Transition (LGR)
Overview and Scrutiny Committee

Property Assets

January 2023

Property Workstream

1. Property Workstream was established and has been working to prepare for the transition – collaborative working between all 8 councils

2. Objective for the workstream is 'safe and legal' on Day 1, with the expectation that work on transformation will be implemented after

3. Workstream comprises four sub-workstreams: -
   - Asset Management
   - Workplace
   - Compliance
   - Projects

Asset Management

- North Yorkshire Council will have c2500 Non-HRA property assets

- Including: -

  - 37 Offices
  - 23 Leisure Centres
  - 352 Educational establishments, including 120 Academies
  - 542 Highways Assets, including 262 public highways land
  - 8 Museums
  - 4 Crematoria
  - 127 Car Parks
  - Over 400 'Commercial' and 'Investment' Properties
  - 143 Farms / Agricultural Land

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Asset Management

- The Council will manage its property via a 'Corporate Landlord' Model

- Objective is for the production of a comprehensive Asset Management / Property Strategy that identifies all issues, risks and opportunities

- The production of the Strategy will include detailed engagement with all services to ensure that their property requirements are understood and reflected
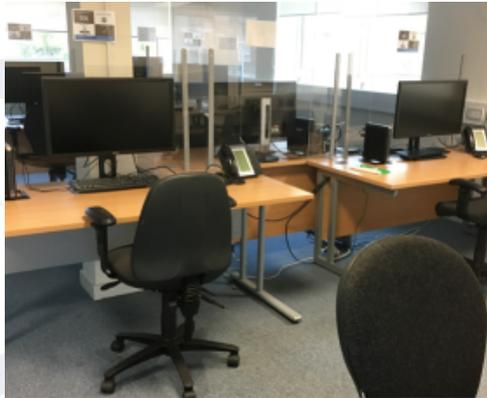
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Workplace

- Workstream has focussed on essential activities for Day 1 – e.g. ensuring that FM arrangements / contracts are in place, access arrangements are clear and staff are able to book meeting rooms

- The Council is committed to continuing to provide 'hubs' in key locations and 'Workplace' will form an important part of the Asset Management Strategy to ensure customer access to services, and that staff are able to work efficiently

- The Council will continue to review 'New Ways of Working' including arising from the pandemic and will continue to re-configure offices and workplaces to meet the requirements

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Hybrid Working – Workspace types

Individual workspaces

Standard - in a 'room with desks'

Desk & chair.
Perspex screen.
27" monitor (most desks).
Lockers / business storage.
Most not bookable, a few bookable.

Confidential space

Desk & chair.
Room for one person to undertake confidential work or make a confidential call.
Some bookable via Outlook, some free to use.

Touch-down space

Desk or surface & chair.
For use when visiting an office before a meeting or to print documents or whilst using other facilities.
Not bookable.

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Hybrid Working – Workspace types

Group workspaces

Meeting room

Traditional meeting room.
Fixed tables + chairs.
Some enabled for MS Teams hybrid meetings.
Fixed maximum capacities.
Bookable via Outlook.

Project space

Reconfigurable tables + chairs.
Large display screens.
For project work, team events staff activities, etc.
Fixed maximum capacities.
Bookable via Outlook.

1-2-1 space

Desk & chair.
Table & two chairs.
For 1-2-1s, appraisals, etc.
Maximum capacities of 2.
Bookable via Outlook.

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Compliance

- Workstream has considered current arrangements for the delivery of statutory compliance and repairs and maintenance activity, and ensured that arrangements remain in place for Day 1

- The work has aligned with Customer and Procurement Workstreams

- Work remains ongoing with Health and Safety to align key policies and processes for Day 1, and the development of consistent approaches thereafter.

Construction Projects

- Workstream has considered current arrangements for the delivery of existing projects to ensure that delivery is not affected by the transition.

- It is likely that approximately 30 projects will be in the construction phase on 1 April

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Challenges and Risks

- Ensure that there is a comprehensive understanding of the new portfolio to inform the development of a comprehensive Asset Management Strategy

- Engagement with all services to ensure that the Council's property requirements are clearly understood.

- This includes the development of 'New Ways of Working' to inform the reconfiguration of offices and other workplaces

- Implementation of consistent working arrangements

- Energy – risks arising from ongoing market volatility

- Carbon – reduction in accordance with the 2030 commitment

- Inflation

- Resources

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Questions