

**Resources Scrutiny Panel – 20 July 2006****Finance and Resources Portfolio (Estates) – First Quarter 2006/07 Performance Monitoring****Report of the Chief Estates Officer Tel: Tony Langridge 01962 848 528****Email: tlangridge@winchester.gov.uk**Purpose of the Report

The Scrutiny Panel is asked to consider the information in this report as part of its role in holding the Finance and Resources Portfolio Holder to account.

This report forms part of the regular quarterly monitoring of Portfolio and Business Plan objectives that are presented to Scrutiny Panels on a regular basis.

Links to the Corporate Strategy

The Corporate Strategy places emphasis on strong performance management. This report forms part of the quarterly performance and monitoring processes, designed to check progress being made against agreed targets.

'Working better' to deliver services efficiently and effectively, setting targets and monitoring progress against those targets and to continue to demonstrate high standards in managing the taxpayers' money.

Executive Summary

This report notes the position regarding commercial property arrears and voids as at 15 June 2006 and related information regarding void property.

No financial information is available for the first quarter reports as priority at this time of year is given to closing down the accounts for the previous year and will be reported to the next cycle of meetings.

Recommendation

That the Scrutiny Panel assures itself that work is progressing satisfactorily so that targets agreed by Council and Cabinet, required to deliver the Council's strategic priorities, can be achieved by the deadlines set.

**Background Documents**

Working papers in Estates Division.

**Appendices**

Appendix 1: Progress against targets in the Estates Division 2006/07 Business Plan

Appendix 2: Summary of Commercial Arrears and Void Properties

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Progress against Targets set in 2006/07 Estates Division Business Plan

Key to symbols:

- ✓ - Action or objective has been completed
- 😊 - Action or objective is on schedule
- 😐 - It is uncertain if the objective will be achieved within the deadline set
- 😞 - Action or objective has not been completed with the agreed deadline set

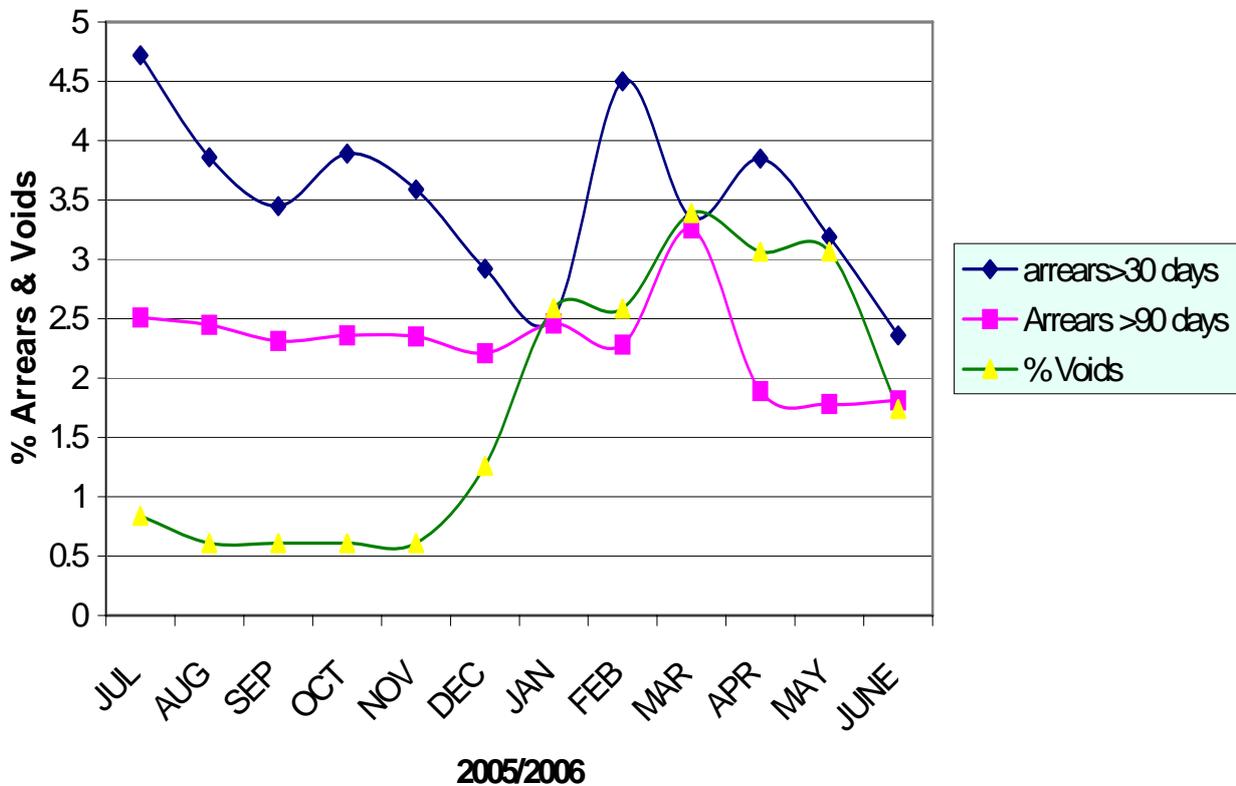
Target No.	Why are we doing this?	What will we do?	How will we measure our success?	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Comments
1	Facilitate the redevelopment of the Silver Hill development	To project manage the Council's property input into the Silver Hill redevelopment scheme	The grant of planning approval and compulsory purchase orders made	😊				<b>Qtr1:</b> Completion of public consultation and planning application submitted.
2	Improve the organisation & efficiency of the Council's workforce	To project manage the flexible working initiative	Identification, testing and evaluation of various flexible working formats to inform future action	😊				<b>Qtr1:</b> Working group set up to lead on flexible and mobile working initiatives.
3	Replace obsolete office accommodation	To bring forward proposals for the redevelopment of new offices on the Colebrook Street site	Appointment of project manager. Business case and procurement route agreed	😊				<b>Qtr1:</b> Update on the feasibility study to Cabinet in June and will be considered by Council on 19 <sup>th</sup> July 2006.

Target No.	Why are we doing this?	What will we do?	How will we measure our success?	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Comments
4	Better plan the maintenance of operational property	In liaison with Property Services prepare a 3 year estimate of maintenance requirement for all operational property to inform the capital programme	An agreed 3 year programme	☹				<b>Qtr1:</b> Work on this held up by other priorities including Silver Hill and office accommodation projects but will be commenced as a matter of priority now that the new Facilities Manager has arrived in post.

**Finance and Resources Portfolio (Estates) - First Quarter 2006/07 Monitoring**1. Summary of Commercial Arrears

- 1.1. The commercial arrears and voids performance is detailed in the table and graph below. The amount of arrears of more than 30 days continues to reduce and is now the lowest for several years.

	<u>As at 15/06/06</u>	<u>As at 15/03/06</u>	<u>Target</u>
Arrears > 30 days	<b>£54,260</b>	£77,142	
% Arrears > 30 days	<b>2.36%</b>	3.35%	
6 Monthly moving Average 30+ days	<b>3.29%</b>	3.46%	3.5%
% Arrears > 90 days	<b>1.81%</b>	3.30%	
% Voids	<b>1.74%</b>	3.61%	<1%

**ARREARS & VOIDS AS A PERCENTAGE OF COLLECTABLE**

2. Void Properties

2.1 New Tenants, Jessop Group Ltd, now in place at 152 High Street. Apart from Durngate House and 57 Romsey Road, the legal work on the remaining void properties is progressing and new tenants should be in place shortly.

<b>Property</b>	<b>Property Type</b>	<b>Estimated Rental Value</b>	<b>Comments</b>
Durngate House	House/Office	£5,000	The Trinity Centre still seeking funds however planning approval obtained.
Bank House, Bishops Waltham	Office	£9,000	Proposed tenant of ground floor nearing legal completion and anticipate occupation by end of the month. Proposed tenant for second floor withdrew, Agents recently advised that an accountant is interested – awaiting confirmation.
57 Romsey Road, Winchester	Residential	£7,500	Proposed tenancy with Stonham Housing Association still progressing. Housing preparing report to Cabinet.
14 St Clement Street	Office	£18,500	Legal have completed lease for new tenant 'Crime Reduction Initiatives.' Therefore new tenant will be in occupation shortly. The former tenant is at present completing dilapidations.
22 Mitford Road, Alresford	Retail Shop	£5,500	Lease being prepared for new tenants due to occupy 01 August 2006.