

SURREY FIRST JOINT COMMITTEE – 9 JUNE 2011

**Assets: Workstream Update**

**Executive Summary:**

Senior property officers in District, Borough and County Councils are now taking the property iESE opportunity work forward in areas of agreed priority as Phase 2 of the Surrey public sector estates review. Further priority areas are also being confirmed in other Districts/Boroughs for future work.

**Reason for Decision:**

1. To deliver Phase 2 work in a three to six month timescale (depending on the complexity of the feasibility study).
2. Districts, Boroughs and the County Council need to formalise the Phase 2 work that will be undertaken and, where appropriate, how costs will be shared.
3. Collocation should continue as it represents a saving to the overall public purse by not renting space from private landlords.

**Recommendations:**

The Committee is requested to:

**RESOLVE That**

1. The respective property teams will agree the resources required to drive forward this work and that a detailed programme will be agreed by the end of June 2011.
2. The programme of work be endorsed; with relevant county, district and borough members engaged with the individual projects as part of these processes.
3. All partners will share information and data through Surrey-i.

**Background Papers:**

None

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## 1.0 Introduction

### 1.1 IESE Estates Review

- 1.2 Senior Property Officers in District, Borough and County Councils are now taking the property iESE opportunity work forward in areas of agreed priority as Phase 2 of the Surrey public sector estates review. Further priority areas are also being confirmed in other Districts/Boroughs for future work.
- 1.3 Partner discussions have identified limited County, Districts and Boroughs officer time to undertake the Phase 2 work internally and opportunities are being explored with Hampshire County Council (HCC)'s property department to establish an indicative cost for a generic feasibility study for Phase 2, carried out by HCC under the direction of Surrey County Council (SCC) and the respective District/Borough. Surrey County Council has also approached the VOA (Valuation Office Agency) who have expressed an interest in resourcing the feasibility studies for new opportunities.
- 1.4 External resources, whether from HCC, VOA or the private sector, are required. Continuity will be maintained where consultants are already appointed, e.g. on studies such as at Surrey Heath's LEKR (Land East of Knoll Road).
- 1.5 Once this cost is established, discussions will take place to determine joint approaches to cost sharing arrangements.
- 1.6 In the meantime district, borough and county council property officers will continue to meet to gather data and scope out the options for taking this forward to progress the work as soon as possible. Some of the study work is already underway; partners will agree together the resources needed to keep the momentum sustained.
- 1.7 The Phase 2 work will test robustness of savings identified by the Property Analysis Tool (PAT) for delivery. The feasibility studies will consider aspects such as block planning layouts, town planning, legal aspects and actual demand for space, which the PAT was not designed to do.

## 2.0 Phase 2 Feasibility Study Methodology and Key Stages

3 to 6 months duration depending on complexity of study:

- **A - Define objectives:** identify service representatives, establish partner interest, and assemble project team, etc.
- **B - Assemble base information:** property information including plans, title, cost, values, research current service use and future aspirations.
- **C - Scope opportunities:** obtain service briefs needs and statements, discuss about cost sharing, discussion with planners.
- **D - Develop options scenarios:** viability studies, refine briefs in light of options, site valuations, develop marketing approach for the sites.
- **E - Business case appraisals:** financial appraisals of each option, service appraisal, deliverability appraisal, assess risks, etc.
- **F - Consult on options:** service users, Leaders, local and portfolio members, key external partners, user and community representatives.
- **G - First cut recommendations and report:** refine options in light of consultation, prepare report and presentations.

### **3.0 Savings to Date**

The savings and anticipated savings to the Public Purse through sharing property are as follows:

#### **3.1 Surrey Police and co-location with Districts and Borough Council.**

3.1.1 The Surrey Police Estates Strategy provides bases for Neighbourhood Policing Teams at all 11 Borough and District Council Offices which frees up several police stations, the project also establishes police posts which replace a number of smaller police stations and offices. Once completed (in approximately 2013/14) it is predicted that this strategy will achieve revenue savings (building running costs) in the region of £2m per annum once the surplus police stations and offices have been sold. Currently police stations have been established at Guildford, Waverley, Runnymede, Reigate & Banstead, Spelthorne, Woking and Surrey Heath Borough Councils.

#### **3.2 Surrey County Council and co-location with Districts and Boroughs.**

3.2.2 SCC strategy is to collocate its Service Delivery Team with Districts and Boroughs to improve the integration of services for the benefit of local residents. In the future, where possible, Surrey County Council wish to keep the cost of renting space within the public sector.

3.2.3 SCC's Adult Social Care service is seeking to move out of SCC's Area offices and become integrated with District and Borough services which share a similar customer base. As part of this strategy, Surrey County Council is implementing new ways of working and investing heavily in its IT to support the changes.

3.2.4 Issues relating to occupational sharing arrangements for future collocation are currently being explored in more detail borough by borough.

REPORT ENDS