

**SCRUTINY REVIEW PANEL- THE COUNCILS PROPERTY PORTFOLIO- THE  
NEXT 5/10 YEARS**

Report of Strategic Head of Estate & Asset Management

**1. Purpose of report**

- 1.1 The report outlines the proposed scope of this review of the Councils Operational Property Portfolio and the property strategy for the next 5/10 years.

**2. Background to the selection of this topic**

- 2.1 The Council owns a large and diverse portfolio of property assets, ranging from Libraries, Children’s Homes, Community Centres to Country Parks, sports facilities and Museums, in addition to civic and administrative centres.
- 2.2 The property assets are arranged in three distinct portfolios:-
- Operational Estate- Land & Property held for service delivery
  - School Estate- Land & Property held for the delivery of education
  - Investment Estate- Land & Property held for income generation or held for sale to generate capital receipts.
- 2.3 As property supports the delivery of nearly all Council services in some form, it is essential that the Council has the right property in the right place.
- 2.4 Due to the rapid pace of change in the delivery models for Council services, due to financial pressures and the Covid-19 pandemic it is important that property asset management arrangements are flexible and responsive to changes in service delivery.
- 2.5 The portfolio is of significant size, it is necessary that the Council manages the portfolio responsibly and efficiently to minimise the financial burden of the portfolio and the environmental impact.
- 3. What would be the scope of the Scrutiny Review of this topic?**
- 3.1 Due to the differing objectives of the three property portfolios, it is proposed to review each property portfolio separately, due to the differing objectives of each.

- 3.2 Following on from the recent completion of the Town Centre office review, which produced the business case for the refurbishment of Stopford House and letting of surplus office space to third parties.
- 3.3 The first review will focus on the portfolio of operational Land & Property,
- a) review the current position (number, use and condition of premises)
  - b) review the relevance of the current asset management arrangements- policy, strategy and action plan against best practice, develop an action plan
  - c) review current best practice examples of public sector asset management,
  - d) consider the property portfolio against the Councils stated aims and aspirations for service delivery and policy.

#### **4. What are the benefits of carrying out this Scrutiny Review?**

- The review will explore current Asset Management arrangements to identify opportunities for improvement
- The review will confirm if the Operational Property Portfolio is appropriate to deliver current and expected future service need

#### **5. Are there reasons for not doing the Scrutiny Review at this time? Delete this section**

#### **6. Proposed Meeting Structure**

Meeting 1 – Scope the Review

Meeting 2 – Review the current position statement,

Meeting 3 – Review the Asset Management Policy, Strategy and Action Plan in the context of future Council priorities for development and investment; consider what future approach would be appropriate and achievable

Meeting 4 – Agree final report and recommendations

Meeting 5- Agree scope for scrutiny review of school estate

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