

## AGENDA MANAGEMENT SHEET

**Name of Committee**

**Cabinet**

**Date of Committee**

**21st July 2005**

**Report Title**

**Corporate Property Strategy Framework 2005**

**Summary**

The Corporate Property Strategy Framework 2005 updates the 2003 version, and identifies possible accommodation issues as part of the Modernisation Agenda for Warwickshire.

**For further information please contact:**

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**Would the recommended decision be contrary to the Budget and Policy Framework?**

**Background papers**

None

### CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

Other Committees

☐ .....

Local Member(s)

☐ .....

Other Elected Members

☐ .....

Cabinet Member

☒ Councillor A.J.L.Cockburn: Agreed for consideration

Chief Executive

☐ .....

Legal

☒ via Sarah Duxbury: Observations incorporated

Finance

☒ via David Clarke: Observations taken into account:

Other Chief Officers

☐ .....

District Councils

☐ .....

Health Authority

☐ .....

Police ☐ .....

Other Bodies/Individuals ☐ .....

**FINAL DECISION YES**

**SUGGESTED NEXT STEPS:**

Details to be specified

Further consideration by  
this Committee ☐ .....

To Council ☐ .....

To Cabinet ☐ .....

To an O & S Committee ☐ .....

To an Area Committee ☐ .....

Further Consultation ☐ .....

## **Agenda No**

**Cabinet - 21st July 2005.**

### **Corporate Property Strategy Framework 2005**

#### **Report of the Director of Property Services**

##### **Recommendation**

That the Corporate Property Strategy Framework 2005, as set out in this report, be adopted as part of the Modernisation Agenda for Warwickshire.

1. The existing Corporate Property Strategy was adopted in 2003. Upon adoption, the Strategy reflected the property requirements of the County and recognised that the estate should be subject to close scrutiny to ensure assets are effectively utilised to deliver services. The 2003 Corporate Property Strategy can be found as part of the Cabinet report of 18<sup>th</sup>. September 2003 attached to this report.
2. In the light of possible changes in the way the County Council operates, such as
  - the County Council's Access Strategy;
  - changes in workstyle within the authority;
  - changes in service delivery in front line services;
  - current and future possible partnership working;
  - Warwickshire's Modernisation Agendathe Director of Property Services invited the Corporate Property Group to identify the possible accommodation implications of these changes and to develop a new Corporate Property Strategy Framework, seeking to look forward as far as 2015.
3. The Corporate Property Group held a Workshop in November 2004 to consider the key drivers that will impact on accommodation enabling the Framework to be developed.
4. The aims of the Corporate Property Strategy Framework were established and they are to:-
  - Improve the Council's interface with its customers
  - Raise the profile and visibility of the County
  - Improve service delivery
  - Improve productivity
  - Secure value for money
  - Release capital
5. The Corporate Property Strategy Framework has been received by the Corporate Services Overview and Scrutiny Committee, COMT and the Capital

and Property Panel and forms just one part of the Council's modernisation agenda. Key features include:-

- (i) To have a reduced presence in high cost areas like Warwick and Leamington with migration of staff not required to work from Shire Hall to lower cost areas.
- (ii) Shire Hall will remain as a civic focus but be more accessible to the public.
- (iii) Freehold offices in high cost areas and elsewhere are to be sold as they become surplus. Leases of surplus offices in high costs areas are assigned or surrendered.
- (iv) Staff not tied to specific office locations will be accommodated in offices in or near to centres of largest population - i.e. the offices would be located to be accessible to the workforce and would be spread throughout the County. It is anticipated that Shire Hall and 4/5 key offices will provide accommodation for office-based staff.
- (v) 8/10 One Stop Shops with a focus on County services are opened in key town centres. These One Stop Shops could be co-located with back offices if appropriate and will provide the County with a high profile throughout Warwickshire.
- (vi) A single Contact Centre for all callers.
- (vii) There will be a rapid introduction of workstyle changes with a target to deliver a ratio of 8 workstations to every 10 staff with 10m<sup>2</sup> provided per workstation and a minimum of cellular offices. Workstyle change may not include home working for reasons of practicality and cost but this will need to be investigated.
- (viii) The main libraries in Warwick, Leamington, Stratford, Rugby, Nuneaton, Bedworth, Atherstone and Coleshill are retained but the remaining peripheral libraries are to be reviewed.
- (ix) One Stop Shops to be co-located with other Council uses such as libraries and other agencies where possible.
- (x) Mobile One Stop Shops/Inquiry Points to be provided, possibly combined with mobile libraries.
- (xi) The Corporate Property Strategy is one element of the Modernising Warwickshire initiative. A project manager to drive through the change agenda including the property strategy will be appointed at senior manager level.

(xii) A vision document linking the following strategies will be prepared

- ICT
- Human Resources
- Access
- Property

6. The Cabinet is invited to consider and adopt the above Framework as a strategy for future decisions in respect of the Council's property holdings and to support the Modernisation Agenda.

**PETER RIDLEY**

Director of Property Services

Shire Hall

Warwick

24 June 2005