

Report to: Overview and Scrutiny Committee
Date: 31 March 2008
Subject: Highlight Report on the Joint Service Centre
Report of: Chief Executive
Contact officer: Katherine Fairclough 827095

Purpose / summary: The report summarises progress on the development of the Joint Service Centre from November 2008 to date.

Alternative options considered and reason for selecting the one recommended: None considered as it is imperative that Elected members are kept up to date with the development of the project.

Recommendation / decision: That Elected members accept this report.

Risks / Implications:

Financial:	Within existing resources
Staffing:	Within existing resources
Policy:	Customer service transformation
Equal Opportunities - Has a Diversity Impact Assessment been conducted?	An impact assessment is on going on the project
Wards affected:	Wigan Central but all will be affected in time by aspects of the project

Property Implications – Does the proposal involve a reduction, addition or change to the Council’s asset base or its occupation?

Yes

If yes, have the property implications been agreed with the Corporate Property Officer?

Yes

Does this proposal have significant implications for the Council and the local population?

An on going diversity impact assessment has been undertaken and is attached as an

appendix to this report.

Does this proposal involve a new policy or procedure or significant changes to an existing policy or procedure?

No

Has the Director of Legal and Property Services confirmed that the recommendations within this report are lawful and comply with the Council's Constitution? **Yes**

Has the Director of Finance and IT confirmed that any expenditure referred to within this report is consistent with the Council's budget? **Yes**

Are any of the recommendations within this report contrary to the Policy Framework of the Council? **No**

* delete which applicable

For Cabinet reports only :

Categorisation of the report:	X
Discussion leading to a decision	
Monitoring	
Sharing for corporate understanding	

	X
Discussion	
Decision	
Information	

Tracking/Process:

	Consultation	Ward Members	Partners
Panel	Overview & Scrutiny	Cabinet	Council
	31/03/08		

List of Background Papers in accordance with Section 100D of the Local Government Act 1972:

Document	Date	File Reference	Place of Inspection
Report to OSC and Cabinet	07/02/08		Town Hall Wigan

Proper Officer Joyce Redfearn

Date 17 March 2008

1. **Background:**

1.1 We have made a commitment to continue to provide Elected Members with regular up dates on progress with the development of the Joint Service Centre and this report covers the period from 20 November 2007 to date.

1.2 It provides a summary of the key milestones that have been achieved, challenges faced and the next steps in the process.

2. **Overview**

2.1 The project is progressing well and is within budget, quality and timeframe/project plan tolerances. Much of the time covered by this report has been taken up with the final stages of the procurement process.

2.2 Members will recall that the Council and its Partners selected the two Final Bidders for the contract to design, construct and service the JSC accommodation, and submitted their 'refined' bids on 28 November 2007. These bids were found to be close and competitive in terms of both quality and cost.

2.3 After interview and assessment of both bids which involved protracted Legal negotiations in order to satisfy the assessment team and scrutiny from central Government advisory bodies a preferred bidder was recommended – the Access Consortium.. This recommendation was approved by joint Cabinet and overview and Scrutiny committee and Council on 7th February 2008.

2.4 Since the appointment of Access the major areas of work have been,

- The preparation and submission of the planning application scheduled for submission on 20 March 2008.
- The consideration of the Transport Assessment and the Environmental impact Assessment
- Working to relocate those services that are displaced by building the JSC – this is known as the decant strategy.
- Further work to refine the interior and exterior aspects of the buildings design.

3. Looking ahead – April to November 2008

3.1 The period from April will be focused on three major aspects, not all very visible but vital to the success of the project.

- The completion and approval of the necessary planning processes from all the relevant bodies. This will include finalising the interior design and involving potential users of the building in this.
- Making preparations where we can to enable any early work on the site for example Archaeological works, decanting the Municipal buildings, closing of the Pool and relocating the Children's Library temporarily and any other preparation for on-site work
- Submission of the Final Business Case and finalising the documentation required for Financial Close.

Alternative options considered and reason for the recommended option:

None considered as it is imperative that Elected members are kept up to date with the development of the project.

Conclusions:

The Joint Service Centre is an innovative and exciting project designed to improve the services we and our partners provide to local people. We are working to a tight deadline but at present are within the scheduled tolerances for the project.

Diversity Impact Assessment

Section: Chief Executives Department

Business Transformation

Policy/Service Area: Customer Services

Person Completing Form: Katherine Fairclough

Date: 16
January 2008

Do any of the below groups suffer specific disadvantage (please indicate)

	Yes	No		Yes	No
Race		X	Disability		X
Ethnicity		X	Gender		X
Age		X	Religion		X
Class		X	Sexual Orientation		x

Is there evidence of disadvantage or associated problems?

We identified some small issues that will be addressed in the next stages of the design process and we intend to invite a broader range of potential service users in this. However we did not find evidence of disadvantage.

How was the information collected and/or who have you consulted with?

The Outline Business Case for the JSC was the basis for the original bids and designs. This had been informed by customer consultation. The designs were in consultation through design workshops with a wide range of stakeholder groups and refined by the project evaluation teams.

Action Plan – *What specific actions are planned to tackle any disadvantage identified?*

Refine the designs of the preferred bidder in partnership with key stakeholder groups. Working with key stakeholders to review and reshape services to be delivered out of JSC.

Is the policy in line with current equality legislation and relevant codes of practice?

Yes

Timescale

JSC will be completed by December 2010. Milestones for review of this impact assessment have been set for September 2008; April 2009; September 2009; April 2010; September 2010.

Responsibility

JSC Project Manager – Carl Taylor

Comments

The assessment was carried out on behalf of the JSC project team by Andrew McCorkle (Equality and

	Diversity Policy Officer) and Steve Peddie (Service Director Customer Transformation). This impact assessment is part of an on going process that will run alongside the physical development of the JSC to ensure it meets our diverse customer requirements.
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Are the actions specified included in any other documents/plans?

Departmental Service Plan	
Section/Team Plan	
Other (Specify)	Project plan for the JSC and the draft Customer Transformation programme

Date for next review September 2008
