

Folkestone

Hythe & Romney Marsh

Shepway District Council



Asset Management Policy 2017 – 2022

July 2017

The Asset Management Policy

This Asset Management Policy is deliberately intended to be a short and concise document that describes the principles adopted by the council in applying asset management to achieve the authority's strategic objectives.

It describes the Council's commitment to property asset management and has been endorsed at a senior level.

It demonstrates to the public and all stakeholders, including senior decision makers, elected members, practitioners and service providers, how asset management supports the Council's corporate policies. It also provides a visible commitment to achieving the benefits that can be delivered through asset management

The Council's Corporate Plan sets out the Council's long-term vision for improving the lives for all those who live, work and visit the district.

The Council's asset management policy is a high level document that is underpinned by a number of Council key strategies and plans and is overseen by the Asset Management Board. It will support the delivery of the six strategic objectives set out in the Council's Corporate Plan 2017-2020:

- More Homes: Providing and enabling the right amount, type and range of housing across the district
- More Jobs: Working with businesses to provide jobs in a vibrant local economy
- Appearance Matters: Providing an attractive and clean environment
- Health Matters: Keeping our communities healthy and safe
- Achieving Stability: Providing financial stability through a commercial and collaborative approach
- Delivering Excellence: Recognising the commitment of staff and members to deliver excellent services

These Strategic Objectives underpin our asset management approach and vision for '*an efficient and effective estate which supports the delivery of the strategic objectives set out in the Council's Corporate Plan*'

A key element of achieving our goals is how we use all our resources, and this includes our land and buildings. There needs to be a clear plan which balances aspirations in terms of rationalisation, future service delivery, regeneration and investment. This asset management policy establishes some clear policy principles by which we will manage those land and buildings, and it will remain in place for up to 5 years.

Key Policy Principles

In developing strategy and delivering actions and activities relating to our land and buildings, we will ensure that they meet certain agreed goals. These are not in any particular list of priority and the key challenge for the Council is ensuring that we maintain an appropriate balance between all these elements to ensure that we make strategic use of our land and buildings to build upon the attractiveness of the district:

- Land and buildings are not 'owned' by the services that occupy them but are owned for the benefit of the people of Shepway. When decisions are made they are made in a way that provides the best overall outcome for the Council and the

District

- Land and buildings will be efficiently used meaning that we will not waste money or waste space
- Land and buildings will do what we want them to do and will be fit for purpose
- Our land and buildings will be managed to contribute positively to a sustainable Shepway through supporting the growth of enterprise, local businesses, support innovation and attract inward investment. We will support the provision of premises that are needed in the right area to facilitate this
- Where we can we will use our land and buildings to contribute positively to a sustainable Shepway to ensure that the number and quality of homes in Shepway meets housing needs
- Aligned to the efficient and effective utilisation of other resources such as finance, ICT and staff
- We will use our land and buildings to support our local communities to give us progressive, healthy, safe and vibrant communities
- Our land and buildings will make efficient use of energy and meet any energy efficiency standards
- We will use our land and buildings in order to build the attractiveness of the District for visitors, which will bring money to the area and support local businesses
- We will take full advantage of opportunities for partnerships, community asset transfer and collaboration with other public, third and private sector organisations in delivering value for money
- We will use our assets to optimise returns, maximise external funding and commercial opportunities
- Where we have land and buildings that generate rental income from tenants we will make sure that the income we get is the best we could expect and we will be constantly looking for new income generating opportunities
- We know that things change. We want to make sure as best we can that our land and buildings are continually challenged to ensure that they remain adaptive, and innovative and are flexible enough to keep improving how and what we do

Key Asset Management Principles

In addition to the above key policy principles, we will also work to key asset management principles for the property portfolio. Once management principles are agreed it will be important to clearly define them over the coming months, so that everyone inside and outside the organisation understands their meaning. This will be vital as we take asset decisions in the future and set ourselves performance or outcome targets. Crucially, all of these principles are subject to the availability of budgets. Our asset management principles are to ensure that assets are:

- Acquired and retained only when needed for a specific identified purpose
- Maintained in good condition
- Fit for their intended purpose

- Kept clean, tidy, presentable and well signposted
- Used as intensively as possible
- Well located and accessible to those that need them
- Meet all statutory requirements with clarity around liabilities that Shepway has retained and those that have been passed to third parties
- No new legal requirements to be taken on by Shepway unless absolutely necessary for the greater good
- Land and buildings will be resilient to physical, economic and social change
- Demonstrate good value for money for all financial spending