



Report to
Cabinet

11 January 2005

Report of
Strategic Director (City Development)

Title
Asset Management Plan

1 Purpose of the Report

- 1.1 The purpose of the report is to seek approval to the 2004 Asset Management Plan, prior to its' submission to Government Office West Midlands (GOWM).

2 Recommendations

Cabinet are recommended to:

- 2.1 Approve the 2004 Asset Management Plan

3 Information/Background

- 3.1 Until 2002, all authorities were required to prepare and submit an annual Asset Management Plan (AMP) to their Government Office. In 2003, only those authorities which had failed to achieve a 'good' score for their AMP were required to submit documents. This authority were in that position, having achieved a 'satisfactory' score for its 2002 document, and duly submitted an AMP in July 2003. The 2003 AMP was also scored as 'satisfactory', albeit it has been discovered that the Council were extremely close to achieving a 'good' score.
- 3.2 The Council is now one of a small number of authorities who have yet to achieve a 'good' score for its' AMP. It has been asked to submit a revised document to GOWM by January 2004.
- 3.3 Following discussion with GOWM over the criteria which the Council had failed to meet in its 2003 AMP, the document has been reviewed and updated. A draft document has been sent to GOWM for comment, and further changes made following comments received. Based on GOWM's initial response, the document should now receive a 'good' score.
- 3.4 Government Offices use a strict scoring criteria to assess whether AMP's are poor, satisfactory or good. Those making the assessment are not surveyors and simply check the AMP against their scoring criteria. It is therefore vital that the plan clearly identifies how each of the criteria has been met.

4 Proposal and Other Option(s) to be Considered

- 4.1 Being conscious of the approach by GOWM to the assessment of the AMP explained in section 3, certain changes have been made to the content of the document. Specific references to CCC processes (e.g PPR) or properties have been removed, as these are not relevant to the limited purpose for which document is required i.e as a statement of how the Council has or has not met the strict scoring criteria laid down by the Office of the Deputy Prime Minister and enforced by GOWM. The changes and improvements that the Council are making in its approach to strategic asset management have been highlighted i.e new section, additional staff etc, which give GOWM confidence that the Council is becoming a 'good' authority in respect of asset management. A scoring matrix has been attached which clearly shows where each of the scoring criteria have been evidenced.
- 4.2 The document is not intended to be a hands on strategy to set out how the Council manages its' property, although it does do this in part. The Council needs to go beyond the limited scope of an AMP and develop a Corporate Property Strategy which will achieve this aim. The development of this 2004 AMP should be seen as a means to an end - i.e to pass GOWM's scoring assessment and receive a 'good' score.
- 4.3 The PPR is recommending that a new Property Management unit be created, to give a greater drive and impetus to the strategic management of the Council's commercial and operational property assets and their maintenance. Following the model of support services in the modernised authority, the property functions based in Directorates will all report through to the Head of Property Management.

5 Other specific implications

	Implications (See below)	No Implications
Area Co-ordination		✓
Best Value		✓
Children and Young People		✓
Comparable Benchmark Data		✓
Corporate Parenting		✓
Coventry Community Plan		✓
Crime and Disorder		✓
Equal Opportunities		✓
Finance	✓	
Human Resources		✓
Human Rights Act		✓
Health and Safety		✓
Impact on Partner Organisation		✓
Information and Communications Technology		✓
Legal Implications		✓

	Implications (See below)	No Implications
Property Implications	✓	
Race Equality Scheme		✓
Risk Management		✓
Sustainable Development		✓
Trade Union Consultation		✓
Voluntary sector – The Coventry Impact		✓

5.1 Financial Implications – The Asset Management Plan identifies a number of property initiatives which impact on the Council's finances e.g disposal of surplus assets

5.2 Property Implications – The Asset Management Plan is a statement of the Council's current position in respect of the management of its portfolio of land and property

6 Monitoring

6.1 Progress on the delivery of the actions identified in the Asset Management Plan will be undertaken by the Asset Management steering group

7 Timetable

7.1 The AMP will be submitted to GOWM following Full Council on 22 February.

List of background papers

Proper officer: Head of Property & Projects, City Development Directorate

Author: Telephone 024 7683 2669
David Soanes, Team Leader - Strategic Property Review, Property & Projects
(Any enquiries should be directed to the above)

Other contributors:
Nigel Clews, Head of Property Assets - 7683 2708
Jane Crawley - Human Resources - 7683 2145
Chris Hinde - Legal - 7683 3037
Geoff Smith - Finance 7683 1129
David Wilson - Social Services 7683 3552
Ian Johnson - Facilities Management - 7683 3054
Diane Jones - Finance - 7683 3781
Mike Upton - City Services - 7683 2865
Andy Howitt - Leisure - 7683 2379
Ruth Gaskell - Education - 7683 1532

Papers open to Public Inspection

Description of paper

Location

None