

ASSET MANAGEMENT PLAN 2021-22		RAG Status: Green – on target; Amber – within tolerance; Red – needs action.				
Theme	Outcome	Action / activity	Measure	By when	Comments	RAG Status
Prosperous Place	Maximise return on property portfolio	<p>Liaison with tenants Put payment plans in place</p> <p>Review of lease events due in 2020-21</p> <p>Focus on measures to re-let vacant accommodation</p> <p>Pro-active focus on managing forthcoming lease events due in 2021-22</p>	<p>Legal documents in place and tenants keeping to payment plans</p> <p>Number of lease and licence renewals reviewed or actioned</p> <p>Number of properties being marketed and new lettings secured to reduce the number of voids</p> <p>Number of lease renewals and rent reviews initiated, terms agreed and/or completed</p>	2021-23	<p>Regular communications maintained with tenants. Payment plans in place and being followed to clear arrears.</p> <p>Some delays in reviewing lease events due to impact of Covid on property portfolio and staff vacancies and absence; plan in place for major lease events with in-house team and support from external consultants.</p> <p>Vacant properties being marketed where ready to relet. The in- house teams continue to focus on measures to relet vacant accommodation and minimise void costs. Number of asset reviews completed and business cases being developed for emerging capital projects.</p>	Amber
Prosperous Place	Statutory compliance	<p>Develop new statutory compliance plan</p> <p>Develop programme for investment</p>	<p>Plan complete</p> <p>Planned preventative maintenance plans in place</p>	Ongoing	<p>New model set up for Operational properties and vacant properties with planned preventative maintenance in place.</p> <p>Programme in place to ensure tenants meet responsibilities and properties are compliant</p>	Green
Prosperous Place	The property portfolio is fit for purpose and attracts commercial rents where appropriate	Implement repairs and renewal programme	Deliver programme priorities for 2021/22	2021-22	Proceeding as planned, detail provided in Repairs and Renewals update report	Green
Prosperous Place	Improve efficiency of monitoring and property management of property	Ensure efficient property data management system is in place	<p>Review of current data complete including data cleansing.</p> <p>Accessible single property data management system tested and operational.</p>	2020-2023	Some delays with progress due to staff focusing on the response to the impact of Covid, however work has started again to review and cleanse data held and review alternative property data management solutions.	Amber

	portfolio					
Prosperous Place	Regenerate Eastleigh town and local centres	Strategic acquisitions to support delivery of rationalisation around former Budgens site in Hedge End	Number of strategic acquisitions complete in Hedge End and Eastleigh	Ongoing	Progressing as planned	Green
Prosperous Place	One Public Estate Programme	Work collaboratively with Public Estate Partners to identify opportunities to support delivery strategies and Estate needs eg. joint ventures, sharing of surplus space	Partnerships in place Opportunities identified for joint ventures or lettings of vacant or surplus space to Public sector organisations	Ongoing	Eastleigh Southern Parish Partnership set up and Terms of Reference agreed, project team set up to explore and progress opportunities.	Green
Green Borough	All properties meet environmental standards	Recruit Energy Manager Carry out energy efficiency surveys Identify opportunities to improve energy efficiency in existing assets	Energy Manager in post Opportunities identified for emerging programme pipeline	2021-22	Energy Manager recruited Tendered for specialist consultants to undertake energy audits on properties identified to support decarbonisation, tenders under review prior to appointing consultant. Installation of public Electric Vehicle charging points progressing on commercial portfolio sites Work progressing with Building Surveyors to ensure properties remain compliant with Minimum Energy Efficiency Standards	Green
Regeneration	Project Support	Provide specialist knowledge and input to Community Projects & Housing Programme	Achieve project milestones	2021-22	Supporting as required across projects delivered by Project Management team (currently 26)	Green
Housing	Strategic acquisitions and disposals	Identify and seek to acquire property to support delivery of Housing programmes	Deliver programme priorities for 2021-22 Properties identified to support Housing delivery.	2021-22	Completion of acquisition of empty neglected residential property to bring back into use; works completed to secure and clear garden to improve appearance for neighbours.	Green
Health & Wellbeing	Community Asset Programme	Provide specialist property advice and support to improve efficiency in the	Detailed input into review and updating of CAT policy and improvements identified to process.	2021-22	Community Asset Transfer policy reviewed and updated. Working with the Community Asset Board and other eservice areas including Local Areas,	Amber

		Community Asset transfer process	Number of asset transfers actioned or transferred		Streetscene and Legal on priority Asset transfers, progressing in line with emerging programme. There is a plan in place to ensure capacity within in-house teams with support from external consultants where required.	
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