MAIDSTONE BOROUGH COUNCIL

Cobtree Manor Estate Committee

13th March 2013

REPORT OF THE COBTREE OFFICER

Report prepared by Joanna Joyce

1. Asset Management Review Update Report

- 1.1 Issue for Decision
- 1.1.1 To consider the additional information for the Asset Management Report of 2012 and note its contents.
- 1.2 Recommendation of the Cobtree Officer

The Committee is asked to note the information on property performance indicators for 2012.

- 1.3 Reasons for Recommendation
- 1.3.1 The committee resolved to receive the additional information set out in **Appendix A**, which was pending when the Asset Management Report for 2012 was brought in July last year.
- 1.3.2 The property condition survey is carried out every 5 years. A programme of works is then set for the following 15 years. The data set out in **Appendix A** was unavailable at the time of the Asset Management Report for 2012 as it was still being collated.
- 1.3.3 The most important data for monitoring purposes is the condition category. This shows there has been an improvement in the condition of the properties between the previous survey in 2008/2009 and this survey in 2011/12. The percentage of floor area in good condition has also risen since 2008/9.
- 1.3.4 The cost of required maintenance shows a small increase approximately in line with inflation. Total spend on maintenance between 2008/9 and 2011/12 (disregarding the capital works to Garden Cottage) is very similar.
- 1.3.5 The normal split expected between planned and responsive maintenance (category D3, **Appendix A**) is normally 70% planned maintenance and 30% responsive maintenance. The planned and responsive maintenance split has improved greatly since 2008/9 with the figures of 82% planned and 18% responsive well above normal.

1.4 Alternative Action and why not Recommended

1.4.1 The alternative is to reject the request to note the information on estate property set out within this report. This is not recommended as the information provides an important guide to the management of the Estate's property portfolio.

1.5 <u>Impact on Corporate Objectives</u>

1.5.1 The Estate's property collection is an important part of the charity's assets and therefore appropriate management is important to maintain this asset.

1.6 Risk Management

- 1.6.1 There are no additional risks to the Charity arising from this report.

 The report shows that the risk arising from the estate property is being appropriately managed.
- 1.6.2 It should be noted that provided the Management Agreement with Continuum is concluded Maidstone Borough Council, on behalf of the Charity, will acquire the 22 buildings and land at the Kent Museum of Rural Life at some point prior to 30th September 2013. An update report will be brought to the Committee concerning this issue as soon as the Management Agreement is concluded.

1.7 Other Implications

1.7.1 1. Financial 2. Staffing 3. Legal 4. Equality Impact Needs Assessment 5. Environmental/Sustainable Development 6. Community Safety 7. Human Rights Act 8. Procurement 9. Asset Management

1.7.2 There are no additional implications arising from this report.

1.8 Relevant Documents

This report is an addition to the Asset Management Plan Annual Review of 11^{th} July 2012.

1.8.1 Appendices

Appendix A Property Performance Indicators for Cobtree Estate 2012.

1.8.2 Background Documents

There are none.

IS THIS A KEY DECISION REPORT?			
Yes	No	X	
If yes, when did it first appear in the Forward Plan?			
			······
This is a Key Decision becau	se:		
Wards/Parishes affected:			