

Selby District Council



Agenda

Meeting: **Special Meeting of the Executive**
Date: **Thursday 16 April 2015**
Time: **4pm**
Venue: **Committee Room**
To: **Councillors M Crane (Chair), Mrs G Ivey (Vice Chair),
C Lunn, J Mackman and C Metcalfe.**

1. Apologies for absence

2. Minutes

The Executive is asked to approve the minutes of the meeting held on 5 March 2015 (pages 1 to 5 attached).

3. Disclosures of Interest

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests.

Councillors should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer

4. Tour de Yorkshire Cycle Race

Report E/14/77 provides the Executive with an update on the plans for the Tour de Yorkshire Selby start on 2 May and outlines the latest information on the various parts of the event. It also asks for the initial sum earmarked in January to be formally allocated from the commissioning contingency for 2015/16 to meet the costs of the event. (pages 6 to 9 attached).

5. Better Together Programme – Progress Report

Report E/14/78 provides the Executive with an overall update on progress with the Better Together Collaborative Programme being delivered jointly by Selby District Council and North Yorkshire County Council (pages 10 to 17 attached).

Mary Weastell
Chief Executive

Enquiries relating to this agenda, please contact Palbinder Mann on:
Tel: 01757 292207
Fax: 01757 292020
Email: pmann@selby.gov.uk

Recording at Council Meetings

Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact, prior to the start of the meeting, Palbinder Mann – Democratic Services Manager on 01757 292207 or pmann@selby.gov.uk. Any recording must be conducted openly and not in secret.

Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	5 March 2015
Present:	Councillor M Crane (Chair), Mrs G Ivey, C Lunn, J Mackman and C Metcalfe.
Officers present:	Chief Executive, Deputy Chief Executive, Solicitor to the Council, Director of Community Services, Policy Officer and Democratic Services Manager.
Public:	0
Press:	0

NOTE: Only minute numbers 106 to 109 are subject to call-in arrangements. The deadline for call-in is 5pm on Monday 16 March 2015. Decisions not called in may be implemented on Tuesday 17 March 2015.

103. Apologies for Absence

Apologies were received from the Executive Director (s151).

104. Minutes

The Executive considered the minutes of the meeting on 5 February 2015.

RESOLVED:

To approve the minutes of the meeting on 5 February 2015 for signature by the Chair.

Executive
5 March 2015

105. Disclosure of Interest

There were no declarations of interest.

106. Dissolution of the Leeds City Region Leaders' Board and Changes to LEP Governance

Councillor M Crane presented the report which considered formally dissolving the Leeds City Region Leaders' Board and putting in place alternative arrangements.

Concern was raised over the influence of the District Council on the new Committee however it was stated that the leaders of the other authorities were committed to involving all members in discussions.

RESOLVED:

- i) To formally dissolve the Leaders' Board on 31 March 2015.**
- ii) To note that the West Yorkshire Combined Authority will establish an advisory committee from 1st April 2015 (the Leeds City Region Partnership Committee) consisting of the 5 WYCA members plus York as the constituent councils and co-opt onto that the Leaders of the 5 LCR Authorities who are not part of the WYCA (Selby, North Yorkshire , Craven, Harrogate and Barnsley).**
- iii) To note the Terms of Reference of the LCR Partnership Committee which are: to act as a consultative forum for matters referred to it by the WYCA and advise the WYCA in relation to i) its accountable body functions ii) duty to co-operate matters iii) appointments to the LEP.**
- iv) To authorise the Solicitor to the Council to notify the WYCA that the named substitute for the co-opted member (the Leader) will be the Deputy Leader.**
- v) To authorise the Solicitor to the Council to enter into an appropriate funding**

Executive
5 March 2015

agreement to fund the LCR Partnership Committee.

- vi) To note that the LCR Partnership Committee will have as part of its standing orders that the quorum will be 6 members, each member and co-opted member will have one vote and decisions will be made by majority.**
- vii) To note that as the accountable body WYCA will give effect to recommendations of the LCR Partnership Committee through delegated officer decision making (or a WYCA committee decision if necessary) so as to meet the requirements of the LEP Assurance Framework (Dec 2014).**
- viii) To give the Chief Executive and the Director of Community Services concurrent delegated authority to enable him/her in consultation with the Leader to approve any matter further to any recommendation of the Leeds City Region Partnership Committee necessary to give effect to the recommendation or resolution of the WYCA in respect of funding arrangements for the Selby District.**

REASON FOR THE DECISION:

To formally dissolve the Joint Committee and put in place alternative arrangements following the creation of the West Yorkshire Combined Authority which will replace Leeds City Council as the accountable body for the Leeds City Region LEP.

107. Community Infrastructure Levy (CIL) – Key Decision

Councillor M Crane presented the report which sought to submit the Community Infrastructure Levy (CIL) Charging Schedule for an Examination in Public.

An update was given on the responses received to the consultation. Officer advised that the responses did not change the overall conclusion that it was now appropriate to recommend that the CIL charging schedule be submitted for public examination.

Executive
5 March 2015

RESOLVED:

To authorise the Director of Community Services to submit the CIL Charging Schedule for an Examination in Public to allow the CIL to be adopted as soon as possible and thus avoid potential loss of income through the scaling back of Section 106 from April 2015.

REASON FOR THE DECISION:

To allow the CIL to be adopted as soon as possible and thus avoid potential loss of funding for infrastructure through the scaling back of Section 106 from April 2015.

108. Leeds City Region Green Deal Contract (Better Homes Yorkshire) and the YEP

Councillor M Crane presented the report which requested funding to establish a joint sub-regional post to help deliver the Better Homes Project. It also proposed withdrawal from the Yorkshire Energy Partnership (YEP) and the redistribution of the SLA subscription to the Better Homes Project post.

In response to a query concerning which body would be promoting services to residents to improve their energy efficiency, it was explained that this would be Better Homes – Selby. In response to concerns regarding advertising methods, it was explained that Better Homes – Selby would be avoiding cold calling and using methods such as advertising on websites.

Councillors were reassured that care would be taken to ensure that communications about the Better Homes project were targeted, specific and clear about the scheme and its objectives.

RESOLVED:

- i) To establish the sub-regional post of the Better Homes Project Manager (hosted by City of York Council).**
- ii) To fund the sub regional post of the Better Homes Project Manager using Selby's element of the LCR Green Deal contract management fee [£5,000] and the SLA contribution to the YEP [£4,000].**
- iii) To delegate authority to the Deputy Chief Executive to withdraw from the YEP once**

Executive
5 March 2015

the CERT funds have been appropriately utilised.

REASON FOR THE DECISION:

To maximise the effectiveness of the Council's participation in the LCR Green Deal/Better Homes Yorkshire initiative.

109. Local Development Plan Update

Councillor M Crane presented the report which provided an update on the consultation for PLAN Selby and sought approval for the release of resources to increase capacity in the planning service.

The Executive was informed that there had been an increase in the number, size and complexity of planning applications received by the authority. It was also stated that this had resulted in an increase in income for the Planning service. Councillor M Crane explained that due to this and a Senior Planning Officer being moved to work specifically on PLAN Selby, further resources were needed for the Planning service.

RESOLVED:

- i) To note the position in respect of PLAN Selby and the Local Plan Programme Board workstreams.**
- ii) To approve the virement of £54,895 in 2015/16 and 2016/17 from the Planning Fee income budget to the Access Selby Salary Budget to enable 1.5 FTE Planning Officers to be added to the establishment on 2 year fixed term contracts.**

REASON FOR THE DECISION:

To provide the Executive with an up to date position statement and enable Access Selby to meet the increased planning application workload and utilise additional income to maintain service levels with an appropriate increase in capacity.

The meeting closed at 4:35pm

Executive
5 March 2015

Selby District Council

REPORT

Reference: E/14/77



To: The Executive
Date: 16 April 2015
Status: Non Key Decision
Report Published: 8 April 2015
Author: Rose Norris, Executive Director
Executive Member: Councillor Mark Crane
Lead Officer: Rose Norris, Executive Director

Title: Tour de Yorkshire Cycle Race

Summary:

The report provides an update on the plans for the Tour de Yorkshire Selby start on 2 May and outlines the latest information on the various parts of the event. It asks for the initial sum earmarked in January to be formally allocated from the commissioning contingency for 2015/16 to meet the costs of the event.

Recommendations:

- i. To note the plans for the Selby start of the Tour de Yorkshire cycle race.
- ii. To approve the allocation of £100,000 from the commissioning contingency for 2015/16.

Reasons for recommendation

To re-confirm the initial commitment to hosting the race by approving the allocation required.

1. Introduction and background

- 1.1 Selby will host the prestigious start on Day 2 of the new Tour de Yorkshire cycling race. The race is being organised by Welcome to Yorkshire (WtY) and Amaury Sport Organisation (ASO) supported by British Cycling. The race, which will be held on 1-3 May, is expected to become a flagship cycling event in the UK in 2015 and an outstanding cycle race in the international calendar,

including the participation of top international teams and cycling stars. It will be broadcast live on national TV and throughout Europe. The race will provide opportunities for Selby in relation to the local economy, promoting the town and wider area, and getting people interested in cycling and physical activity. Indeed, a key part of the post-event evaluation will look at the economic impact of the race coming to Selby and the benefits to business, communities and individuals as a result.

- 1.2 In January 2015, the council earmarked a sum of up to £100,000 from the Commissioning Contingency to cover the potential costs of the event. In order to plan for the Selby start, a strategic steering group and officer working group have been set up and significant progress has been made in a relatively short space of time.

2. The Report

- 2.1 The 'neutralised' or processional start will follow a 'figure of 8' through the town, enabling as many people as possible to see the race and the cyclists. Gowthorpe will be closed for much of the day (5am – 6pm), while the rest of the route will be managed through a series of rolling road closures. Three of the council's car parks will be closed on the day and used for the race: at the time of writing this is Portholme Crescent for team parking, Back Micklegate for VIP & Media Parking, and Micklegate for the ASO. The necessary closure notices are in hand. A number of 'park and stride' facilities will be available on the main approaches to the town, with disabled parking available at Selby High School; cycle parking will be provided at the leisure centre. The town centre taxi rank will need to be temporarily re-located to a suitable place. On the market square WtY will provide a main stage, big screen and VIP marquee.
- 2.2 The Selby Cycle Festival will be held on 2-3 May as a complementary event and a way for our community to celebrate the race throughout the whole weekend. The festival will include a big screen, stage with live music, climbing wall, cycle displays, community activities, bike-related art, stalls and a food festival. The festival is being co-organised with support from WLCT and Selby Town Enterprise Partnership (STEP). Furthermore, Selby Abbey is keen to be involved and is looking at holding a historic bicycle exhibition inside, decorating the outside of the Abbey and ringing the bells at the race start to mark the occasion.
- 2.3 The business opportunities arising from the event were the subject of a Selby Business Roadshow run in partnership with Welcome to Yorkshire on 17 March. The event shared ideas for how businesses can benefit from the increased footfall in the town, launched the best shop window competition and promoted the various sponsorship packages available. A number of sponsorship packages have been developed for the Selby Cycle Festival. At the time of writing three main festival partner sponsors have come forward and two sponsors of attractions within the festival.

- 2.4** The Tour brings exciting opportunities for communities to celebrate the race coming to the district. A standard presentation was taken to the March round of community engagement forums, letting local people know more about the event and how they can get involved by organising a community event, volunteering at the festival or simply coming along. In the last week, an information leaflet for local businesses has been circulated around the town by STEP. All of the work in planning the event is underpinned by a communications plan which is promoting the various elements of the event and providing public service information.

3. Legal/Financial Controls and other Policy matters

Legal Issues

- 3.1** Legal - The council's Chief Solicitor has been in discussions with the legal team at NYCC and Welcome to Yorkshire on the draft legal agreement; this sets out the roles and responsibilities of the local authorities. A key responsibility which rests with SDC is the Event Management Plan which will set out the key risks and controls for the race section through the town. An events management company has been commissioned to develop the plan; the plan was taken to the Selby Safety Advisory Group on 20 March and again on 8 April. NYCC will be co-ordinating the necessary road closure notices and SDC is dealing with car park closure notices and the temporary re-location of the taxi-rank. The areas being used for the festival are already licensed.

Financial Issues

- 3.2** In January 2015, the council earmarked a sum of up to £100,000 from the Commissioning Contingency to cover the potential costs of the event. Formal approval is now sought for the allocation of the funds. Local businesses have already promised over £30,000 in sponsorship and donations and more is expected in the coming days and weeks. The council will therefore not need to spend the full £100,000 allocation.

4. Conclusion

- 4.1** The event will provide a positive impact in terms of the image of the town and district, business opportunities, health promotion opportunities and good community engagement. Indeed, all of these impacts are top priorities in the council's Corporate Plan.

5. Background Documents

None

Contact Officer:

Rose Norris
Executive Director
Selby District Council

rnorris@selby.gov.uk

Appendices: None

Selby District Council

REPORT

Reference: E/14/78



To: Executive
Date: 16 April 2015
Status: Non-Key Decision
Report Published: 8 April 2015
Authors: Kevin Brown (Joint Project Manager SDC/NYCC) & Jonathan Lund, Deputy Chief Executive SDC)
Executive Member: Cllr Mark Crane
Lead Officer: Chief Executive

Title: Better Together Programme – Progress Report

Summary:

This report provides an overall update on progress with the Better Together Collaborative Programme being delivered jointly by Selby District Council and North Yorkshire County Council. Key work stream project areas are delivering better services for customers and both cashable and non-cashable benefits to both organisations in accordance with the key objectives of the collaboration. Further projects are in stages of exploration, design and implementation.

To date savings delivered exceed £100k and further savings have been identified in excess of £1.2m by 2020

Recommendations:

- (i) To receive and endorse progress with the Better Together Programme.
- (ii) To delegate authority to the Chief Executive, after consultation with the Leader, to enter into a formal legal agreement with NYCC to secure the current and future arrangements and benefits of the collaboration.

Reasons for recommendation

- (i) To provide reassurance to Executive Councillors that the Better Together Programme is continuing to meet its objectives and deliver improved services to customers and efficiencies for both organisations.
- (ii) To provide a sound legal and governance framework for future delivery of the project.

1. Introduction and background

- 1.1 Since 2013 North Yorkshire County Council (NYCC) and Selby District Council (SDC) have been exploring opportunities for greater collaboration in service delivery to the benefit of both the public and the two organisations.
- 1.2 Following the establishment of the joint role of Chief Executive of Selby and Assistant Chief Executive of NYCC in October 2013 the collaboration programme has gained strength, momentum and pace and assisted with greater cultural ownership and influence across both Councils in a critical honest brokerage role. The profile of the collaboration has been raised with other Councils and wider networks and there is increasing interest in the different approach taken to two tier working. This has also resulted in the Council winning Transformation Funding of over £683k to support key parts of the Programme.
- 1.3 The Programme has been refocused to give greater clarity to the shared key principles of the collaboration, the governance and the joint sponsor role. The project arrangements have also been strengthened. In addition, a joint Programme Manager has been appointed to serve both organisations.
- 1.4 Over the past year a number of areas have been in the stages of exploration and design. A key part of the collaboration is to provide a safe space to test out and pilot arrangements to ensure success before they are fully implemented. Other projects which have already been delivered and are now making an impact in terms of improved service, savings or both (e.g. shared telephony, a new Website for SDC, some shared business support, legal and finance arrangements, the relocation and provision of NYCC registrars' service at Selby Civic and the Youth Service relocation). Other proposals are due for imminent delivery; the highways/assets project and the ICT Partnership.
- 1.5 In addition the Better Together Collaboration has sought to develop relationships and contacts at different levels within the two organisations to improve working arrangements. It is also fully imbedded within the NYCC 2020 Programme. This has ensured that a sound approach is taken to the investigation of all aspects of service delivery across the two councils to identify where closer working could lead to increased efficiency and increased effectiveness to the benefit of our shared customers.
- 1.6 The two councils are now seeking to enter into a formal collaboration agreement to evidence the parties' intentions, the principles of collaboration and the obligations in respect of the services to be provided.

2. The Report

Workstream Projects – There are three Better Together Work streams focused on delivering the following:

Customer and Community Workstream

Joint Sponsors – Rose Norris (SDC) & Julie Blaisdale (NYCC)

- 2.1 The Customer and Community workstream is focusing on creating self-sufficient customers and resilient communities who are less reliant on public sector intervention and better placed to deliver for themselves using a community ‘co-production’ model where services are designed and delivered with the community.
- 2.2 The Programme aims to ensure that shrinking public sector budgets are targeted in the most appropriate way to ensure effective and value for money services for all residents. This will involve exploiting available and emerging technologies to significantly reduce the number of initial contacts into both Councils and reduce demand.
- 2.3 To support the delivery of this workstream we have made two successful bids to DCLG for Transformation Challenge Award funding. The first was for £137k to support the delivery of the SDC website and Customer Relationship Management (CRM) system. The second was £556k to help manage and deliver the Customer and Community work stream.
- 2.4 The workstream is seeking to implement Community Hubs/Networks. These will build upon a clear and well evidenced assessment of needs with the insight this provides being shared between the two organisations. Services will be designed to share assets and simplify the provision of services for customers. The benefits of this ‘Community Hub/Networks’ approach include rationalisation of assets and the potential to manage demand downwards as new options to access services become available (channel shift). Formal project business cases and project plans are now being developed to document the investment necessary and the outcomes and benefits to be achieved.
- 2.5 Providing customers with a seamless service has to be supported by the appropriate ICT infrastructure; shared CRM technology will provide this. By sharing an upgrade to the CRM system currently operating at NYCC both Council’s will deliver standardised approaches and experience one ‘customer gateway’ into both Councils. It will significantly improve our understanding of our customers and prompt the right conversations to address their needs and achieve cashable savings for SDC of £70,628. This development will also offer a longer term potential to share contact centre functions. As part of this project SDC have utilised NYCC web development skills to create a new website which went live in February 2015 (<http://www.selby.gov.uk/>). The second phase of the website project will see delivery of a transactional based self-serve website during 2015.

Property Workstream

Joint Sponsors – Jonathan Lund (SDC) & Jon Holden (NYCC)

- 2.6 The property portfolios of both organisations are now being reviewed to determine the potential for rationalisation through, for example, the co-location of appropriate services. We also intend to broaden the scope of the review to include other public sector organisations and assets (e.g. police and health). There are strong links with the customer workstream.
- 2.7 Opportunities through better use of assets to improve services, deliver savings or both have already been identified and, where appropriate, implemented. Selby Civic Centre has become the new home of NYCC's registration office for births, deaths, civil partnerships and marriages. This project has secured both cashable and non-cashable benefits. The improvements are benefiting users by providing more parking spaces, a café, more room for guests at ceremonies, and better access. There is a target to increase the number of civil ceremonies on site and this will have a knock-on positive benefit for a range of local companies. Customer feedback received to date has been very positive. Savings achieved of £41,200. This has also enabled an NYCC asset to be released for either sale/development or redistribution (the value of this has yet to be determined but arrangements are in place to ensure that both organisations benefit financially)
- 2.8 The workstream has also co-located the NYCC Youth Service to the Civic Centre. This allowed a leased property to be released and has saved money and facilitated closer working between NYCC and SDC teams. £20k savings has been achieved for NYCC and £16,800 income generated for SDC
- 2.9 The workstream is also currently delivering the co-location and integration of work of the NYCC Highways Team and AS Assets Team. The co-location (phase 1) is set to be complete by April 2015. There will then be a focus on service integration (phase 2) in 2015/16. The move will save SDC approximately £5,500pa and will provide an equivalent income stream to NYCC. Again, non-cashable benefits will also arise as a result of co-location: stronger working relationships, better working practices and greater understanding of each organisations operational strengths and priorities.

Back Office Workstream (functions / infrastructure)

Joint sponsors – Janette Barlow (SDC) & Justine Brooksbank (NYCC)

- 2.10 There is a strong commitment to deliver shared services in the right way and at the right time. In addition to Business Support, work has been on-going to explore and pilot a range of professional back office functions (Finance, ICT and Legal & Democratic services). Some shared legal and finance functions are already in place e.g. shared legal trainee, legal case management system and treasury management. Further initial proposals outline significant savings for further shared services of over £1m to be shared between the two

organisations. A Finance and ICT and detailed business cases are being developed. A pilot project to explore the potential for a shared Finance Service commenced this month. A detailed business case has been commissioned to identify the benefits of a fully shared ICT service as part of a partnership arrangement. This offers the potential to save almost £700k over the next five years. The detailed division of this saving between the two organisations will be set out in the detailed business plan.

- 2.11 The telephony project was highlighted as one of the first and best ways of linking the two organisations at an operational level. This work has provided better access and connectivity and greater resilience. This is working as an enabler of other potential projects and revenue streams, such as the customer relationship management system integration.
- 2.12 The two organisations have also appointed a Joint Business Support Manager to manage both organisations administration functions and investigate further potential integration between the two Councils; developed a clear joint procurement and contract management road map which is another area of further potential savings; ensured that SDC were able to take advantage of NYCC preferential recruitment advertising rates and ensured that all SDC staff are included on the NYCC Learning Zone and have access to specific learning packages at no charge. There is also the on-going commitment to investigate how recently implemented document management, electronic meeting planning and video conferencing technologies within NYCC could be utilised further.

Other Opportunities

- 2.13 Numerous other opportunities to share services and produce mutual benefits are underway. The NYCC Developing Stronger Families (DSF) Programme is one example of where current service delivery methods are being transformed and there is great potential to develop this further within Selby and across North Yorkshire at a locality level. Through the 2020 North Yorkshire Stronger Communities Projects and greater understanding of operating models within NYCC and SDC, there will be a significant opportunity to streamline front line service delivery and join up more effectively in a place.
- 2.1.4 In addition, other partner organisations are increasingly interested in the approach being taken by the two organisations and are exploring the potential to come on-board. North Yorkshire Police have begun a pilot to co-locate community police officers at the Civic Centre to create a Safer Selby Hub in close liaison with the District Council's community based staff. The intangible benefits of this joint working are already being seen in stronger relationships, better methods of working and swifter access to information, expertise and solutions.

Governance

The Strategic oversight, direction and decision making of the Better Together Programme is governed by a joint Member Group which includes the SDC

Leader, Deputy Leader of NYCC and Cllr Metcalfe and Cllr Shaw-Wright in their dual District and County member roles. Both Chief Executives report into this group. There is also a joint Officer Steering Board chaired by both Chief Executives and also in place senior management joint sponsors for each work stream and project managers in place for each project (please see attached governance structure).

Communication

A joint communication strategy is in place and we continue on a regular basis to send joint communications to staff and members across both organisations with regard to progress. Presentations have taken place at senior manager forums, member briefing sessions and wider forums. We are also in the process of setting up a forum to enable members of staff to contribute to ideas for further areas of work where closer collaboration would be beneficial.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

A collaboration agreement is in final drafting stage which will seek to endorse, on a formal basis, the ambitions of the Better Together Programme, set out the governance arrangements and provide a legal umbrella and framework for the service specific agreements for any particular shared services.

The Agreement sets out the intended outcomes of closer working and the guiding principles which the Councils have agreed namely that the Collaboration's governance will:

- a) provide strategic oversight, co-ordination and direction for the collaboration;
- b) provide a robust monitoring role to the overall progress of the collaborations project portfolio;
- c) provide coherent, timely and efficient decision-making;
- d) ensure that decisions are enacted appropriately within individual authorities; and
- e) correspond with the key features of the Collaboration governance arrangements as set out in the Agreement.

Provision is made for the existing steering group to provide the strategic oversight and direction. Relevant decisions will be referred to the Executive for consideration where the powers are not delegated or where an Officer considers it more appropriate for the decision to be made at Member level. In other cases the steering group can add or remove services from the schedules subject to the limits of delegation of authority by each Council to steering group members.

The governance model looks to ensure the right level of sponsorship and communication at the senior leadership level of both organisations to be able to un-block issues and accelerate progress. This also ensures that lead officers time and resources are focussed on the right projects. Project Management arrangements are supported by the wider 2020 North Yorkshire Programme. The revised governance arrangements have assisted in

ensuring that the Programme has gained and continues to gain significant momentum and will be reviewed as we move forward to ensure that these continue to be fit for purpose.

The Agreement contains standard provisions relating to health and safety, data protection, human rights, equal opportunities, freedom of information, confidentiality, intellectual property and insurance. The Agreement also provides for disputes to be resolved by discussions between service representatives under the schedules. If the issue persists it will be referred to the representatives appointed under the agreement followed by the Steering Group and then the Chief Executives. If the Councils are still unable to reach agreement a neutral adviser will be appointed to undertake alternative dispute resolution (ADR). If agreement is still not reached the matter will be determined by binding arbitration.

The service specification schedules will include

- service specification and performance standards
- payment information and cost/savings sharing
- warranties
- monitoring and reporting
- information about termination of services under each schedule.

3.2 Financial Issues

- 3.1 Combining the projects undertaken above where cashable savings have been identified and income been generated. At present over £100K (which also includes the relocation of the youth service team) has been achieved (this includes savings as part of the SDC CE Joint role) and a further £1,126,345 has been identified over the next five years.
- 3.2 This latter forecast does include the potential to save £690,000 through shared ICT Infrastructure and this predicted saving requires detailed analysis as part of the recently commissioned shared ICT Business Case.
- 3.3 Taking both together the forecasted saving for the Programme over the next five years to March 2020 is £1,189,460. A more detailed breakdown of the share of savings received by of the two Council's will form part of the business case for each project.
- 3.4 A joint investment fund has been created to support 'invest to save' proposals as part of any business case developments.

4. Conclusion

Many projects highlighted throughout this report are nearing implementation with considerable benefit being seen by customers and those working in both organisations. The Steering Group, workstream sponsors, project managers and all those involved in the Programme continue to proactively look for further shared opportunities.

5. Background Documents

None

Contact Details:

Kevin Brown
(Joint Project Manager): kevin.brown@northyorks.gov.uk

Jonathan Lund: jlund@selby.gov.uk

Appendices: None