

# Minutes



Meeting STRATEGIC MANAGEMENT OF PROPERTY SUB-COMMITTEE

Date Wednesday, 24 November 2004 (commencing at 10.00 am)

## membership

Persons absent are marked with `A`

## COUNCILLORS

Darrell Pulk (Chair)  
David Taylor (Vice-Chair)

	Sue Bennett	A	Bruce Laughton
A	Andy Freeman	A	Jim Napier
	Graham Jackson	A	Rita Sharpe

## MINUTES

The Minutes of the last meeting held on 29<sup>th</sup> September 2004 having been circulated were confirmed as a correct record and signed by the Chair.

## APOLOGIES FOR ABSENCE

Apologies for absence were received from:-

Councillor Bruce Laughton  
Professor A Lovell  
Mr I Rennie

## DECLARATIONS OF INTEREST

There were no declarations of interest by Members or Officers.

## PROPERTY BENCHMARKING REPORT BY PRICEWATERHOUSECOOPERS

Jas Hundal, Deputy Director of Environment and Review Manager introduced the report, which compared responses from a number of authorities in the same family group as the County Council. He drew particular attention to Nottinghamshire's low energy costs mainly attributable to sustained

investment in energy management, and higher than average overall property running costs that reflect both the condition of the stock and low spend on planned maintenance. He also highlighted the low property cleaning costs, and the income from capital receipts. However the relative condition of property was more worrying and the costs of managing planned maintenance were higher. Richard Hanson, Assistant Director (Strategic Property) observed that further information on the asset management aspect of the Gershon review was due in December. Councillor Bennett pointed out that the County Council's efficiency measures were already directed at this. Mr Hanson referred to work to make links between property management and service output.

Councillor Jackson asked why the County Council's insurance costs were so much higher than others. Mr Hanson replied that this might be because of fires in system-built schools, and indicated that the County Council was looking at better fire prevention. Councillor Jackson urged the installation of fire prevention measures in all new buildings, and in older buildings at the highest risk. Mr Hundal stated that the review could cover the fire prevention policy. It was agreed to note the report and recommend some publicity for the results of the benchmarking exercise.

### **PROPERTY PERFORMANCE MEASURES**

Mr Hundal introduced the report, which proposed a framework for property performance management, which would be a valuable tool in managing the property portfolio. Mr Hanson indicated that information would go into a database, available to property managers through the intranet. In reply to a question from Councillor Napier, he stated that although the property portfolio was managed corporately, tenants also needed to manage resources effectively and efficiently. Councillor Napier believed that care was needed with wording to make it clear that departments were consulted and involved. Members suggested Meadow House and the Library Service as areas where employees had made a significant contribution to developments.

It was agreed to recommend approval of the pilot scheme proposed for Library Services and properties occupied by the Environment Department, and to monitor success with a view to extending it to other services.

### **CONSULTATION ON PROPERTY ASSET MANAGEMENT STRATEGIES**

The report summarised the responses of property occupiers and managers to a questionnaire issued as part of the best value review. Mr Hundal pointed out that there was a clear recognition of the importance of property for quality services, and the need for closer connections between properties and service needs. Councillor Bennett was concerned by the high number of "don't know" responses. Mr Hanson indicated that this could be where people working outside property sections are not aware of the full range of activities, and this was already being tackled. Councillor Napier commented that it seemed people were not aware of the County Council's property strategy. Mr Hundal suggested repeating the survey after 12 months, perhaps using interviews to produce fuller results.

## **CONSULTATION WITH PORTFOLIO HOLDERS AND SENIOR MANAGEMENT**

The report summarised responses to a questionnaire issued to all portfolio holders, service heads and chief officers.

It was agreed to recommend that all departments should prepare 5 year property plans that contributed towards the County Council's strategic plan priorities and to note that Corporate Property are developing a performance framework that links the strategic properties of the Council with the efficiency and effectiveness of the property function to deliver better service outcomes.

## **STRUCTURE AND CONTENT OF THE FINAL REPORT**

It was agreed to defer this item to the next meeting of the Sub-Committee.

## **DATE OF NEXT MEETING**

It was noted that the next meeting of the Sub-Committee would be at 12 noon on Monday, 20<sup>th</sup> December 2004.

The meeting closed at 11.10 am.

## **CHAIR**

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