

Agenda Item No:

Report to: Cabinet

Date: 12 April 2018

Report Title: Corporate Property Management Strategy 2018 to 2021

Report Author: Stewart Smith, Senior Development and Regeneration Manager

Portfolio Holder: Cllr Galpin, Portfolio Holder for Corporate Property and Projects

Summary: The Corporate Property Management Strategy replaces the Council's previous Property Management Strategy and sets out the Council's high level strategic framework for managing the Council's Corporate Property Portfolio for the next three years.

Key Decision: No

Significantly Affected Wards: Borough wide

Recommendations: Cabinet is recommended to note the content of and adopt the Corporate Property Management Strategy attached at **Appendix A.**

Policy Overview: The proposed strategy will assist in delivering the Objectives identified in the Corporate Plan 2015 to 2020.

Financial Implications: There are no immediate financial implications.

Legal Implications: Not applicable.

Equalities Impact Assessment: Not required.

Other Material Implications: None.

Exempt from Publication: No.

Background Papers: None.

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Introduction and Background

1. This report relates to the Council's Corporate Property Management Strategy which sets out the Council's high level strategic framework for managing its corporate property portfolio over the course of the next three years.
2. The strategy, together with the other strategy documents referred to within it, replace the Council's Property Strategy 2009 to 2012 and comes following the recommendation of the Mid Kent Audit in May 2017.

Proposal/Current Position

3. This strategy which is attached at **Appendix A**, will together with the other strategy documents referred to within it, replace the Council's Property Strategy 2009 to 2012.
4. It has been prepared following the findings of the Corporate Property and Projects audit carried out by Mid Kent Audit in May 2017 and recognises the critical role that real estate plays both in service delivery and in supporting the delivery of the Council's Corporate Plan 2015 to 2020.
5. The strategy sets out the Council's high level strategic framework for managing its corporate property portfolio and seeks to align property management in the wider sense to the corporate vision, plan and policies of the Council.
6. The strategy comes at the same time as the implementation of new CIPFA property management software and the reorganisation of the property and asset management team. As a consequence, the strategy and the software will be subjected to initial review twelve months from the date of this report and every three years thereafter.

Implications and Risk Assessment

7. The strategy together with the software provide for the implementation of key management practices including a centralised property database and diarised alarm system to give advanced notification of lease events, statutory health and safety requirements etc. and therefore forms an essential part of the Council's risk management strategy.

Equalities Impact Assessment

8. Property acquisitions and/or disposals undertaken in line with Part 6 of the strategy will be assessed individually with regard to any potential impact on equalities.

Consultation Planned or Undertaken

9. The property management team and the project delivery team within Corporate Property and Projects together with the portfolio holder for Corporate Property and other effected Heads of Service have all been consulted on the proposed strategy.

Other Options Considered

10. The current strategy is out of date and the new Corporate Property Management Strategy comes following the recommendation of Mid Kent Audit in May 2017. On this basis no other options have been considered.

Reasons for Supporting Option Recommended

11. The option proposed is that recommended by the Corporate Property and Projects audit carried out by Mid Kent Audit in May 2017 and will result in an up-to-date property management strategy designed to ensure the pro-active and efficient management of the corporate property portfolio.

Conclusion

12. The implementation of the Corporate Property Management Strategy and the recommendations therein together with the CIPFA property management software and the reorganisation of the property and asset management team will ensure the Council is best placed to manage its corporate property portfolio going forward to 2021.

Portfolio Holder's Views

13. The strategy clearly sets out how our council will manage its property portfolio and integrate the new CIPFA software into the process. This will make it more responsive to when issues requiring attention arise.

In adopting this strategy, colleagues will recognise that working together we will ensure that Ashford residents will enjoy enhanced rewards from high quality property management, both in financial and social terms.

I am grateful to Mid-Kent Audit for bringing the need for amendment to our attention and commend this strategy to the Cabinet.

Contact and Email

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Appendix A - Corporate Property Management Strategy 2018 to 2021