

7. Audit Review – Asset Management Update Report

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Purpose of the Report

The South West Audit Partnership (SWAP) reported their findings of the review of Asset Management in September 2009. This report offered a partial assurance. At its meeting on 25th March 2010, this Committee requested an update on the latest position on the agreed action plan for Asset Management (attached at pages 16-25).

Recommendation

That members note the report and the latest position on the agreed action plan for Asset Management.

Background

The Asset Management Plan is maintained in respect of the Council's land and property portfolio. The plan details the approach to asset management and sets out policies, aims and initiatives of the Council in relation to its assets together with an action plan to be monitored by the Strategic Asset Management Group and reported annually to the District Executive. The Asset Management Team work together with various other teams, to develop a property strategy aimed at optimising the utilisation of the Council's property assets and ensuring departments and tenants are located in the right area.

Progress Update on Action Plan

The findings of the Asset Management Audit in September 2009 identified four risks that could impact on the objectives of Asset Management. These were:-

- Records of assets owned are inadequately maintained
- All commercial rents and leases are not identified and rents collected
- Allotments – income not received and fully maintained
- Allotments – serious injury or death occurs

For the most part all recommendations have been implemented. The recommendations outstanding are highlighted beneath with the reasons why they remain outstanding.

Documented procedures and clarity over responsibilities (Action Plan 1.1b)

There are 3 policies waiting to be finalised. Once all policies have been confirmed, the draft procedures will be completed.

Inspections of property inadequate (Action Plan 2.4a)

There has been a redesign of the inspection form to encapsulate additional information. Each commercial property will be re-inspected and then annually or when notice on the commercial property has been given.

Lack of formal Agreement with Furnicare (Action Plan 2.1b)

Both parties are complying with the draft conditions and rents are being collected. As this is the case, there is little incentive for Furnicare to sign the formal agreement.

Financial Implications

There are no financial implications in accepting this report and the associated recommendations.

Background Papers: *None.*