

**Teignbridge District Council**  
**Executive**  
**13 February 2024**  
**Part i**

## **ASSET MANAGEMENT POLICY**

### **Purpose of Report**

To provide Members with an early overview of the new Strategic Asset Plan approach and its relevance to the Modern 25 programme and Council Strategy.

To obtain approval for the first document, Part 1 – Policy (2024-2029).

### **Recommendation**

**The Executive Committee RESOLVES to:**

- (1) Adopt the Part 1 Policy Document, attached in Appendix 1 of this report, which will form part of the of the new Strategic Asset Plan.

### **Financial Implications**

There are no specific financial implications arising from this report, however, the Strategic Asset Plan is intended to support the Medium Term Financial Plan (MTFP) and it is vital our approach to assets and decision making is aligned with that. The Modern 25 agenda assumes delivery of savings through our review of our assets and their use.

Martin Flitcroft  
Head of Corporate Resources  
Email: [martin.flitcroft@teignbridge.gov.uk](mailto:martin.flitcroft@teignbridge.gov.uk)

### **Legal Implications**

There are no specific legal implications arising from this report.

Paul Woodhead Head of Legal Services and Monitoring Officer  
Email: [paul.woodhead@teignbridge.gov.uk](mailto:paul.woodhead@teignbridge.gov.uk)

### **Risk Assessment**

There are no inherent risks of the Asset Management Policy rather there are risks to the Council and its finances by proceeding in the absence of a relevant and current Strategic Asset Plan. The absence of a Plan is therefore considered to present more risk than the agreement and adoption of one, in order to set strategy, direction and approach. The policy sets out the behaviours and principles and is the first part of a three part document which will become the full Strategic Asset Plan (SAP). Once all

three parts of the SAP are adopted the full Plan will be in place.

Thomas E Phillips  
Assets Manager  
Email: tom.phillips@teignbridge.gov.uk

## **Environmental/ Climate Change Implications**

Section 2 of the Asset Management Policy 2024-2029 reflects principles of the Authority's Part 1 Carbon Action Plan and the Devon Carbon Plan. Beyond adoption of the policy and upon the review of specific assets, further consultation should be made with stakeholders to determine what site specific approaches are necessary to reduce the district's carbon footprint and adapt for the future effects of climate change.

Will Elliot  
Climate Change Officer  
Email: @teignbridge.gov.uk

### **Report Author**

Thomas E Phillips  
Asset Manager  
Email: tom.phillips@teignbridge.gov.uk

### **Executive Member**

Cllr David Palethorpe

## **Appendices/Background Papers**

Appendix 1 – Policy Document  
Appendix 2 – Equalities Impact Assessment

### **1. INTRODUCTION AND BACKGROUND**

1.1 The existing Asset Management Strategy (AMS) was adopted by Executive Committee on 4 December 2018.

[Agenda for Executive on Tuesday, 4th December, 2018, 10.00 am - Teignbridge District Council](#) Item 283.

1.2 After five years this document is now due for review to reflect the Council's current position.

1.3 The Council's Modern 25 Programme was initiated in September 2022. The Programme objective is to modernise the way we work and deliver a new operating model for the council delivering £2.6m of phased revenue savings by April 2026.

1.3 Fundamental to meeting this target and achieving the Council's medium to longer term financial and corporate goals and objectives is a review of how we

utilise our land and buildings (Assets). This project falls within the Strategic Portfolio Workstream of the Modern 25 Programme.

1.4 This Strategic Portfolio Workstream has a target of £1.84m of savings – 70% of the overall programme.

1.5 The Asset element has a combined target of £1.22m of savings – 66% of the workstream target.

1.6 Each proposed saving forms an essential part of the programme and difficult decisions will need to be made to achieve the savings target. For example, Public WCs and Green Spaces have been identified as key opportunities to make savings and if these are not progressed then acceptable alternative solutions will need to be identified.

1.7 The purpose of a new Strategic Asset Plan (SAP) is to ensure our approach to assets supports the Council Strategy, other core policy documents and the Medium Term Financial Plan (MTFP).

1.8 The SAP seeks to ensure that the property portfolio is sustainably and efficiently managed, adapted if necessary and remains fit-for-purpose for the future in support of frontline service delivery.

1.9 There needs to be a clear relationship between the SAP and the Council Strategy, supporting how our assets and the transformation of the way in which we, together with partners, deliver public services to meet the needs of our District and residents.

1.10 The production of the Strategic Asset Plan project will run concurrently with the Council Strategy review.

## **2 STRATEGIC ASSET PLAN**

### **2.1 Overview**

2.1.1 The council's Strategic Asset Plan (SAP) will set the strategic framework within which the corporate real estate portfolio is to be managed and will be formed of three key components:

- Policy – Context, Core Principles, Vision and Approach (five years)
- Strategy – Governance, Risk, Challenge and Performance (three years)
- Plan – Strategic, Operational and Service Action Plans (one year)

2.1.2 The SAP is intended to guide future decisions concerning the compliance, maintenance, use, refurbishment, redevelopment, acquisition and disposal of property assets to meet the strategic, operational and financial needs of the council.

2.1.3 Fundamental to this is agreeing a set of principles reflective of the Councils strategy, which will inform the behaviour and approach we take in managing our assets.

## 2.2 Asset Management Policy

2.2.1 The Asset Management Policy identifies objectives and priorities within the Council Strategy to which asset management can make a positive contribution.

2.2.2 It is critical to recognise and understand the relationships and tensions between key strategies, policies and plans to align and manage strategic ambitions, financial requirements, and effective asset management.

2.2.3 The policy document firstly provides a brief overview of the key issues and challenges faced by Teignbridge as a district which impact asset management.

2.2.4 Secondly it sets out the organisational context and the priorities outlined in the Medium-Term Financial Plan, key strategies and policies.

2.2.5 These parameters inform the definition of our vision and the overriding objectives and principles which determine our approach to assets.

- Vision
- Strategic Objectives
- Core Principles
- Sub-Portfolio Approach

## 3 MILESTONES AND KEY DELIVERABLES:

### 1. ASSET MANAGEMENT PRINCIPLES & POLICY

PRESENTATION TO EXECUTIVE	29 NOVEMBER 2023
EXECUTIVE COMMITTEE	13 FEBRUARY 2024

### 2. ASSET MANAGEMENT STRATEGY & PLAN

PORTFOLIO HOLDER BRIEFING	18 MARCH 2024
EXECUTIVE COMMITTEE	2 APRIL 2024
TOWN & PARISH COUNCIL CONSULTATIONS	MAY 2024 ONWARDS

## Appendix 1 – Policy Document

## **Appendix 2 – Equalities Impact Assessment (EIA)**