

This report is public	
Property Asset Management Strategy	
Committee	Executive
Date of Committee	4 March 2024
Portfolio Holder presenting the report	Portfolio Holder for Property, Councillor Eddie Reeves
Date Portfolio Holder agreed report	19 February 2024
Report of	Corporate Director of Resources, Stephen Hinds

Purpose of report

To approve the Property Asset Management Strategy.

1. Recommendations

The Executive resolves:

- 1.1 To review and approve the Property Asset Management Strategy.

2. Executive Summary

- 2.1 The Property Asset Management Strategy will support Council decision making, priorities and service delivery. Buildings and/or land are needed to support much of the Council's service delivery. The Strategy needs to be adaptable and flexible and support decision making about changes in service delivery, budgetary, statutory or regulatory requirements.
- 2.2 The Property Asset Management Strategy outlines the principles and framework underpinning decisions to make best use of property assets. This is the first Property Asset Management Strategy since the Council decoupled from Oxfordshire County Council in 2022.
- 2.3 Undertaking a strategic asset review, to recognise the potential of the council's property portfolio in meeting its regeneration ambition, formed part of the action plan arising from the 2022 LGA Peer Review. The Property Asset Management Strategy will support this need.
- 2.4 All property assets should contribute in some way to the Council's service delivery objectives and help to achieve the Council's corporate objectives and priorities as defined in its Business Plan and have regard to other policies, strategies and plans including the need for income generation to support Council activities.

Implications & Impact Assessments

Implications	Commentary			
Finance	<p>There are no financial implications arising directly as a consequence of this report. If their implementation give rise to proposals that would require additional resources then these would be authorised separately via a business case. Kelly Wheeler, Finance Business Partner</p>			
Legal	<p>Legal implications are likely to arise in relation to the implementation of the Strategy. Legal advice should be sought at an early stage during the asset challenge process and whilst developing an action plan, to ensure that all relevant legal implications and constraints are considered during the decision making process. The relevant departments should also be consulted as they will be experts on whether the current assets are viable, meet the need required, and what the need is both now and in the future. Regard should also be had to any proposed legislative changes or drives to ensure that we do not find ourselves unable to meet future responsibilities. Rachel O'Shaughnessy Solicitor</p>			
Risk Management	<p>There are no risks arising from this report. Any arising risks will be managed by the relevant service operational risk register and escalated to the leadership risk register as and when necessary. Celia Prado-Teeling, Performance Team Leader</p>			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		x		<p>There are no equality nor diversity implications arising directly as a consequence of this report. Celia Prado-Teeling, Performance Team Leader</p>
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		n/a
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including		x		n/a

employees and service users?				
Climate & Environmental Impact	x			Recommendations arising from the Property Asset Management Strategy will consider the impact of sustainability and decarbonisation and have the potential to make a positive impact.
ICT & Digital Impact		x		n/a
Data Impact		x		n/a
Procurement & subsidy		x		n/a
Council Priorities	The Council's property assets and the way they are managed have the potential to contribute to Council Priorities as set out in the Business Plan: <ol style="list-style-type: none"> 1. Housing that meets your needs 2. Supporting environmental sustainability 3. An enterprising economy with strong vibrant local centres 4. Healthy, resilient and engaged communities 			
Human Resources	N/A Claire Cox, Assistant Director Human Resources. 20 Feb 2024			
Property	Approval of the Property Asset Management Strategy sets out the principles and framework underpinning decisions to make best use of property assets. Mona Walsh, Assistant Director Property. 13 February 2024			
Consultation & Engagement	n/a			

Supporting Information

3. Background

- 3.1 The Property Asset Management Strategy will support Council decision making, priorities and service delivery. Buildings and/or land are needed to support much of the Council's service delivery. The Strategy needs to be adaptable and flexible and support decision making about changes in service delivery, budgetary, statutory or regulatory requirements.
- 3.2 The Property Asset Management Strategy outlines the principles and framework underpinning decisions to make best use of property assets. This is the first Property Asset Management Strategy since the Council decoupled from Oxfordshire County Council in 2022.
- 3.3 Undertaking a strategic asset review, to recognise the potential of the council's property portfolio in meeting its regeneration ambition, formed part of the action plan arising from the 2022 LGA Peer Review. The Property Asset Management Strategy will support this need.

- 3.4 All property assets should contribute in some way to the Council's service delivery objectives and help to achieve the Council's corporate objectives and priorities as defined in its Business Plan and have regard to other policies, strategies and plans including the need for income generation to support Council activities.

4. Details

- 4.1 The purpose of this strategy is to:

4.1.1 Set out the approach the Council will take to review the strategic purpose of its property asset portfolio and ensure it is allocating available resources to land and property which best support the Councils Business Plan and the wider vision and ambition for Cherwell;

4.1.2 Establish a framework to monitor the continuous performance of the property asset portfolio against priorities and test whether it remains fit for purpose and to better plan for a future that looks through a broader and more sustainable lens; and

4.1.3 Outline the governance arrangements on which property asset management decisions including rationalisation, development, investment and construction can be consistently based.

- 4.2 The Property Asset Management Strategy structure is the "industry standard" format endorsed by CIPFA and other bodies and includes:

- Vision/Policy – reflecting Council plans and priorities
- Strategy – how the Council will use its assets to accommodate service provision, finance and future planning
- Action Plan – a detailed strategy or asset management plan for each individual asset or asset type

- 4.3 All Council strategies and policies are informed by and flow from the Business Plan and will be informed by other corporate strategies and policies.

- 4.4 The Property Asset Management Strategy establishes clear principles about how properties are managed and will remain in place for 5 years but be reviewed in 2 years to ensure it still reflects the ambitions.

- 4.5 Property assets comprise operational, income producing, housing, community and other types of land and properties including public open space. The assets are managed in-house, with additional external support to meet specific capacity and capability needs.

- 4.6 Council owned land and building assets have a total book value of c£160m. Whilst this is not necessarily the amount the Council would receive if all assets were sold it demonstrates the considerable resource they provide and why rationalisation, careful management and robust decision making is needed.

- 4.7 Historically the Council managed its assets on a reactive basis and several services managed their own properties direct. The Council intends implanting a Corporate

Landlord Model thus improving how property is managed and enabling occupying services to concentrate on their service delivery.

- 4.8 The Council will ensure property assets are managed effectively and robust decisions are made by:
- 4.8.1 Have the right information and data about assets to inform robust decision making.
 - 4.8.2 Use an Asset Challenge approach to aid decision making and review of assets resulting in a streamlined, fit for purpose and active asset portfolio aligned with corporate objectives and service delivery.
 - 4.8.3 Develop an effective property management approach.
 - 4.8.4 Maintain assets.
 - 4.8.5 Implement a Corporate Landlord Approach.
 - 4.8.6 Develop systems, processes and procedures.
 - 4.8.7 Consider Risk Management.
 - 4.8.8 Develop an Action Plan for each asset.
 - 4.8.9 Having the appropriate governance arrangements in place.
 - 4.8.10 Complete regular performance review

5. Alternative Options and Reasons for Rejection

- 5.1 The following alternative option has been identified and rejected for the reasons as set out below.

Option 1: The alternative option would be not to approve the Property Asset Management Strategy. This option has been rejected as the need for a Property Strategy was highlighted in the LGA 2022 Peer Review and the Council requires a Strategy to support decision making, priorities and service delivery.

6 Conclusion and Reasons for Recommendations

- 6.1 The Property Asset Management Strategy will support Council decision making, priorities and service delivery. It outlines the principles and framework underpinning decisions to make best use of property assets and is the first Property Asset Management Strategy since the Council decoupled from Oxfordshire County Council in 2022. The need for a strategic property asset review formed part of the action plan arising from the 2022 LGA Peer Review and the Property Asset Management Strategy will support this need.

Decision Information

Key Decision	No
Subject to Call in	Yes
If not, why not subject to call in	n/a
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	Property Asset Management Strategy 2024/25 to 2029/30
Background Papers	None
Reference Papers	None
Report Author	Mona Walsh, Assistant Director Property
Report Author contact details	E: Mona.walsh@cherwell-dc.gov.uk T: 01295 221602