identified service need.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *supported the recommendation.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

#### **49. APPROPRIATION OF PROPERTY**

The Shadow Executive considered a report which was listed as item 12 on the agenda for the Executive meeting on 29 July 2008, at page 199. The report sought approval for the appropriation and transfer of property held in the Housing Revenue Account or the General Fund Revenue Account to the General Fund Revenue Account or Housing General Fund, as appropriate.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *supported the recommendation.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

**50. UPDATE ON CARRY FORWARD ISSUES AND KEY CONSIDERATIONS IN THE ALLOCATION OF SURPLUS RESOURCES**

The Shadow Executive considered a report which was listed as item 13 on the agenda for the Executive meeting on 29 July. The report provided an update on carry forward issues that were deferred by the Executive at its meeting on 30<sup>th</sup> June 2008 and provided Members with information on the levels of the Council's reserves over the next three years including the underspend from 2007/08 in order to consider if any of these reserves should be used for specific purposes in 2008/09.

Having discussed the issues set out in the report, the following comments were agreed:

*The Shadow Executive:*

- *highlighted that the report had been received at a late stage which was unacceptable;*
- *reserved their position and would communicate further comments to the Executive before the meeting.*

RESOLVED: (i) That the Executive be asked to take the above comments into account when considering this item.

(ii) That the item not be called in.

CLLR SCOTT, Chair

[The meeting started at 3.15 pm and finished at 3.50 pm].



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**Shadow Executive**20<sup>th</sup> August 2008

Report of the Assistant Director: Property Services

**Hungate Council Headquarters Briefing Report****Summary**

1. The purpose of this report is to brief the Shadow Executive on the progress made since the withdrawal of the planning application and to inform of future intentions regarding a project review.

**Background**

2. The case for the Council HQ remains as compelling as before. The key project benefits are:
  - Rationalisation of the council's current administration accommodation portfolio which is anticipated to cost over £140m over the next 30 years.
  - A fully integrated York Customer Centre providing customers a single contact centre to enable all services to be accessed in one place, quickly, simply and effectively.
  - A city centre location that is accessible to all customers and citizens of York. Located in an area of regeneration with existing infrastructure and transport links providing access for staff. Maintaining the council's contribution to the economic well-being of the city through its employment of c.1400 employees in a central location.
  - A modern office environment, which supports an open interactive culture and facilitates flexible working styles, aids recruitment, staff retention and contributes toward reducing staff absence.
  - Compliance with current legislation in terms of Disability Discrimination Act in providing buildings and services that are accessible to everyone.
  - An accommodation solution that is sustainable in terms of economic, social and environmental impact, supported through three main targets: A score of "Excellent" under the British Research Establishment Environmental Assessment Model (BREEAM), to better Building

Regulations CO2 emissions requirement by 30% and to include 20% on site renewable energy generation.

- A building that is effective and efficient to enable the delivery of excellent customer services and unlock the efficiency gains identified as part of the Gershon agenda.
  - Inward investment to the city to a value approximately £50m.
  - The opportunity to release a number of important historic buildings, for example, St Leonard's for restoration and more appropriate use.
  - Provide a significant lever towards improving the Council's CPA rating through new corporate working arrangements.
  - Contribute towards the Council's overall value for money assessment.
  - Supports the reorganisation of the York Ambulance Service through the provision of land at the Yearsley Bridge site
3. Given the formal response from English Heritage and the decision to withdraw the planning application there needs to be a review of 2 key issues:
- The sites in the City that could accommodate the HQ building appraised against the criteria for the project. Hungate would be one of those sites
  - The feasibility of schemes that could achieve the council's aims taking into account the lessons learnt from the project so far
- (This process is set out diagrammatically in a Annex A)
4. There is a need to move as quickly as possible on this work but this has to be balanced by the need to ensure that a workable solution is found. Site and scheme appraisals will involve detailed work which will inevitably take some time. The annex B and exempt annex C showing the revised Action Plan gives the time frame for the immediate actions being undertaken. A more detailed plan will follow.
5. There is clearly a need to connect with a range of stakeholders in the City about the rationale for a new Council HQ and the reasons for a city centre location. There is also a need to demonstrate a more open and inclusive process which ensures that the opinions of different stakeholders are voiced, heard and taken into account. To that end it is proposed to set up a Consultation Forum as quickly as possible.
6. There will be a fuller report to the Executive on 9<sup>th</sup> September and there is a need to ensure that members remain fully engaged in the decision making process. Council Management Team will also be taking an active role in progressing the project and a series of meetings have been set up for the remainder of the year.
7. The planning application for the new Council HQ in the Hungate Redevelopment Area was withdrawn in a letter from RMJM to the City

of York Council on the 11<sup>th</sup> July 2008. This followed a period of consultation and receipt of a formal response from English Heritage.

8. The letter from English Heritage summarised their response as follows: *“Despite several meetings to discuss the emerging proposals English Heritage remains concerned that the building, by reason of its height and massing cannot be developed without harming the setting of the cluster of historic buildings and spaces around it. In summary, we object to the present proposal.”*
9. The letter also included: *“We consider that the building proposed could be a very impressive, sustainable, fit-for-purpose, civic building but that in the location and site area proposed it will cause harm to the established historic environment.”*

### **Action to date**

10. A meeting was held by the Chief Executive and the Director of City Strategy with the Regional Director of English Heritage on Friday 10<sup>th</sup> July 2008.
11. The Project team briefed the Chief Executive, CMT members and the planning team on Monday 13<sup>th</sup> July 2008 with regard to possible sites that may be considered as part of a review of council options. This included the Hungate site, a number of sites previously considered and still available (both in the council’s ownership and private ownership) and following informal discussions with landowners and developers, some new possibilities.
12. A private briefing was given to the Executive on Tuesday 14<sup>th</sup> July 2008.
13. Further discussions were had at the Corporate Monitor with Executive on 21<sup>st</sup> July 2008.
14. A financial analysis was prepared by the property team to show expenditure and commitment to date and this is at annex D to this report (This information has been shared with the Press). It is not possible at this stage to identify how much of these costs are abortive. This can only be determined once a new solution has been chosen, it will however be incorporated into any new option analysis.
15. The business case and financial model have been reviewed to understand the base position against which all future decisions will be re-modelled and considered.
16. A review has been undertaken of the project management process and the roles of partners to date, including an understanding of the council’s legal and contractual position with regard to all of its’ partners in the event of terminating the project or changing the delivery

mechanism. This was presented to the project board on the 24<sup>th</sup> July 2008.

17. There is also an ongoing review of the project management arrangements to consider what additional support may be needed to take the project forward. This will include an analysis of the impact upon other planned work within the council and those other projects linked or dependant upon the Council HQ outcomes and timescale.
18. In terms of project governance the Chief Executive and Executive have given a clear commitment to greater ownership and support for the project and project team. A number of briefing meetings have been included in diaries to support this approach.
19. The review has enabled the council to consider 'lessons learnt' particularly those relevant to 'consultation' and to prepare future strategies. It is therefore proposed to set up a 'consultation forum', experts and facilitators, and improved working relationships with English Heritage. Further work is to be undertaken on a communications and engagement strategy for the 'external audience'.
20. The Project Team has undertaken a high level analysis of the long list of potential sites available to the council. This exercise has highlighted the small number of site options likely to be available for a more detailed analysis in the coming weeks. The criteria used to undertake this piece of work included availability, deliverability, accessibility, comparative financial consequences and risk.
21. A schedule has been attached giving details of the actions, responsibility, target dates and progress to date.

### **Future actions**

22. To present this briefing note to Group Leaders on 15<sup>th</sup> August 2008.
23. The Chief Executive, Leader of the Executive and Project Champion to meet with RMJM Architects on 19<sup>th</sup> August 2008 to consider appropriate actions necessary to move the project forward and meet the Council's objectives.
24. The Chief Executive, Leader of the Executive, Project Champion and RMJM to meet the Regional Director of English Heritage on 19<sup>th</sup> August 2008, to discuss working relationships and principles to be adopted to enable an appropriate way forward for the project.
25. To establish a number of meetings with Architects, Planners and English Heritage to determine the level of acceptable development appropriate to Hungate and to support the initial option analysis work being undertaken by the project team.

26. The Project Team, with support from Legal Services, to prepare 'Terms of Reference' for a 'Consultation Forum'.
  - a. Further discussion to be had regarding the parties to be invited to this forum, including input from English Heritage.
  - b. To appoint an external 'Facilitator' to the forum.
  - c. To ensure that the forum is fully informed of the council's objectives, expectations and working parameters for the new HQ
  - d. Clarity of Role and an understanding that this is not a decision making group.
  - e. To establish at which points in the process of progressing this project the forum's views and comments will be sought.
  - f. To determine how the council will respond openly and explicitly to the views and issues raised by the forum
27. To consider the use of 'Experts' in the fields of Architecture, Planning and Communications to provide high level external support and advice to the Council.
28. To seek approval from Chief Executive, CMT and members to establish the Consultation Forum, use of 'Experts' and the development of a communications and engagement strategy.
29. To conclude the high level appraisal of site options and seek approval to undertake a more detailed analysis and outline feasibility of sites/schemes prior to establishing a number of 'scheme options' for further detailed feasibility, comparison and analysis. (See attached Option Review Process)
30. To review, develop and prioritise evaluation criteria for the scheme option analysis.
31. Review Financial Model and prepare for option analysis (this includes recruitment of Interim Finance Officer to support this process)
32. Undertake detailed analysis of site/scheme options, including outline feasibilities and revised cost model.
33. Complete review of resources to support the Council HQ project, other linked and dependant projects and those other areas contributing to organisational transformation. Undertake appropriate recruitment of Interim Managers.
34. To respond to initial enquiries for information to support Scrutiny topic – Council HQ
35. To present a more detailed report to the Executive on 9<sup>th</sup> September 2008.

36. Further reports to CMT and Executive regarding option analysis and selection of preferred scheme.

### **Continuing work**

37. Land Assembly: Continue with the vacation and demolition of the Ambulance Station; Continue with archaeological investigations; Establish and agree transition timetable for the Peasholme Hostel; Plan for the demolition of the existing hostel and to undertake necessary archaeological investigations; open discussions with local landowners and developers regarding available property to support scheme options.
38. Property Exit Strategy: Discussions with Rushbond regarding the possibility of extended use of St. Leonard's; Initial contact with other Landlords on leased buildings; Continuing with disposal strategy, particularly Yearsley Bridge and Blake Street.
39. Design and Construction: To maintain contact with Crosby Lendlease, DEFRA, Black Swan, NEDL regarding the current position, relationships and future progress.
40. ICT: Continue to liaise with Managed Service procurement exercise.
41. FM Strategy: Continue with recruitment of FM Workstream Manager and FM Advisor; Review of implementation plan pending selection of preferred solution.

### **Communications**

42. Review the current communications strategy and prepare appropriate releases for the benefit of Members, Staff and the public.

### **Corporate Priorities**

43. The provision of new accommodation and the consequential improvement in services to our customers will contribute to all of the council's priorities.

### **Implications**

44. There are no financial, legal or other implications from this briefing report. The implications of the ongoing review of the Council HQ project will be outlined in the report to the Executive on 9<sup>th</sup> September 2008.



## Recommendations

45. Members of the Shadow Executive are requested to note and comment upon this briefing report.

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**Chief Officer Responsible for the report:**  
Bill Hodson  
Acting Chief Executive and Director of HASS  
Tel: (01904) 554000  
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Specific Implications:

Legal: Quentin Baker

**Wards Affected: All**

**Report Approved**



**Date**

15<sup>th</sup> August  
2008

**For further information please contact the author of the report**

### **Background Papers**

None

### **Annexes**

Annex A – Options Review Process

Annex B – Accommodation Project Review – Action Plan

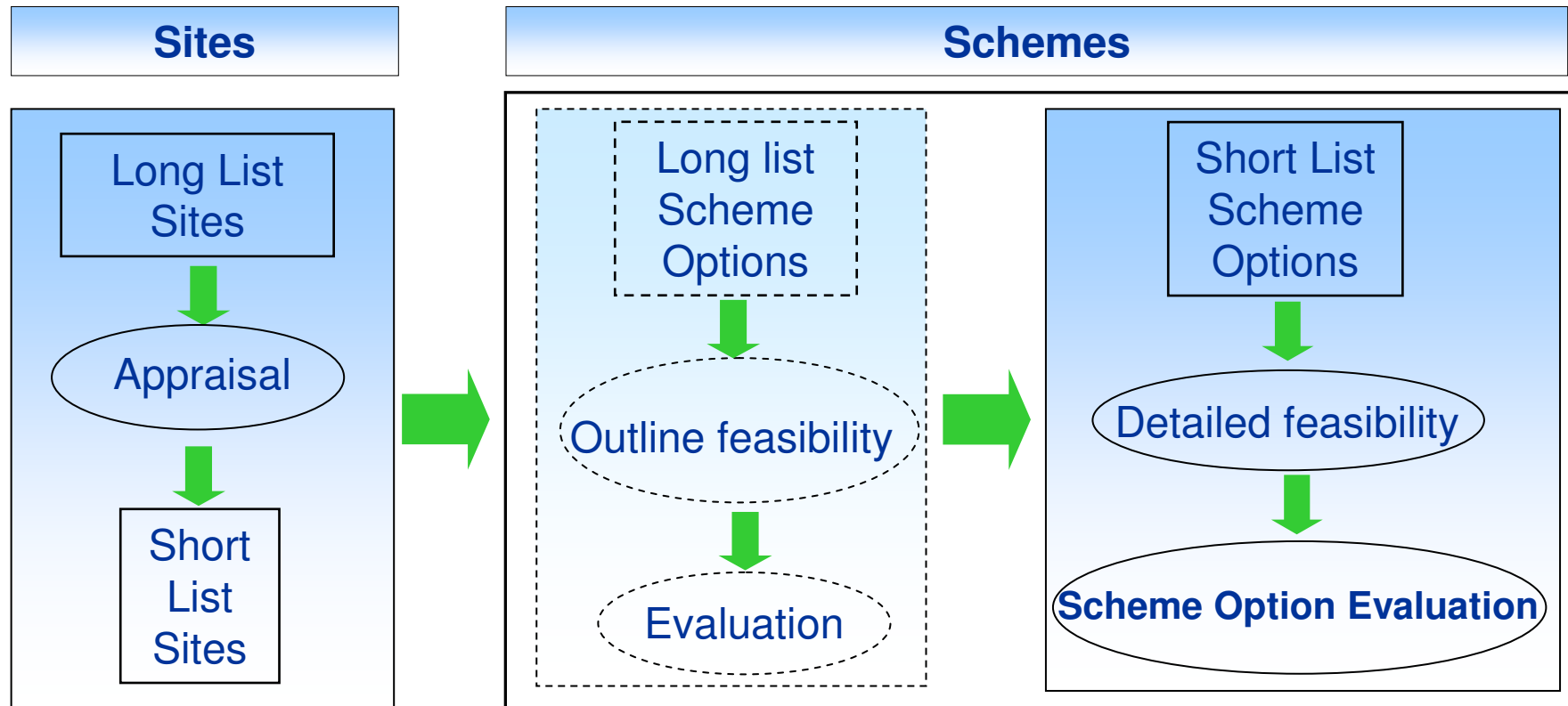
Annex C – EXEMPT - Accommodation Project Review – Action Plan

Annex D – Expenditure to Date

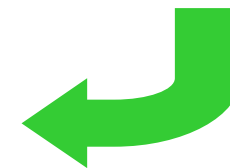


# Annex A - Options Review Process

## Re-establish Needs



**Recommendation**



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Action	Who	Due Date	Completed
<b>Accommodation Review</b>			
Develop Evaluation Criteria List	MW / IA	18-Jul-08	✓
Develop Location / Property List	JU	18-Jul-08	✓
Financial breakdown of Costs to Date	MW	25-Jul-08	✓
Prepare a short report recommending design team	PA	25-Jul-08	✓
Assessment of Transferable Costs	MW / IA	25-Jul-08	
Hungate Massing - What can be achieved	IA / PA	25-Jul-08	
Review Hungate Building Design (style)	BW / NH	25-Jul-08	
Political Sensitivity	BMc	31-Jul-08	
Retention of RMJM	BMc / BW / NH	31-Jul-08	
Procurement corporate PR advisor	BMc / HR / NH	TBC	
Establish external reference group	BW / NH	TBC	
Follow up CABE response to planning application	PA	TBC	
Identify additional resources	NH / MW	TBC	
Appoint planning consultant	BW / NH / IA	TBC	
Carry out initial study of Mill House, 50 York Rd & Guildhall	PA	TBC	
Check total ownership of Guildhall properties & adjacent premises	PC	TBC	
<b>Land Assembly</b>			
Discussion with HASS re Peasholme Hostel relocation	NH	25-Jul-08	✓
Continue with vacation of Ambulance Station	JU	31-Aug-08	
Develop estimate to convert site to a car park	IA	31-Aug-08	
Continue to demolish Ambulance Station	IA / PA	31-Dec-08	
Continue with full archaeological investigations (£35k)	RS	31-Dec-08	
Continue with archaeological initial investigations to Hostel	IA / RS	TBC	
<b>Property Exit Strategy</b>			
Contact Rushbond re St Leonard's place	MW	25-Jul-08	✓
<b>Design &amp; Construction</b>			
Confirm to Crosby to proceed with Substation	JU	25-Jul-08	
Contact DEFRA re CHP connection	PA	25-Jul-08	
Contact Black Swan re compound and car park	PA	25-Jul-08	
Meeting with English Heritage re Hungate development	BW / NH	31-Aug-08	
Consider appointment of an external planning consultant	NH	31-Aug-08	
<b>ITT</b>			
Liaise with Managed Service procurement exercise	MW / RG	30-Sep-08	
<b>FM Strategy</b>			
Continue with Recruitment of FM Workstream Manager	MW	25-Jul-08	✓
Continue with procurement of FM Advisor	MW	TBC	
<b>Project Management</b>			
Revise Financial Model	NH / Fin. Serv	TBC	
<b>Communications</b>			
Communication to staff - next news and jobs	SH	25-Jul-08	✓
Communication to staff - next newsletter	SH	31-Aug-08	

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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**ANNEX D: HUNGATE PROJECT - EXPENDITURE TC**

Workstream	2005/06	2006/07	2007/08	2008/09	Total Spend (FMS)	Currently Committed	Total Spend & Committed	Abortive Costs
	£	£	£	£	£	£	£	
<b>Project Management</b>								
Project Team	101,173	166,920	164,503	53,122	485,718		485,718	
HR	1,385	3,131	23,262	2,735	30,513		30,513	
Trade Union			3,155	1,253	4,408		4,408	
CYC - (APM fees)			6,845		6,845		6,845	
<b>Peasholme Relocation</b>								
CYC Engineer fees	1,962				1,962		1,962	
CYC - (SBD fees)	5,570				5,570		5,570	
					<b>535,016</b>		<b>535,016</b>	
<b>Land Assembly</b>								
Ambulance Station		1,248,000	1,225		1,249,225		1,249,225	
Archaeology			47,555		47,555		47,555	
CYC - (APM fees)			3,683		3,683		3,683	
<b>Peasholme Hostel</b>								
Construction			283,658	248,848	532,506		532,506	
External fees		12,734	16,421	528	29,683		29,683	
CYC - (SBD fees)		86,630	75,153		161,783		161,783	
CYC - (APM fees)		1,700			1,700		1,700	
CYC - (FM fees)		1,500			1,500		1,500	
Planning fee		3,445	4,980		8,425		8,425	
					<b>2,036,060</b>		<b>2,036,060</b>	
<b>Hungate Construction</b>								
Construction								
Risk								
Furniture								
<b>Fees (Internal)</b>								
CYC - (SBD fees)		25,000	25,000		50,000	30,000	80,000	
Planning fee				31,165	31,165		31,165	
Room Hire/catering		6,451			6,451		6,451	
<b>Fees (External)</b>								
4 Projects			11,750	3,000	14,750	6,000	20,750	
Colin Buchanan & Ptnrs			9,000	3,500	12,500		12,500	
Gifford & Partners			118,329	60,008	178,337	25,000	203,337	
Norwest Holz Soil Eng Ltd			18,674		18,674		18,674	
RMJM			540,920	135,124	676,044	154,000	830,044	
Shepherd Construction Ltd			131,958	57,417	189,375	5,000	194,375	
Turner Townsend LLP		8,970	66,400	10,920	86,290	5,000	91,290	
WT Partnership			56,400	27,200	83,600	25,000	108,600	
Technical (procurement)		12,000			12,000		12,000	
Building Research Estab Ltd				1,086	1,086		1,086	
IT M&E							-	
Public Art						15,000	15,000	
					<b>1,360,272</b>		<b>1,625,272</b>	
<b>Property Exit Strategy</b>								
<b>Social Services Adaptations</b>								
SS Review (Project Mgr)		30,000	30,000		60,000		60,000	
Construction			29,180	485	29,665		29,665	
CYC - (SBD fees)			9,533		9,533		9,533	
<b>Fees (Internal)</b>								
CYC - (APM fees)	30,650	4,810	8,594		44,054		44,054	
CYC - (Legal fees)		9,750			9,750		9,750	
CYC - (Eng fees)			160		160		160	
<b>Fees (External)</b>								
Technical (procurement)		24,000			24,000		24,000	
Legal Fees		4,389	9,250	2,006	15,645		15,645	
Lease renewal fees(SDLT)		18,515	49,170	2,211	69,896		69,896	
Disposals		109,660	29,116	9,234	148,010		148,010	
Removals			21,380		21,380		21,380	
Yearsley Bridge Site works				780	780		780	
					<b>432,873</b>		<b>432,873</b>	
<b>Facilities Management</b>								
Facilities Mgmt Review		1,994	32,099	1,917	36,010		36,010	
					<b>36,010</b>		<b>36,010</b>	
<b>User Group/Change Mgmt</b>								
<b>Fees (Internal)</b>								
R.Beane/Info gov/DMS			7,525		7,525		7,525	
<b>Fees (External)</b>								
Donaldsons		150,421			150,421		150,421	
Bradshaws			278		278		278	
Q-Matic UK Ltd				3,690	3,690		3,690	
					<b>161,914</b>		<b>161,914</b>	
	140,740	1,930,020	1,835,156	656,229	<b>4,562,145</b>		<b>4,827,145</b>	

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