

11KLOE Fixed Property Assets Service Estate	1 ST Line of Defence	2 ND Line of Defence	3 RD Line of Defence
<p>The Council holds the fixed assets it needs, in the right quantities and at the optimum cost.</p> <p>The Council knows it owns, assets are safe suitable and sufficient.</p> <p>There are long term plans to look after the estate.</p>	<ul style="list-style-type: none"> • The Council has full records of assets held. • Service managers comply with Asset Management Strategies and policies inc - asset acquisitions, holdings, surplus and disposals. • Strategic forward plans for Asset management are maintained • Asset Management Plans are in place. • Service Asset Management Plans provide realistic cost-benefit assessments. • Comprehensive records management and accurate complete data on systems for Title deeds, registers and inventories. • Occupancy rates and targets are monitored and reported. • Maintenance works are completed promptly to maximise asset availability • Maintenance meets minimum quality standards • Maintenance costs are within approved budgets. 	<ul style="list-style-type: none"> • Regular reporting to committee and senior management on the asset portfolio. • Key performance data regularly reported to senior managers and committee. • The effective use of legal services to support property asset outcomes. • Clear governance from property project boards, committee and leadership teams. • Alignment of projects, transformation and development of property services. • Updates and reconciliation to finance plans and projections. • Turner Townsend consultancy output • Key performance data regularly reported to senior managers and committee. • Established governance and clarity on decision making process. 	<ul style="list-style-type: none"> • Audit last 3 years • Ombudsman review of land disposal (final report expected in 2019/20) • External Audit of Accounts • Land Registry records align to the Councils.

	<ul style="list-style-type: none"> • Ratio of programmed to responsive repairs meets best practice guidelines • Staff capacity and capability is adequate. • There is effective management of rented out properties. • Income is collected, reconciled and reported on. • 	<ul style="list-style-type: none"> • Turner Townsend consultancy output 	
<p>Measures are in place to ensure the upkeep and condition of assets.</p> <p>Assets are held securely.</p>	<ul style="list-style-type: none"> • There is Insurance coverage which remains up to date in line with changes to assets and asset use. • Stock condition surveys are regularly completed and provide meaningful information. • Action plans in place to address survey results • Valuations are regularly updated • Security standards are applied and monitored. • Breaches of security, vandalism and damage are recorded and resolved. • Property compliance rates are high 	<ul style="list-style-type: none"> • Exception reporting • Annual Insurance renewal. • In year insurance charges recorded. • Performance reporting on stock condition. 	<ul style="list-style-type: none"> • Audit last 3 years • 3-5-year valuation report from external provider.