Cheltenham Borough Council Cabinet – 27th July 2010 Asset Management Plan 2010-2015 Report of the Member for Built Environment

1. Executive Summary and recommendation

1.1 The issue

- **1.1.1** The asset management plan (AMP) outlines how the strategic management of the Council's property portfolio will contribute towards the delivery of the corporate business plan as well as the medium term financial strategy
- **1.1.2** A detailed action plan identifying the priorities is set out in Appendix A of the document, the development of which has been the subject of consultation with the senior leadership team, the corporate asset group and the asset management working group.
- 1.2 I therefore recommend that:
- **1.2.1** Cabinet approves and adopts the Asset Management Plan 2010-2015 (as set out in Appendix 1)
- 1.3 Summary of implications
- 1.3.1 Financial

The action plan documents the work streams which will support the council's 'Bridging the Gap' programme for closing the council's funding gap. During the life of the plan the Head of Property will work with the Chief Finance Officer to determine more detailed financial implications which will be fed into the annual budget setting cycles.

Contact officer: Mark Sheldon

E-mail: mark.sheldon@cheltenham.gov.uk

Tel no: 01242 264123

1.3.2 Legal

Central Government encourages local authorities to have asset management plans. In February 2008 it produced a document called "Framework for Local Authorities Asset Management" to assist local authorities with the preparation of asset management plans. In addition, the Prudential Code for Capital Finance requires Local Authorities to have regard to the property stewardship of its assets.

Contact officer: Donna McFarlane, Solicitor, One

Legal

E-mail: donna.mcfarlane@tewkesbury.gov.uk

Tel no: 01242 775116

1.3.3 Other

Contact officer:

E-mail: @cheltenham.gov.uk

Tel no: 01242

1.4 Implications on corporate and community plan priorities

1.4.1 The aim of the AMP is to link the management and performance of the property assets with corporate business objectives, service needs and financial strategies.

1.5 Statement on Risk

- **1.5.1** The Council has not reviewed its AMP since 2004 and the adoption of an updated plan is essential to provide clear strategic direction and to demonstrate that the portfolio is being managed effectively and focused on delivering the corporate and financial aspirations.
- **1.5.2** Without an updated AMP the Council will be fall short of best practice in meeting the obligations and criteria set out by the audit commission thereby adversely impacting on the Council's organisational score.

2. Introduction and Background

- **2.1.1** The Council owns a diverse property portfolio that makes an important and positive contribution to achieving corporate objectives.
- **2.1.2** The quality, condition, suitability and sustainability of our operational property portfolio has a substantial impact on the quality and deliverability of the Council's front line services.
- 2.1.3 It is extremely important therefore that property assets are not only fit for purpose,

- safe to work in and visit, but are managed in a proactive and efficient way to meet legislative requirements and the needs and requirements of both our customers and staff.
- 2.1.4 The proactive management of the portfolio, will not only support the wider social, economic and regeneration proposals of the Council, but will provide the opportunity to optimise income, and capital receipt as well as providing a challenge to the operational efficiencies of holding property assets, with the intention of making a positive contribution to bridging the Council's financial funding gap.
- **2.1.5** The action plan within the document identifies the strategic priorities for the management of the portfolio throughout the duration of the current corporate business plan.
- **2.1.6** The intention will be to monitor and benchmark performance annually throughout the period of the plan in accordance with the indicators set out in the report, duly reporting the results to the asset management working group.
- **2.1.7** The remainder of the appendices in the plan set out the principles and policies which are intended to ensure delivery of the objectives.

3. Consultation

- **3.1.1** Consultation has been carried out with the senior leadership team, the office corporate asset group and the cross-party member asset management working group (AMWG), each of which has had input to and supports the recommended plan.
- 3.1.2 AMWG endorsed the view that the action plan needed to be as flexible as possible in light of the prevailing economic climate and the potential knock-on effects in terms of available resourcing, both financial and staffing-wise to support the Council's aspirations over the next five years. It was acknowledged that such matters are clearly not entirely within the Council's control and therefore the plan needs to be capable of responding to changing circumstances.

4. Appendices

1 The Draft Asset management plan

4.1.1 Background Papers

4.1.2 Contact Officer David Roberts Head of Property and Asset Management

01242 264151. david.roberts@cheltenham.gov.uk

4.1.3 Accountability Cabinet Member Built Environment

Scrutiny Function Environment