

Executive

27 March 2007

Report of the Corporate Landlord

Corporate Asset Management Plan

Summary

- 1 As part of the CPA criteria the council is required to have in place a current Corporate Asset Management Plan (AMP). The council has produced a number of annual AMP's in the past which have all been rated as "good" by the central government. Attached to this report is a five year Corporate Asset Management Plan for Members consideration. Although this is a five year plan it will be reviewed annually to report on progress and to take in to account any changes in priorities for the council and new initiatives and directions from central government. One of the annexes to the Corporate Asset Management Plan are the 2005/6 Performance Indicator results for the council.
- 2 Key issues
 - Corporate AMP is part of Asset Management Planning Structure
 - Closely linked to Capital Strategy and Corporate Strategy
 - 5 year plan setting out Property Priorities and Outputs
 - Details corporate framework for delivery of above
 - Reports on latest National and Local Property Performance Indicators
- 3 Members are asked to consider approving and adopting the Corporate Asset Management Plan 2007-2012

Background

- 4 The council has adopted a Corporate approach to the management of its property assets for a number of years and has produced a number of Corporate Asset Management Plans which were submitted to central government for assessment. As a result of receiving a "good" assessment for each of these plans there was no longer a requirement to prepare and submit these plans but the council has continued to follow and develop the principles of Corporate Asset Management across its property portfolio.
- 5 Asset Management is now contained in the criteria for the comprehensive performance assessment (CPA) in the Use of Resources section where there is a

requirement for the council to have a Corporate Asset Management Plan and to show the difference it is making in its use of the council's property and land holdings.

- 6 The Corporate AMP is very closely linked to the capital strategy which was approved by the Executive on the 12 September 2006 and together they form one part of the Asset Management Planning Structure which is detailed in the AMP and summarised here (figure 1).

Strategic Plans & Linkages

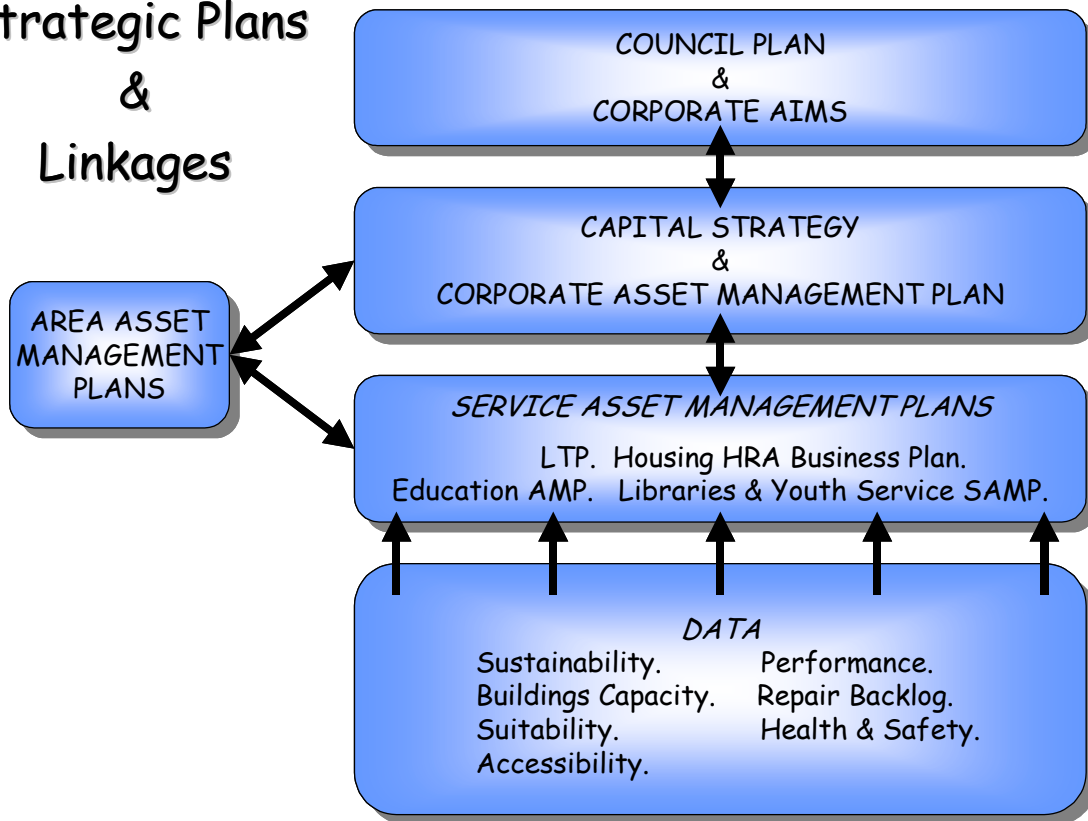


Figure 1

- 7 The Corporate AMP and its annexes are attached to this report and set out
- The Asset Management priorities and outputs that the council will follow in the future use of its land and buildings.
 - The framework and structure that is in place to deliver the council's corporate and service priorities in a way that will result in the council having.
 - The right space
 - At the right time
 - In the right place
 - At the right cost

ensuring that all times Council policies on matters such as access for all, sustainability and equality of opportunity are followed.

- How future asset management projects and initiatives will be delivered in a corporate, consistent and coordinated way that links closely with the corporate and capital strategy.
 - Have information and data on the council's property assets and their performance are collected, stored, measured and used to direct resources and to inform and support decisions.
- 8 There is also a brief report of the latest Property Performance Indicators. The DCLG has recently issued new performance indicators (COPROP indicators) although these do not have to be submitted until the end of year 2006/7. It was decided, as a trial, to collect as much information as possible in the year 2005/6 so that it could be ensured that there will be a full set of data available for the year 2006/7 which will be submitted to the government.
- 9 This Corporate Asset Management Plan is for a period of 5 years so that it is a fairer reflection of the council's direction in asset management planning and enables longer term targets to be set.
- 10 It will be reviewed annually however and a report written to the Executive on
- Past performance including a full report on the national and local property performance indicators
 - Progress on longer term priorities and outputs
 - Change in priorities and pressures from within and external to the council
 - Any revised priorities and projects
- 11 This Corporate AMP together with other documents and reports outlined in the plan will be used to support and direct the council's future use of and investment in its property and land assets to ensure that a maximum return in terms of occupation and use, at an economical and sustainable costs, is obtained.

Consultation

- 12 The Corporate AMP has been prepared over a period of time in full consultation with Members of the Corporate Asset Management Group, Property Services, Section Heads, Corporate Finance and other stakeholders. Their contribution and comments have been incorporated in the report and are vital in establishing corporate "ownership" of the plan and its outcomes and implications for the council.

Options

- 13 The only option before Members is the approval or not of the proposed Corporate Asset Management Plan in the form attached. Non approval may have an effect on the CPA score for the council.

Corporate Priorities

- 14 Asset Management Planning and the Corporate AMP, in its aim of supporting council services in delivering the strategic and service objectives, significantly contributes to the council's Corporate Strategy and priorities. Section 2.4 of the Corporate AMP show the extensive nature of these contributions
- 15 The purpose of the AMP is to, in particular, contribute to the organisational effectiveness improvement priorities 10 to 13

10 Improve our focus on the needs of customers and residents in designing and providing services

- Provision of new administrative office accommodation and customer points
- Ensuring all retained buildings are accessible to all and suitable for the service they deliver
- Production of Area AMPs in full consultation with local communities and their representatives

11 Improve leadership at all levels to provide clear, consistent direction to the organisation

- Role of the Corporate Landlord working with IT, finance and Human Resources
- Providing the structure for delivery of property related services across the whole Council
- Corporate control of property related budgets

12 Improve the way the council and its partners work together to deliver better services for the people who live in York

- Cross-council representation on the Corporate Asset Management Group and the Development Team approach to major projects
- Area AMP production again using cross-council representation and also linking with other public service providers

13 Improve efficiency and reduce waste to free up more resources

- Aim to reduce the space occupied by council services and the cost of occupation of that space
- Using sustainable and efficient building construction methods
- Ensuring all property related expenditure is directed through the Corporate Landlord to ensure best value obtained from limited budgets

Implications

16 The following information is provided:

- **Financial**

The Corporate AMP together with the capital strategy promotes the efficient and effective use of the capital resources available to the council. It also helps to ensure that any buildings which are occupied are reviewed for the economic and sustainable viability of occupation on a regular basis.

- **Human Resources (HR)**

There are no HR Implications.

- **Equalities**

There are no Equalities Implications.

- **Legal**

There are no legal implications.

- **Crime and Disorder**

There are no crime and disorder implications.

- **Information and Technology (IT)**

There are no IT implications.

- **Property**

The property implications relating to Asset Management and Capital Investment are contained within the body of this report.

Risk Management

17 Together with capital strategy the Corporate Asset Management Plan reduces the risk of poor decision making relative to the council's capital investment, use and review of its land and property portfolio. It ensures that there was a consistent council wide approach to the process of Asset Management.

Recommendation

18 Members are asked to consider approving and adopting the Corporate Asset Management Plan 2007-2012 for the City of York Council.

Contact Details

Author:

Philip Callow
Head of
Asset & Property Management
Property Services
Tel No. (01904) 553360

Chief Officer Responsible for the report:

Neil Hindhaugh
Assistant Director of Property Services
Tel: (01904) 553312

Report Approved

Date 15/3/07

Specialist Implications Officer(s)

Implication None

Name

Title

Tel No.

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

2002 Corporate Asset Management Plan for the City
of York Council
2006 Capital Strategy

Annexes

Annex A – The Corporate Asset Management Plan for City of York Council 2007-2012
with annexes.