

# TRANSPORT, INFRASTRUCTURE & STRATEGIC HOUSING SCRUTINY PANEL

<b>DATE</b>	3 March 2026
<b>REPORT OF</b>	Carolina Borgstrom – Director of Economy, Environment and Infrastructure
<b>SUBJECT</b>	Land and Property Strategic Asset Management Plan - Update
<b>STATUS</b>	Open

## CONTRIBUTION TO OUR AIMS

Effective management of our land and property assets is one section within the theme of 'An Engaging and Effective Council' agreed in the recently adopted Council Plan for 2025-28.

## EXECUTIVE SUMMARY

On 11 June 2025 – Ref: DN.101 - [12.-Decision-Notice-Cabinet-11th-June-2025.pdf](#)  
Cabinet resolved the following:

1. That the adoption of the Strategic Asset Management Plan covering the period 2025 to 2028 be approved.
2. That the Assistant Director of Policy and Resources in consultation with the Portfolio Holder for Finance, Resources and Assets be delegated authority to oversee the development and implementation of an action plan to deliver the strategic asset management objectives set out in the plan.

The new Land and Property Strategic Asset Management Plan (SAMP hereafter) supersedes the previous Corporate Asset Management Plan 2018 to 2021; and sets out a refreshed strategic direction for the Council's management of its c.833 assets with a net book value of £189.6m. Since approval, positive progress has been made across all six Asset Management Policy Aims, with delivery primarily being driven through the Strategic Asset Review, the Asset Management Action Plan, and associated governance arrangements.

An early draft of the strategy was presented to Scrutiny on 14<sup>th</sup> January 2025, and the feedback provided helped shape the final SAMP.

This report provides scrutiny with an update on progress made during the first six months since the SAMP was formally adopted by the Council last June.

## MATTERS FOR CONSIDERATION

It is advised that the scrutiny panel:

1. Note the progress made in delivering the SAMP since its approval on 11 June 2025.
2. Endorse the continuation of the Strategic Asset Review and associated workstreams.

### 1. BACKGROUND AND ISSUES

- 1.1 The SAMP replaced the previous Corporate Asset Management Plan, which covered the period from 2018 to 2021. Although there is no legal requirement for the Council to have an asset management plan, it is good practice to do so.
- 1.2 The approved SAMP covers the period from 2025 to 2028 and adopts an asset management framework which is based on industry recognised best practice, comprising an Asset Management Policy and Asset Management Strategy, underpinned by an Operational Action Plan. A copy of the approved SAMP and action plan is appended to this report – Appendix 1 & 2.
- 1.3 The updated SAMP is aligned with the Council Plan 2025-2028 and sets out six distinct asset management policy aims, with each being accompanied by high-level outcomes and actions to achieve them. The six policy aims; outcomes and actions are mapped to the priorities in the Council Plan and are presented in a summary table on pages 14 & 15 in the SAMP.
- 1.4 A Strategic Asset Review Group has been formed to support delivery. This group is made up of a multi-disciplinary team, guided by clear terms of reference focused on implementing the asset management action plan. The following provides a headline update of progress for each of the six asset management policy aims for the period June 2025 to February 2026.
- 1.5 **Asset Management Policy Aim 1 - An efficient, fit for purpose estate where assets are used innovatively to support cost effective service delivery and aligned with the priorities in the Council Plan.**
- 1.6 One of the key actions to deliver this policy aim is to undertake a strategic review of the corporate operational and non-operational estate. The 2025/26 Budget and MTFP (2025/26 to 2027/28), approved by Cabinet on 12th February 2025, includes a priority to review the corporate operational and non-operational estate. The primary objectives of the strategic asset review are:
  - Assess the current state of the assets within the scope of the review.
  - Identify underperforming or non-essential assets.

- Evaluate the alignment of assets with strategic goals and service requirements.
- Recommend strategies for asset optimisation.
- Provide a roadmap for implementing the recommendations of the review.

1.7 Following establishment of the Strategic Asset Review Group, over the past six months good progress has been made with the strategic review of both operational and non-operational estates.

#### 1.8 Operational Estate

The operational estate comprises all property and land assets that are used to support the delivery of Council services. A programme of suitability and sufficiency surveys has now been rolled out across all properties within the operational estate. Suitability surveys assess fitness for purpose, focusing on how well an asset supports the services delivered from it and examines the functionality of spaces, accessibility/DDA compliance, condition etc. Sufficiency surveys on the other hand focus on whether there is adequate provision to meet current and future operational requirements. A copy of the newly introduced suitability and sufficiency modelling template is appended to this report – Appendix 3. The Council's Estates & Asset Strategy Team are actively working with services to complete the data collation, by the end of the current financial year.

#### 1.9 Non-operational Estate

The non-operational estate comprises all miscellaneous land and property assets that are not currently used for operational service delivery. The strategic review of the non-operational estate is focused on assessing the rationale for ownership, asset performance and strategic alignment, drawing upon best practice principles endorsed by the Chartered Institute of Public Finance and Accountancy (CIPFA) for asset challenge. This systematic process to asset challenge includes identifying surplus or underperforming assets, considering opportunities for disposal, redevelopment, or alternative use, and ensuring recommendations are rooted in best practice for strategic asset management. Outcomes of the review are intended to support value for money, maximise returns, and align estate decisions with corporate objectives. 219 assets are currently in scope for this review. A copy of the review matrix for the non-operational estate is appended to this report – Appendix 4.

#### 1.10 **Asset Management Policy Aim 2 – Supporting regeneration, housing and economic growth while protecting cultural and heritage assets.**

1.11 The Estates & Asset Strategy Team continues to lead the disposal programme, generating capital receipts by selling surplus land and buildings to help fund the capital programme and promote regeneration through the development of unused land and buildings. So far, this financial year, sales of surplus assets have raised £4.695 million. Through the strategic review process of the non-operational portfolio mentioned above, further disposal

and regeneration opportunities may emerge.

**1.12 Asset Management Policy Aim 3 – Maximising income and overall value from the existing commercial estate and non-operational activities.**

1.13 For this policy aim we are continuing to actively manage the commercial and non-operational estate to maximise income and reduce costs. Primarily, the focus is on reducing void properties and vacant sites, progressing rent reviews and lease renewals on time, and ensuring tenants meet their lease obligations. We are also in the process of developing a MEES (Minimum Energy Efficiency Standards) Strategy, founded on identifying the estimated level of capital investment required, to ensure the investment portfolio will comply with the forthcoming change in regulations. The Team are also identifying under-performing assets for either investment or disposal opportunities, while exploring opportunities to grow the portfolio and wherever this can potentially generate a positive return and support local business growth.

**1.14 Asset Management Policy Aim 4 - Surplus and underutilised land and property assets released made available for community groups to use.**

1.15 For Asset Management Policy Aim 4, we are continuing to support communities by identifying surplus or under-utilised assets that can be released for community use.

1.16 We are maintaining a pipeline of potential community asset transfer opportunities which is published on the Councils website, and where suitable, making space available on a temporary or flexible basis. We're also ensuring the Community Asset Transfer Approach is applied consistently so that voluntary and community groups can deliver local benefits where a strong case exists.

**1.17 Asset Management Policy Aim 5 – Reducing our carbon footprint and supporting biodiversity.**

1.18 Over the last six months, we've continued to align our asset management activity with the Council's Net Zero Carbon Roadmap. Work has progressed on improving energy monitoring across the estate, including further development of building-level energy dashboards and reviewing the data we capture for carbon reporting. In parallel, we've begun reviewing the commercial estate in preparation for a Minimum Energy Efficiency Standards (MEES) strategy to ensure future compliance.

**1.19 Asset Management Policy Aim 6 – Maximising opportunities available with key stakeholders and partners through the One Public Estate – OPE.**

1.20 Over the last six months there have not been any meetings of the Greater

Lincolnshire OPE Board. We have however maintained our role in the local Strategic Estates Forum which is chaired by the Council's Head of Estates & Asset Strategy and leads on working with public sector partners to optimise the use of public-sector land and buildings and identify sites suitable for release, redevelopment or alternative uses. This local public sector forum focuses on progressing discussions that could generate efficiencies, release land for regeneration and improve integrated service delivery.

## **2. RISKS, OPPORTUNITIES AND EQUALITY ISSUES**

The ongoing implementation of the approved SAMP will provide the Council with an agreed organisation-wide basis to our approach to the management of our property and land assets and reduces the risk of property-related decisions made by individual service areas that are not focussed on wider benefits across the whole Council.

## **3. REPUTATION AND COMMUNICATIONS CONSIDERATIONS**

The previously approved adoption of the SAMP by Cabinet on 11<sup>th</sup> June 2025 has a positive reputational impact, as it signifies our intent and approach to ensuring the most effective management of our property and land portfolio in line with industry recognised best practice.

## **4. FINANCIAL CONSIDERATIONS**

There are no direct financial considerations relating to the ongoing adoption of the SAMP. Effective management of the property and land estate is an enabler to delivering financial efficiencies through maximising the commercial estate, efficiencies in the operational estate, and disposal of assets deemed to be surplus to requirements.

## **5. CHILDREN AND YOUNG PEOPLE IMPLICATIONS**

The Council Plan is focussed on aspiration, innovation and ambition that will create better opportunities and outcomes for our children and young people to thrive and achieve their potential within North East Lincolnshire. The approved SAMP supports the use of Council property for the delivery of services to children and young people and ensures this property portfolio is effectively managed.

## **6. CLIMATE CHANGE, NATURE RECOVERY AND ENVIRONMENTAL IMPLICATIONS**

The Council has stated its' ambition to achieve net zero by 2030. Effective management of our property and land assets is a key contributor to this ambition in terms of optimising a sufficient retained estate, bringing the workforce closer together and thereby reducing journeys between buildings, and taking opportunities to reduce energy consumption or seek green alternatives.

## **7. PUBLIC HEALTH, HEALTH INEQUALITIES AND MARMOT IMPLICATIONS**

No negative public health or health inequality impacts have been identified at this stage. Where property and land assets are released, repurposed or invested in, decisions will continue to consider impacts on local communities to ensure changes do not inadvertently widen inequalities. Engagement with Public Health will continue as required, and Equality Impact Assessments will be completed where appropriate.

## **8. CONSULTATION WITH SCRUTINY**

An early draft of the strategy was presented to Scrutiny on 14th January 2025, and the feedback provided helped shape the final SAMP.

## **9. MONITORING COMMENTS**

In the opinion of the author, this report does not contain recommended changes to policy or resources (people, finance or physical assets). As a result no monitoring comments have been sought from the Council's Monitoring Officer (Chief Legal Officer), Section 151 Officer (Director of Finance) or Strategic Workforce Lead.

## **10. WARD IMPLICATIONS**

The property and land portfolio extends across all Wards within North East Lincolnshire.

## **11. BACKGROUND PAPERS**

Appendix 1 : Strategic Asset Management Plan 2025 to 2028

Appendix 2 : Strategic Asset Management Plan Action Plan

Appendix 3 : Suitability and Sufficiency matrix.

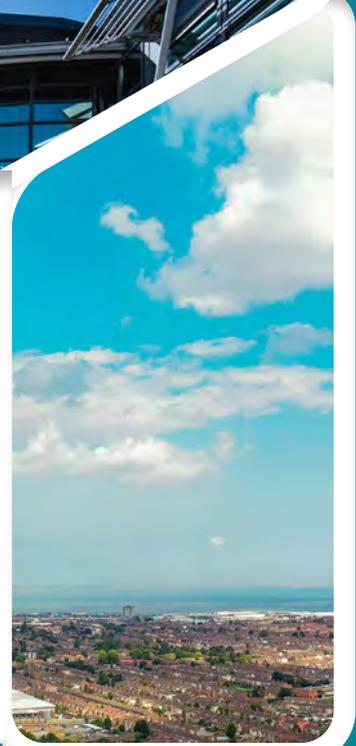
Appendix 4 : Non-operational portfolio review matrix.

## **12. CONTACT OFFICER**

Chris Fairbrother – Head of Estates & Asset Strategy. Tel: 01472 325957.

E-mail: [Chris.Fairbrother@nelincs.gov.uk](mailto:Chris.Fairbrother@nelincs.gov.uk)

**Carolina Borgstrom**  
**Director of Economy, Environment and Infrastructure**



North East Lincolnshire Council

# Land & Property Strategic Asset Management Plan

2025 - 2028

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## Introduction

The Council has developed a new Council Plan for 2025 to 2028, which sets out the aims of the Authority as it supports the continued regeneration of the borough and the growth of its people.

At the heart of the plan is an ambition for a stronger economy and stronger communities underpinned by an engaging and effective council. The Council owns significant land and property assets across North East Lincolnshire, which is one of the key enablers towards realising that ambition.



The purpose of this Strategic Asset Management Plan is to ensure that the Council's land and property assets, are fit for purpose, provide value for money and pro-actively contribute to the delivery of the Council Plan.

## Strategic Context

### How the Strategic Asset Management Plan Contributes to the Council Plan and Strategies

The Strategic Asset Management Plan is designed to align with and support the Council Plan and other key strategies. It sets the headline strategic direction and outlines how the asset management objectives will be achieved. The strategy identifies high-level outcomes and actions that are mapped against the priorities in the Council Plan.

The strategy contributes to the Council Plan by:

- **Supporting Regeneration and Economic Growth:** By providing sites and developments that support inclusive economic growth, housing growth, employment growth, and infrastructure development.
- **Maximising Income and Value:** Through active management and investment, the strategy aims to maximise revenue income from the commercial property portfolio and non-operational land and property.
- **Supporting Communities:** By making suitable surplus property assets available for community use, the strategy empowers local communities to deliver their own solutions to meet local needs.
- **Reducing Carbon Footprint:** The strategy aligns with the Council's Net Zero Carbon Roadmap, supporting actions to cut carbon emissions and promote sustainability.
- **Collaborating with Partners:** The strategy maximises opportunities available through the One Public Estate initiative, working with key stakeholders and partners to support new models of service delivery.

By integrating these elements, the Asset Management Strategy ensures that the Council's land and property assets contribute effectively to the broader goals of the Council Plan and other strategic initiatives.



## Key Strategies



Council Plan

[North East Lincolnshire Council Plan \(nelincs.gov.uk\)](https://nelincs.gov.uk)

[Tourism and Visitor Economy Scrutiny Panel – Special | Democracy \(nelincs.gov.uk\)](https://nelincs.gov.uk)

Cleethorpes Masterplan

[3.1 Cleethorpes Masterplan 1 of 5](#)

[3.2 Cleethorpes Masterplan 2 of 5](#)

[3.3 Cleethorpes Masterplan 3 of 5](#)

[3.4 Cleethorpes Masterplan 4 of 5](#)

[3.5 Cleethorpes Masterplan 5 of 5](#)

Empty Property Strategy  
2020 – 2023

[Empty Property Strategy \(nelincs.gov.uk\)](https://nelincs.gov.uk)

Financial Strategy

[Finance Strategy FINAL DRAFT \(nelincs.gov.uk\)](https://nelincs.gov.uk) and

[Budget Summary 2022 23 \(nelincs.gov.uk\)](https://nelincs.gov.uk)

Net Zero Carbon  
Roadmap

[Carbon Roadmap \(nelincs.gov.uk\)](https://nelincs.gov.uk)

Economic Strategy

[NEL Economic Strategy 2021](https://nelincs.gov.uk)



Grimsby Masterplan	<a href="#"><u>Grimsby Masterplan Report</u></a>
Green Space Strategy	<a href="#"><u>Green Space Strategy (nelincs.gov.uk)</u></a>
Local Plan	<a href="#"><u>2018 - New Local Plan 2013 to 2032</u></a>
Natural Assets Plan	<a href="#"><u>Natural Assets Plan</u></a>
Playing Pitch Strategy	<a href="#"><u>North East Lincolnshire Council Playing Pitch Strategy (nelincs.gov.uk)</u></a>
Property Policy	<a href="#"><u>Property policy 2020 (nelincs.gov.uk)</u></a>
Skills Strategy and Action Plan	<a href="#"><u>Skills Strategy and Action Plan 2023</u></a>
Sport & Physical Activity Strategy 2023-2028	<a href="#"><u>North East Lincolnshire Sport &amp; Physical Activity Strategy 2023</u></a>
Use of Council Owned Land and Open Spaces Policy	<a href="#"><u>Use of council land and open spaces policy May20 (nelincs.gov.uk)</u></a>
Strategic Plan for Wellbeing	<a href="#"><u>Health and Wellbeing Strategic Framework 2020 Draft</u></a>

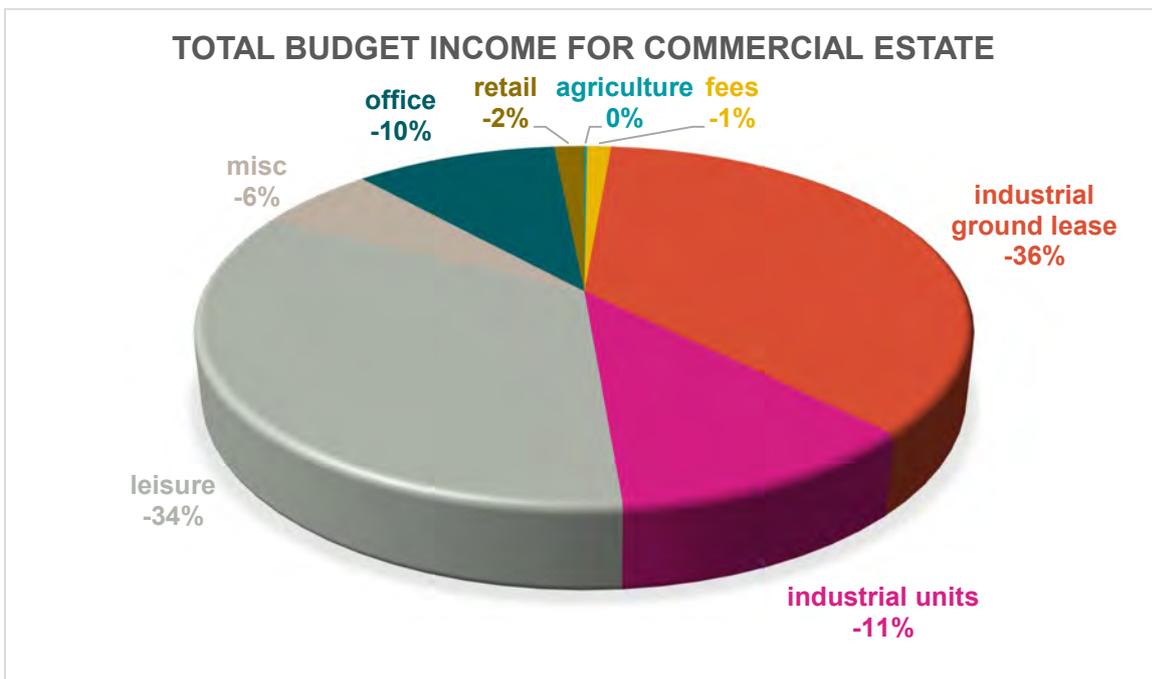
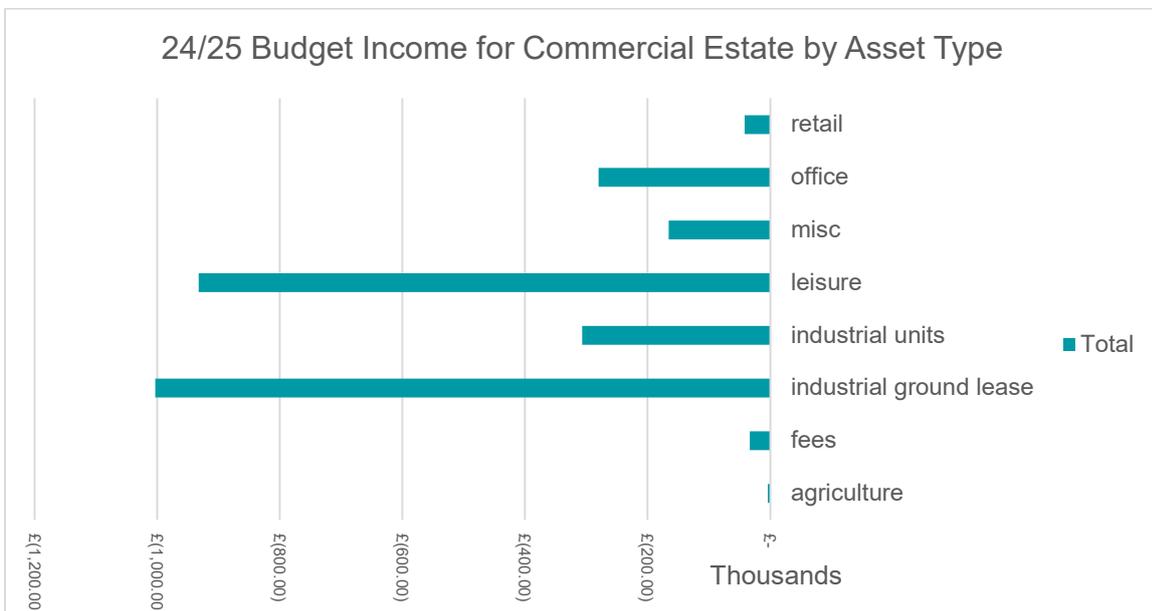


## Overview of the Land & Property Estate

Asset Value	£189,624,592.26
Total Running Costs*	£2,747,216.25
Revenue Income*	£3,457,700.00
Total Backlog Maintenance*	£21,878,000.00
Footprint (hectares)	1,989.22

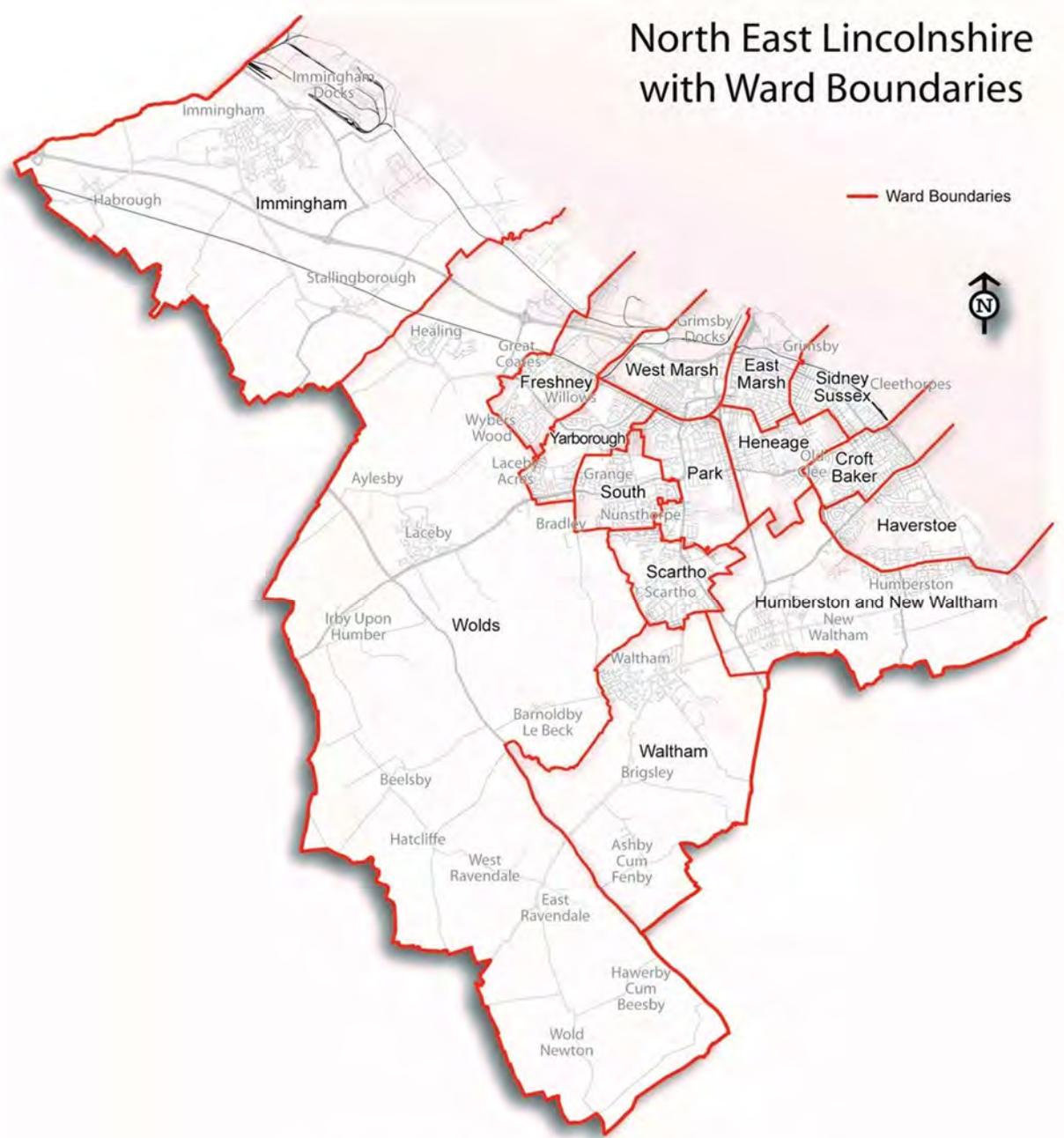


\*Total Running costs excluding Planned, Preventative Maintenance and Reactive Maintenance as these costs are currently held within the Regeneration Partnership Contract. Figures based on 2024/25 budget.

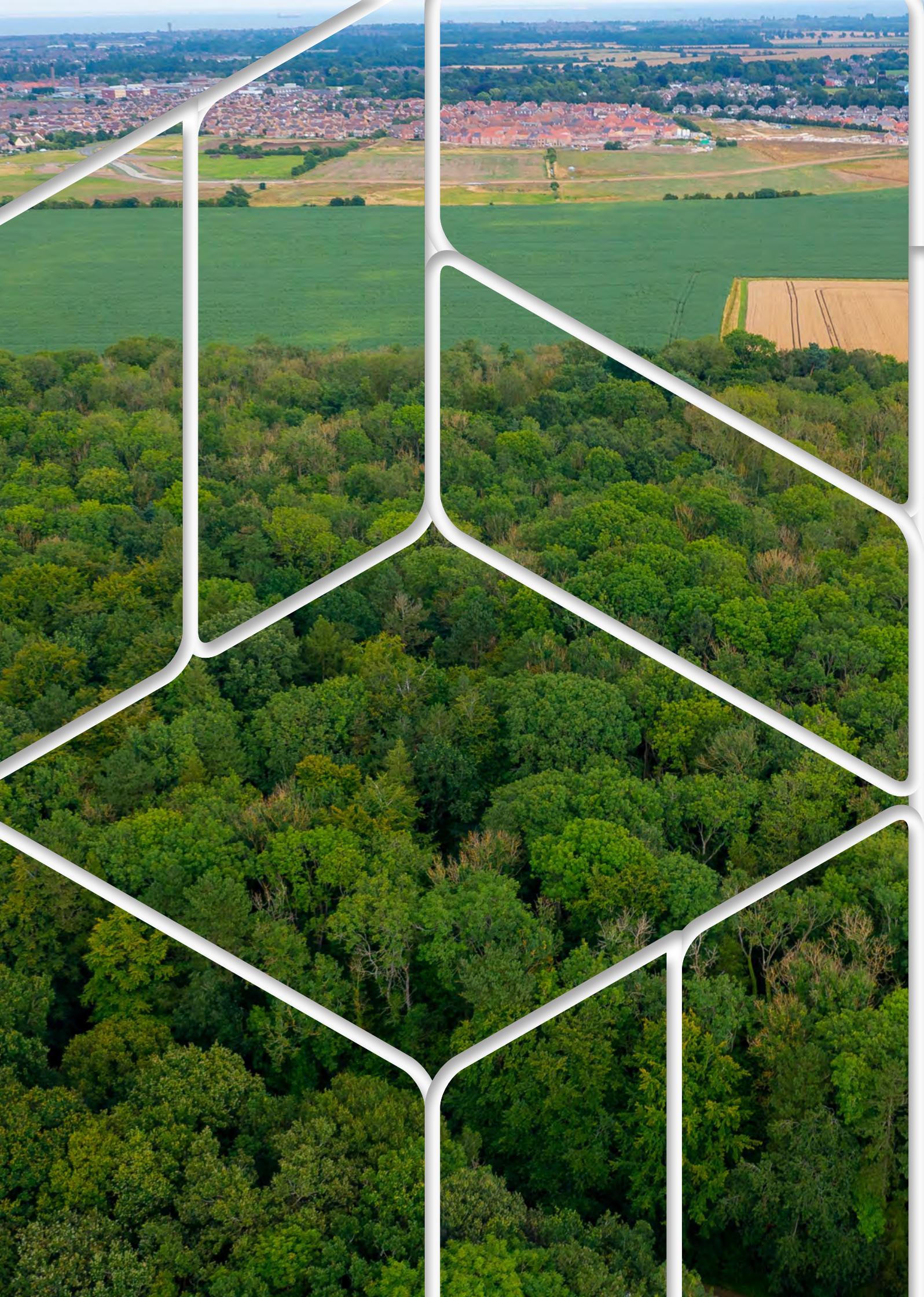




## Summary of current portfolio



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## Our Assets by type

### Operational Property Assets (Administrative, Civic, Libraries, Community and Educational)





### Transitional Property Assets (Regeneration, Economic Development, Community)



Land Assembly

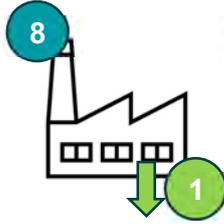


Silo

### Investment Properties Assets (Commercial Portfolio)



Agricultural Lease



Business and Enterprise Centres



Commercial and Miscellaneous Ground Leases



Commercial and Miscellaneous Leases



Commercial Service Area



Concessions



Industrial Ground Leases



Factory Units



Residential Ground Leases



Residential Leases



## Vision

*A modern, fit for purpose, North East Lincolnshire public estate, where all land and property assets are effectively managed, enabling the provision of high-quality services, provides value for money and supports delivery of the Council's priorities and outcomes.*

## Asset Management Framework

In line with best practice, the Council has adopted a new Asset Management Framework comprising three elements - the asset management policy, the asset management strategy and working action plan.



The **asset management policy** – sets clear policy objectives and establishes the core asset management principles by which we will manage our land.

The **asset management strategy** - sets the high-level outcomes for each of the policy objectives and the strategy for achieving them.

The **asset management action plan** – sets out the detailed operational actions that will be undertaken to deliver the strategy.

The benefit of adopting such a structure is that many areas relating to our approach to asset management are likely to remain consistent for several years such as the Asset Management Policy. Whilst the Asset Management Strategy is unlikely to change frequently, it will probably have a shorter lifespan than the policy and objectives.

Underpinning the policy and strategy is a working action plan. This is a living document and will be used, continuously reviewed and adapted to manage our asset management workstreams on a regular basis.



## Asset Management Policy

We have identified clear policy objectives, that collectively demonstrate the Council's commitment to strategic property asset management and have been designed to support delivery of the Council's priorities in the Council Plan.

<b>Asset Management Objective 1:</b>	<b>An efficient, fit for purpose estate where assets are used innovatively to support cost effective service delivery and aligned with the priorities in the Council Plan.</b>
<b>Asset Management Objective 2:</b>	<b>Supporting regeneration, housing, new infrastructure and economic growth whilst protecting cultural and heritage assets.</b>
<b>Asset Management Objective 3:</b>	<b>Maximising income and overall value from the existing commercial estate and non-operational activities</b>
<b>Asset Management Objective 4:</b>	<b>Supporting our communities</b>
<b>Asset Management Objective 5:</b>	<b>Reducing our carbon footprint and supporting biodiversity.</b>
<b>Asset Management Objective 6:</b>	<b>Maximising opportunities available with key stakeholders and partners through the One Public Estate – OPE.</b>

## Asset Management Principles

The Asset Management Objectives are supported by the following asset management policy principles, which form the foundation of our organisational approach to asset management. These principles are not listed in any specific order of priority, and it is acknowledged that there may be instances where certain elements might seem to be competing. The primary challenge lies in ensuring an appropriate balance is maintained and that decisions regarding land and buildings are governed by robust and transparent processes.

- **Recognise Property as a Corporate Resource:** we will embed a culture that recognises property assets are a key corporate resource, where decisions are made in the context of a whole Council approach, towards achieving delivery of the Council's corporate priorities.



- **Growing the Economy:** Land and buildings will be used pro-actively to attract new businesses and investment in North East Lincolnshire to facilitate local economic growth. Similarly, wherever possible, land and buildings will be used to support existing local businesses, helping to provide them with the right premises in the right location to facilitate expansion and growth.
- **Optimise Utilisation:** Assets will be utilised to maximum potential.
- **Fit for Purpose:** The North East Lincolnshire estate will be fit for purpose, where land and buildings are used innovatively and efficiently, to maximise value for money.
- **Focus on planned maintenance and prevention:** Routine and planned maintenance programmes will ensure land and buildings will be safe for all those who use them and statutory obligations are fulfilled.
- **Maximise Revenue Generation Opportunities:** Where there are land and buildings which generate rental income from tenants, the Council will ensure that the income is the best that could be reasonably achieved and will be constantly looking for new income generating opportunities.
- **Knowing how our assets perform:** continuous performance monitoring will determine the impact of the asset in supporting the council plan and that the asset complies with relative industry standards.
- **Challenging the need to keep assets:** The Council will continually review the asset portfolio to ensure it remains value for money. This may result in the repurpose, transformation, or disposal of the asset(s).
- **Disposal of assets we no longer need:** Assets will be considered for disposal or surplus to requirements where evidence suggests the asset no longer makes a positive contribution to the delivery of the council plan.
- **Acquiring assets if we need them:** Assets will only be purchased when all other options have been considered, or the acquisition of the asset contributes to the council plan.
- **Maintain and invest in needed assets:** The Council will use its assets to enhance the attractiveness of North Lincolnshire for residents and visitors, which in turn will increase tourism income into the area and support local businesses
- **Reduce our carbon footprint:** Council assets will be reviewed and procured with attention to energy efficiency. This will assist with reducing the carbon footprint of the asset base and reduce overall running costs.
- **Work collaboratively with partners towards one public estate:** This is a Central Government initiative, designed to facilitate and enable local authorities to share and collaborate across public assets.



## **Asset Management Strategy**

The Asset Management Strategy identifies the high-level outcomes for each of the policy objectives and the strategy for achieving them. The outcomes and actions have been mapped against the priorities in the Council Plan, and this is shown in the Strategic Asset Management Plan Summary Table shown across the next pages.



## Strategic Asset Management Plan - Summary

Council Plan Priority	Asset Management Aims	Expected Outcomes	Actions
 <p><b>Engaging and Effective Council</b></p>	<p><b>Asset Management Aim 1</b></p>	<p><b>An efficient, fit for purpose estate where assets are used innovatively to support cost effective service delivery and aligned with the priorities in the Council Plan.</b></p>	<ul style="list-style-type: none"> <li>Enabling delivery of the Medium-Term Financial Plan (MTFP), Capital Strategy, the Council Plan, Service &amp; Transformation plans</li> <li>Robust asset management governance enabling effective and evidence led decision making on the best use of property assets.</li> <li>A rationalised efficient land and property estate provided at lowest possible cost</li> <li>An effective estate suitable for modern ways of working</li> <li>A compliant, safe and resilient estate.</li> </ul>
 <p><b>Stronger Economy</b></p>	<p><b>Asset Management Aim 2</b></p>	<p><b>Supporting regeneration, housing and economic growth whilst protecting cultural and heritage assets.</b></p>	<ul style="list-style-type: none"> <li>Provision of sites &amp; developments that support the delivery of inclusive, economic growth, housing growth, employment growth, regeneration &amp; infrastructure.</li> <li>Preservation of council owned cultural and heritage assets to enhance the historic value of our locality, making it a more attractive place to live, work and visit.</li> </ul>
 <p><b>Stronger Economy</b></p>	<p><b>Asset Management Aim 3</b></p>	<p><b>Maximising income and overall value from the commercial estate and non-operational land and buildings.</b></p>	<ul style="list-style-type: none"> <li>Maximise commercial rental income to support the Council's revenue position</li> <li>A commercial estate that supports local businesses</li> <li>A balanced resilient income producing portfolio with an acceptable risk profile.</li> </ul>

## Strategic Asset Management Plan – Summary cont'd...

 <p><b>Stronger Communities</b></p>	<p><b>Asset Management Aim 4</b></p>	<p><b>Supporting our communities</b></p>	<ul style="list-style-type: none"> <li>• Surplus and underutilised land and property assets released made available for community groups to use.</li> <li>• Supporting community and voluntary organisations to acquire Council owned property</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to maintain &amp; review the list of pipeline assets identified for potential use by community and voluntary organisations.</li> <li>• Continue to support opportunities for Community Asset Transfers in accordance with the Council's Community Asset Transfer Policy.</li> </ul>
 <p><b>Greener Future</b></p>	<p><b>Asset Management Aim 5</b></p>	<p><b>Reducing our carbon footprint and supporting biodiversity</b></p>	<ul style="list-style-type: none"> <li>• Support delivery of the Council's Net Zero Carbon Roadmap towards achieving cutting the organisations carbon emissions to net zero by 2030.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure the asset management strategy is aligned with the Council's Net Zero Carbon Roadmap</li> <li>• Development of energy dashboards for each building</li> <li>• Identify opportunities following the development of a heat decarbonisation plan.</li> <li>• Complete the rationalisation of the central works depot</li> <li>• Undertake a review of the commercial estate to develop and implement a MEES Strategy.</li> </ul>
 <p><b>Engaging and Effective Council</b></p>	<p><b>Asset Management Aim 6</b></p>	<p><b>Maximising opportunities available with key stakeholders and partners (OPE)</b></p>	<ul style="list-style-type: none"> <li>• Enabling strategic planning &amp; achieving economies of scale.</li> <li>• Support innovative new models of joint working, delivering more integrated, customer focused services</li> <li>• Generating efficiencies, through capital receipts and reduced running costs</li> <li>• Funding opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Engage with partners to explore co-location opportunities.</li> <li>• Promote collaborative working where it can provide benefit for service delivery, whilst securing efficiencies and value for money.</li> <li>• Continue to be actively involved with the OPE Board and the Strategic Estates Forum.</li> </ul>

### **Asset Management Policy Aim 1**

**An efficient, fit for purpose estate where assets are used innovatively to support cost effective service delivery and aligned with the priorities in the Council Plan.**

#### **Expected Outcomes:**

**Enabling delivery of the Medium-Term Financial Plan (MTFP), the Capital Strategy, the Council Plan, Service plans, improvement and transformation plans.**

The Councils land and property assets form a key element of the Councils medium-term financial plan; from the role that is played in providing operational buildings from which our services are run, to the significant amount of commercial income that is raised from our portfolio which supports services provision across the council. Capital receipts realised from the disposal of surplus assets make a significant contribution to the MTFP.

Effective asset management will help achieve best value for money from land and property assets, allowing for savings, growth, and Borough regeneration. This Strategy will align with other Strategies and Plans to ensure unified and consistent actions for optimal solutions.

**Robust strategic asset management governance enabling effective and evidence led decision making on the best use of property assets.**

Property assets represent a significant corporate resource, requiring effective strategic asset management governance where evidence-led decisions are made in the context of a whole Council approach, towards supporting service delivery and achievement of the Council's corporate priorities.

Implementing a single accommodation strategy process to identify the requirements of each service area will allow future plans for investment and rationalisation of the portfolio to be formulated in a structured manner. Embedding positive relationships between Estates & Asset Strategy and the respective Services across the Council, will support service delivery and ensure that property requirements are best met, wherever possible, through available resources.

**A rationalised efficient land and property estate provided at lowest possible cost.**

Rationalising our land and building assets and improving the management of those that remain will lead to:

- Reduced running costs and optimised utilisation
- Improved quality and suitability of those that remain
- Reduced maintenance backlog
- Generation of capital receipts
- Increased revenue generation from the commercial estate
- Reduction in the cost of failure arising from non-compliance
- The transition from reactive to planned maintenance and whole life maintenance
- Improved service environment for employees and service users
- A more sustainable estate with a reduced carbon footprint
- Ultimately no inefficient assets



### **An effective estate suitable for modern ways of working.**

The continual review of the operational portfolio and introduction of consistent hybrid working practices will create a modern working environment and provide a portfolio which reflects North East Lincolnshire Council's position as a modern, efficient organisation.

### **A compliant, safe and resilient estate.**

It is vital to ensure the land and property estate owned and occupied by the Council is safe, compliant and able to withstand external pressures. Our land and building will be safe and not pose a risk of harm to those that use, occupy or visit them, and we will meet all our statutory obligations

### **Actions to Deliver Policy Objective 1 Outcomes:**

We will:

#### **Undertake a strategic review of the corporate operational and non-operational estate.**

The 2025/26 Budget and MTFP (2025/26 to 2027/28), approved by Cabinet on 12th February 2025, includes a priority to review the corporate operational and non-operational estate.

The primary objectives of the strategic asset review are:

- Assess the current state of the assets within the scope of the review.
- Identify underperforming or non-essential assets.
- Evaluate the alignment of assets with strategic goals and service requirements.
- Recommend strategies for asset optimisation
- Provide a roadmap for implementing the recommendations of the review.

The strategic asset review will establish the purpose for holding each asset, identify opportunities and risks associated with them and analyse the performance of each asset. Combining the analysis of this data with consultation with internal and external stakeholders of the asset will determine a clear plan for each asset appropriate to its future role in our portfolio.

This will ensure that we are confident that we are maximising the use of the estate; we have a robust plan for future service requirements and a plan for the non-operational land and buildings that may be surplus to requirements.

#### **Delivery of capital receipts to support the MTFP.**

The Council has a targeted disposal programme for the sale of surplus assets to deliver capital receipts to support the MTFP.

As part of the strategic asset review land and property will be appraised and considered for disposal where it is identified as surplus to the requirements if any of the following apply:

- The Asset no longer makes a positive contribution to delivery of council services.
- The revenue and capital demands to maintain far outweigh any income or financial or policy benefits.
- Has no potential for future strategic regeneration and/or redevelopment purposes.
- An alternative site can provide a more cost effective and efficient service.



- No adopted and resourced council plan/policy/ strategy, that could bring the asset into use in foreseeable future.
- No potential advantageous shared use opportunity with partners.

### **Ensure our property information is accurate, current and comprehensive to enable evidence led decision making**

Accurate and up to date property performance information is essential to the proper assessment, review and challenge of the property portfolio to enable evidence-led decision making. Bringing together comprehensive data around usage, condition, sustainability and operational costs will underpin the strategic planning of our estate. This will allow the production of an implementation plan which will schedule all of our properties to identify those which can be released, but also to bring together an investment plan for our retained properties.

We will ensure this is achieved through the following:

- Every building that the Council has an interest in is-recorded on Technology Forge (TF), a cloud-based property information database.
- Energy data for each individual corporate property is recorded and monitored
- All repair, maintenance and statutory compliance works undertaken at a property are logged on the property's TF record.
- Suitability and Sufficiency Surveys – all operational assets will have a suitability and sufficiency survey
- Condition surveys – every building will have a condition survey no more than 5 years old.

### **Corporate Landlord**

An essential cornerstone of effective strategic asset management is the adoption of a corporate landlord model which brings the responsibility and accountability for land and property asset management, including all budgets and decisions, centralised within Corporate Property.

The Council has adopted a Corporate Landlord model where it's land and property assets are managed by the Corporate Property Service acting in the capacity of corporate landlord. The continued use of this model enables a co-ordinated and consistent approach to asset management across the Council's operational portfolio.

### **Develop a single cohesive accommodation strategy to facilitate service delivery.**

The development of a single service accommodation strategy will set out how we will manage and maintain our assets in line with the Council's service priorities. Developing a detailed understanding of our Service departments is critical to designing and managing an asset solution that meets their requirements. This strategic approach fosters collaboration across departments, ensuring we can effectively forecast, prepare, and maintain the property estate in a proactive and sustainable way.



FRESHNEY MARKET

THE LOFT

**Implement a programme of suitability & sufficiency surveys.**

To ensure that our operational assets are fit for purpose, we will implement a programme of suitability and sufficiency surveys. These surveys will assess whether the buildings meet the operational needs and standards required for optimal service delivery. By systematically analysing suitability, we can identify gaps, inefficiencies, and opportunities to enhance the functionality and performance of our properties.

The sufficiency surveys will complement the suitability assessments by determining whether the space provided is adequate to meet current and projected demands. This dual approach will enable us to strategically plan for modifications, expansions, or reallocations of space as necessary, ensuring our estate remains adaptable and responsive to the evolving needs of our services and the community.

**Implement a Planned Preventative Maintenance (PPM) plan across the operational estate.**

We will ensure the Council's buildings are secure, safe to use and fulfil statutory requirements through the implementation of a Planned Preventative Maintenance Plan (PPM) across the estate. Routine and planned maintenance will ensure land and buildings will be safe for all those who use them and statutory obligations are fulfilled.



## **Asset Management Policy Aim 2**

### **Supporting regeneration, housing, new infrastructure and economic growth whilst protecting cultural and heritage assets.**

#### **Expected outcomes:**

To ensure sustained economic and community development in North East Lincolnshire, a strategic approach to the development and management of the Council's assets is essential. By leveraging our assets effectively, we can foster an environment conducive to inclusive growth, housing development, employment opportunities, and infrastructure enhancement.

#### **Provision of sites and developments that support the delivery of inclusive, economic growth, housing growth, employment growth, regeneration and infrastructure.**

The strategic asset review and ongoing property rationalisations will likely identify further surplus land and property, which can be used to support economic growth and regeneration. Sites may be of use in Council or wider Public Sector initiatives, or the decision may be taken to dispose of the site on the open market.

#### **Preservation of cultural and heritage assets.**

The preservation of cultural and heritage assets is paramount in preserving the identity and history of our community. These assets serve as tangible connections to our past, enriching the communal narrative and fostering a sense of community and pride. This commitment to the preservation of councils owned cultural and heritage assets, enhances the aesthetic and historic value of our locality, making it a more attractive place to live, work, and visit.

#### **Actions to Deliver Policy Aim 2 Outcomes:**

##### **Development of Council-owned assets aligned to the Council's strategic priorities**

Where land and property assets are considered viable for development by the Council directly, these will be retained and, following a valid business case and subject to availability of funding, will be developed in accordance with the most appropriate outcomes for that locality. Development appraisals will include an enhancement framework to ensure that those projects that proceed deliver strong contributions towards community wellbeing and community wealth-building. The council may undertake development projects either directly itself, jointly with other developers/partners or by releasing property assets for development by third parties.

##### **Disposal of Council land and property assets for development.**

Where the Council disposes of assets for development, it may seek to work in partnership with the new owner/developer to support the new owner and their supply chain partners to maximise the, regeneration, employment, cultural, heritage economic, environmental and social benefit of any development. The council's level of engagement in individual projects will be determined according to the nature and value of each development project and will be focused on areas of greatest risk and opportunity.

##### **Acquire strategic sites to enable development/highway schemes.**

The Council may acquire land and property and undertake site assembly to strategically enable and facilitate development, regeneration and/or highway/infrastructure projects. Requirements may arise through Service Plans or through project-specific reviews identifying gaps in ownership where intervention by the Council could make a real and demonstrable difference.



**Invest in projects with a financial viability gap when that investment will result in strong positive outcomes aligned with the Council Plan.**

For sites where appraisal identifies financial viability gaps, there may be circumstances where Council may consider investing in schemes to enable them to proceed where these deliver strong positive outcomes in relation to infrastructure, housing, regeneration, enterprise, employment, heritage, culture or business environments and where, without Council intervention, schemes will not proceed.

**Complete the Heritage At Risk Programme.**

Completion of the Heritage At Risk Programme will result in reduced revenue and operating costs and fit for purpose assets removed from the 'at risk' register. As well as satisfying legislation, delivering this work will improve relationships with stakeholders, contribute positively to the Council's reputation, improve the historic environment and contribute to the wellbeing and communities' objectives.



Freney  
Place  
WELLING  
CENTRE

### **Asset Management Policy Aim 3**

#### **Maximising income and overall value from the existing commercial estate and non-operational activities**

##### **Expected Outcomes:**

**To maximise income generated from the Council's Commercial estate to support the Council's revenue position.**

Our investment portfolio will be a particular focus for income growth for the Council. This important component of our estate provides a wide range of economic benefits providing space for small and growing business and is also an important income stream for the Council, which can be further enhanced through targeted investment to reduce voids and rent reductions.

Through active management and investment, the Council will maximise its revenue income from commercial investment and non-operational land and property. The key objectives are:

- Increase and optimise income
- Mitigate holding costs/minimise voids
- Ensuring tenants compliance with the terms of the lease
- Maintain and improve overall property holding and value position
- A balanced resilient income producing portfolio within an acceptable risk profile

##### **Actions to Deliver Policy Aim 3 Outcomes:**

We will:

##### **Proactive management of the commercial estate.**

Proactively managing the commercial estate will deliver better overall returns. We will ensure there is dedicated resource in the Estates team towards the management of our investment portfolio. This will focus on delivering the following outcomes:

- Effective marketing of vacant properties to minimise the length of void periods between tenants
- Timely implementation of lease renewals and rent reviews
- Full cost recovery (service charges, insurance) where leases permit.
- Ensuring outgoing tenants fully comply with their lease obligations around dilapidations will also help to preserve the quality of the estate and therefore future rental income.

##### **A commercial estate that supports local business**

We will manage our business and enterprise centres to enable and support business start-ups and enterprise.

**Seek opportunities to grow income from our existing commercial estate through targeted investment into existing properties**

We will undertake condition surveys to identify the investment required to fulfil ownership and Landlord obligations and the investment needed to maximise value going forward. This will be used to drive investment decisions not only through a Planned Maintenance Programme but also in terms of an ongoing capital improvement programme. Where commercial tenants carry the responsibility for repairs and maintenance under the terms of their lease, the Council will ensure that those properties are inspected regularly and that tenants are complying with the terms of the lease.

### **Explore opportunities to grow the commercial portfolio**

We will explore the opportunity to grow our investment portfolio by utilising surplus operational properties for new lettings.

Opportunities will be explored in order to potentially fund the acquisition of non-operational assets which will produce a positive return, sustain the portfolio in future years, support local businesses and social wealth building.

### **Identifying under-performing commercial assets for either investment or disposal.**

We will review the investment portfolio to identify under-performing commercial assets which are not contributing to the Councils priorities or financial position. We will remain open to the sale of commercial investment properties where there is a strong justification for doing so.

## **Asset Management Policy Aim 4**

### **Supporting our communities**

#### **Expected Outcomes:**

#### **Surplus and underutilised land and property assets released made available for community groups to use.**

The Council recognises that local communities have the greatest understanding of their own needs and priorities for change.

By transferring suitable surplus property assets to community groups, the Council can harness the power of local knowledge and commitment to drive positive change. This process empowers community organisations to develop and implement bespoke solutions that address local needs. The social value delivered through these transfers includes enhanced community cohesion, increased opportunities for local engagement and participation, and the creation of vibrant public spaces that reflect the unique character and aspirations of the community.

Through the Community Asset Transfer policy, the Council is committed to supporting initiatives that generate social value and contribute to the overall well-being of the community.

#### **Actions to Deliver Policy Aim 4 Outcomes:**

#### **Continue to maintain & review the list of pipeline assets identified for potential use by community and voluntary organisations.**

The Council has published a list of potential buildings and land which have been identified as being potentially suitable for transfer to community and voluntary organisations through the community asset transfer process. We will ensure the pipeline of assets is frequently reviewed and updated.

#### **Continue to support opportunities for Community Asset Transfer**

The Council has proven track record of transferring properties to community organisations under its existing Community Asset Transfer policy.

To promote an open, fair, and consistent approach for voluntary and community sector organisations to benefit from asset transfer, we will continue to support opportunities where there is a viable business case through our Community Asset Transfer Policy. If a community group or voluntary organisation presents a business plan for delivering activities from a council-owned asset, the Council will evaluate the request for asset transfer according to the existing CAT policy.

## **Asset Management Policy Aim 5**

### **Reducing our carbon footprint and supporting biodiversity.**

#### **Expected Outcomes:**

**Support delivery of the Council's Net Zero Carbon Roadmap towards achieving cutting the organisations carbon emissions to net zero by 2030.**

The Council Plan reaffirms that the Council is committed to cutting the organisations carbon emissions to net zero by 2030 and support North East Lincolnshire to hit the target of carbon net zero by 2050. The Council's Net Zero Carbon Roadmap explains how the targets will be achieved and mitigate the impact of climate change.

The outcomes in the Net Zero Carbon Roadmap for the Council owned estate are:

- All our buildings move towards being operated as carbon net zero.  
Building managers and occupiers understand the importance of achieving carbon net zero and reducing energy usage.
- We seek to offset emissions where we have heritage buildings, for which carbon net zero solutions are challenging and cannot be eliminated.

#### **Actions to Deliver Policy Aim 5 Outcomes:**

We will:

Ensure the new Asset Management Plan is aligned to support delivery of the outcomes in the Net Zero Carbon Roadmap, which includes the following actions:

- Use energy dashboards to set the normal and target use for each building and explore further funding opportunities. This will include developing dashboards further to present data on energy usage and renewable generation.
- Review the monitoring and analysis regime for buildings and build a carbon calculator that operates across all emissions.
- Identify opportunities following the development of a heat decarbonisation plan.
- Explore heat network and micro-grid opportunities.
- Complete the rationalisation of the central works depot, which will incorporate many carbon reduction features;
- Undertake a review of the commercial estate in line with changing legislation, to develop and implement a Minimum Energy Efficiency Standards (MEES) strategy to ensure compliance.
- Link in our work on the Lincolnshire and local One Public Estate Groups to our carbon net zero ambition.

### **Asset Management Policy Aim 6**

#### **Maximising opportunities available with key stakeholders and partners through the One Public Estate – OPE.**

#### **Expected Outcomes:**

We are active members of the One Public Estate (OPE) programme, working closely with other Public Sector organisations across the borough to explore opportunities to reduce premises costs and make assets work better for our communities and customers.

The OPE programme supports locally led partnerships of public sector bodies to collaborate around their public service delivery strategies and estate needs. OPE provides an opportunity for more focused and integrated public services, as well as potentially reducing running costs and generating additional capital receipts. One Public Estate aims to:

- Create economic growth to enable released land and property to be used to stimulate economic growth and regeneration.
- Encourage publicly funded services to co-locate, to demonstrate service efficiencies, and to work towards a more integrated and customer-focused service delivery.
- Release land and property to generate capital receipts and facilitate development.
- Reduction in running costs of central and local government assets

The Council hosts a localised Strategic Estates Forum, which involves key public sector and third sector partners from across the borough. The aim of the Forum is to optimise the use of our, and our partner's, properties, and land, and to work together to improve service delivery and opportunities for the residents of North East Lincolnshire.

#### **Actions to Deliver Policy Aim 6 Outcomes:**

We will:

- Work with strategic partners to develop innovative estates initiatives.
- Wherever possible engage with partners with a view to exploring co-location options and the potential for sharing accommodation.
- Promote collaborative working where it can provide benefit for service delivery, whilst delivering efficiencies and value for money.
- Support joint working across public sector organisations to release land and property and boost economic growth, regeneration and integrated public services.

## Measurement of Success

### What will success look like?

The Council's land and property estate will remain vital to support the provision of high-quality services, economic growth and partnership working. Collaboration between Asset Management, Facilities Management and Services will help to ensure that our estate is the right size and efficiently utilised.

It is crucial that we monitor and review our progress against these strategic objectives and by implementing this plan we will have:

- A clear strategic asset management decision-making process that aligns with the Council's wider strategies and service delivery priorities.
- A whole council approach to asset management through our Corporate Landlord function and responsibilities and the development of a single accommodation strategy.
- A comprehensive evidence base of our assets built on depth insight and intelligence from a range of sources, which can shape and inform future decision-making

### Overall, success will mean that:

- Our estate is well utilised and supports service provision to residents and communities across North East Lincolnshire.
- We have a clear plan for each of our buildings
- We continue to reduce the number of properties in void management
- We have a strong investment portfolio, which is well managed and delivering a sustainable income stream
- We continue to dispose of surplus properties using the most appropriate method based on the property and market conditions
- The carbon footprint of our estate is reduced
- We maximise joint working with partners to ensure that our estates across the public sector are complementary and where appropriate shared
- We use our assets to support local economic growth and regeneration.

Ultimately, there are many factors which will shape our estate, some of which compete with one another. The guiding principles within this document will help us to bring forward proposals and make decisions to ensure that our estate contributes to meeting the Council's ambitions.





North East Lincolnshire Council

# Land & Property Strategic Asset Management Plan

2025 - 2028

Accessibility: This document is available as plain text.  
Contact: [communications@nelincs.gov.uk](mailto:communications@nelincs.gov.uk) to request this.

# **STRATEGIC ASSET REVIEW**

## **ASSET MANAGEMENT ACTION PLAN**

**JUNE 2025**

## ASSET MANAGEMENT AIM ONE

**An efficient, fit for purpose estate where assets are used innovatively to support cost effective service delivery and aligned with the priorities in the Council Plan.**

No.	Council Plan Priority	Action	Responsible	Timescales	Additional Information
1.	Engaging and Effective Council	Undertake a strategic review of the corporate operational and non-operational estate	Strategic Asset Review Project Group	Feb-26	Group established March 2025
2.	Engaging and Effective Council	Delivery of capital receipts to the support the MTFP	Head of Estates & Asset Strategy	Monitored monthly	
3.	Engaging and Effective Council	Ensure our property information is accurate, current and comprehensive	Estates & Assets Team	On-going	
4.	Engaging and Effective Council	Corporate landlord	Head of Property Services	On-going	
5.	Engaging and Effective Council	Development of a single accommodation strategy to facilitate service delivery	Corporate Estate Manager	Within the next 6 months	
6.	Engaging and Effective Council	Implement a programme of suitability & sufficiency surveys	Corporate Estate Manager	31.3.26	
7.	Engaging and Effective Council	Condition surveys and Planned Preventative Maintenance (PPM) plan across the operational estate	Corporate Estate Manager	31.3.26	

## ASSET MANAGEMENT AIM TWO

Supporting regeneration, housing and economic growth whilst protecting cultural and heritage assets.

No.	Council Plan Priority	Action	Responsible	Timescales	Additional Information
1.	Stronger Economy	Development of Council owned sites	Head of Estates & Asset Strategy	On-going	
2.	Stronger Economy	Disposal of Council land and property assets for development	Head of Estates & Asset Strategy	On-going	
3.	Stronger Economy	Acquisition of strategic sites to enable development	Head of Estates & Asset Strategy	As and when the opportunity arises	
4.	Stronger Economy	Complete the Heritage at Risk Programme	Corporate Estate Manager	Within the next 6 months	20.6.25 - Complete from Estates perspective

## ASSET MANAGEMENT AIM THREE

**Maximising income and overall value from the commercial estate and non-operational land and buildings.**

No.	Council Plan Priority	Action	Responsible	Timescales	Additional Information
1.	Stronger Economy	Ensure that the investment portfolio is managed pro-actively	Commercial Estate Manager	On-going	
2.	Stronger Economy	Management of business and enterprise centres to enable and support business start-ups and enterprise	Head of Property Services	On-going	
3.	Stronger Economy	Explore opportunities to grow the commercial portfolio	Commercial Estate Manager	31.3.26	
4.	Stronger Economy	Identification of under-performing commercial properties for investment or disposal	Commercial Estate Manager	31.3.26	

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## ASSET MANAGEMENT AIM FOUR

**Supporting our communities.**

No.	Council Plan Priority	Action	Responsible	Timescales	Additional Information
1.	Supporting our communities	Continue to maintain & review the list of pipeline assets identified for potential use by community and voluntary organisations	Corporate Estate Manager	On-going	
2.	Supporting our communities	Continue to support opportunities for Community Asset Transfers in accordance with the Council's Community Asset Transfer Policy	Corporate Estate Manager	On-going	
3.	Supporting our communities	Proactive management of the Council's allotment portfolio	Head of Property Services	On-going	

## ASSET MANAGEMENT AIM FIVE

Reducing our carbon footprint and supporting biodiversity.

No.	Council Plan Priority	Action	Responsible	Timescales	Additional Information
1.	Greener Future	Ensure the asset management strategy is aligned with the Council's Net Zero Carbon Roadmap	Head of Estates and Asset Strategy	Within 3-4 months	20.6.25 - Complete from Estates perspective. Alignment has been assured through the adoption of the SAMP
2.	Greener Future	Development of energy dashboards for each building	Regulation & Sustainability Team	31.03.26	
3.	Greener Future	Identify opportunities following the development of a heat decarbonisation plan	Regulation & Sustainability Team	On-going	
4.	Greener Future	Complete the rationalisation of the central works depot	Assistant Director – Environment/ Head of Project Management	Within the next 3 months	
5.	Greener Future	Undertake a review of the commercial estate to develop and implement a MEES Strategy	Commercial Estate Manager	31.3.26	

## ASSET MANAGEMENT AIM SIX

**Maximising opportunities available with key stakeholders and partners (OPE).**

No.	Council Plan Priority	Action	Responsible	Timescales	Additional Information
1.	Engaging and Effective Council	Engage with partners to explore co-location opportunities	Corporate Estate Manager	On-going	
2.	Engaging and Effective Council	Promote collaborative working where it can provide benefit for service delivery, whilst securing efficiencies and value for money	Corporate Estate Manager	On-going	
3.	Engaging and Effective Council	Continue to be actively involved with the OPE Board and the Strategy Estates Forum	Head of Estates & Asset Strategy	On-going	

**NORTH EAST LINCOLNSHIRE COUNCIL SUITABILITY APPRAISAL FORM**

Property name:	
Number:	
Street:	
UPRN:	
Service Area/s:	
Purpose of the Building:	
Head of Service/Manager	
Site responsible Person	

Rating	
1	Good
2	Satisfactory
3	Fair
4	Poor

Suitability	
1	Suitability for Current Service Good
2	Suitability for Current Service Satisfactory - may require minor works/alterations
3	Suitability for Current Service Not Satisfactory
4	Suitability for Current Service Poor

Heading	Aspect	Score Achieved	Average Score	Total Average Score	Comments / Solutions
Environmental Fabric	1 Are the acoustics within the property suitable? (consider the noise levels between rooms; height and finish/type of ceiling) Is the internal decoration to a suitable level. Consider staff and public if relevant. ?	0			
	2 Is there adequate supply and distribution of power points? (Consider if single power points serve more than one appliance; location requires excessive cable runs across working areas.)	0			
	3 Is the IT/Phone system adequate to support service delivery? Consider connectivity and ease of use	0			
	4 Is the IT infrastructure adequate to support service delivery? Consider availability of workstations, data points	0			
		<b>0</b>	<b>0.00</b>		
Environment - Services	1 Does the heating system meet with occupier/service needs?	0			
	2 Are all internal parts of the building provided with adequate lighting?	0			
	3 Are all parts of the building provided with adequate means of ventilation? (Consider if current method interferes with service being delivered i.e. noise, fumes etc)	0		#DIV/0!	
Environmental Quality	1 Is there adequate facility for natural light?	0			
	2	0		#DIV/0!	
Accommodation Provision	1 Does the functional space meet business needs	0			
	2 Does the functional space meet business requirements going forward during for next 2 yrs	0			
	3 If reception areas are required are they suitable for the purposes of service delivery?	0			
	4 Are the meeting / interview facilities sufficient and suitable for the purpose? Consider numbers( availability), size, condition and IT connectivity	0		#DIV/0!	
Facilities	1 Are there adequate welfare facilities for staff? (Consider the need for & extent for a kitchen, medical room, changing facilities)	0			
	2 Are the toilet facilities sufficient? (Consider the provision for both staff and the public including appropriate provision for those with disabilities)	0			
	3 Is the storage provision sufficient?	0			
	4 Are security arrangements for confidential storage / filing appropriate?	0		#DIV/0!	
Location and access	1 Is the property location compatible with service provision? (Consider the facility in terms of proximity to other related functions / services)and delivery of the service	0			
	2 Is the property served by a good public transport link?	0			
	3 Is there suitable public parking available? (Consider proximity, amount etc)	0			
	4 Is there suitable staff parking available? (Consider proximity, amount, type etc)	0			
	5 Is there suitable cycle storage/parking available?	0			
	6 Is the building DDA compliant?	0		#DIV/0!	
Safety and Security	1 Is the outside lighting provided and sufficient?	0			
	2 Are security arrangements for access into the building appropriate?	0			
	3 External security( where applicable e.g grounds)	0		#DIV/0!	
Image	1 Is the appearance appropriate having regard to current use?	0			
	2 Is the external signage to the property adequate?	0			
		<b>0</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	



**Results of Score**  
 Below 11 Good /Wholly Suitable

# PROPERTY PERFORMANCE ASSESSMENT

Property Details		
DDA Compliance		
Site Area sqm		
Gross Internal Area m2		
Property Type		
Property Sub-Type		

Property Performance Information		
Asset Value per m2		
Energy Costs per m2		
Water Costs per m2		
Total Costs per m2		
Costs per FTE( Admin buildings only)		
Approximate occupany utilization		
Carbon Footprint		
DEC or Energy Performance Rating		
Required Maintenance (P1-P3) per m2		
Maintenance Spend (over 10 years)		

Condition Survey scoring matrix

NELC						
Grade	A	Good Condition.				
	B	Satisfactory Condition.				
	C	Poor Condition.				
	D	Bad Condition – urgent work required.				
Priority	1	Urgent within 1 year.				
	2	Essential within 2 years.				
	3	Desirable within 3 - 5 years.				
	4	Beyond 5 years.				
Scoring Matrix			A	B	C	D
	1				4	4
	2	2	3	3	3	4
	3	1	2	3		
	4	1				

NOTE

the approach of excluding some combinations of grade and priority. For example, it is not logical to award a Grade D (Bad Life expired and/or serious risk of imminent failure) in combination with a Priority 3 (Desirable work required within 3 - 5 years that will prevent deterioration) or 4 (Long term work outside the 5 year planning period).

Overall Condition Rating	Grade	Priority
Score	x	0

Notable Items of Repair

Overall view combining condition and compliance( Delete as appropriate)

Good
Fair
Poor

Compliance Matters	
Any areas of concern (Y/N)	Comments
FIRE RISK ASSESSMENTS	
ASBESTOS MANAGEMENT PLAN	
ELECTRICITY ( EICR)	
WATER RISK ASSESSMENTS	