

2016

NPT Property Performance Report



Neath Port Talbot
Castell-nedd Port Talbot
County Borough Council Cyngor Bwrdeistref Sirol

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Introduction

This is the final Property performance report linked to the current 5 year Corporate Property Asset Management Plan covering the period 2011-2016. An updated Plan for the next 5 years, 2016-2021 will be reported to the next ECR Cabinet. Future Property performance reports will flow out of the strategic vision for the management of the Council's property portfolio in the new plan.

The Property Performance Report is produced annually and outlines, as set out below, a range of property performance data, the issues that face the Council in respect of its Property Portfolio and the Action Plan to address these issues. As an aide to the reader, please see set out below some definitions for areas referred to in the report

Performance Indicators – these are the range of key performance indicators (kpi's) that are submitted to the Data Unit Wales to enable comparison on an all - Wales basis. When considering the data it should be recognised that the comparisons are for indication purposes only and acknowledge the difficulties that many councils have in collating the required information.

Operational land and buildings – These are assets which are owned or leased by the Council for which it has management and or maintenance responsibilities.

Performance Criteria – to ensure there is robust property data available to inform the decision making process the council has undertaken comprehensive assessments of all its properties on a rolling programme basis. The condition data is backed up by assessment of sufficient and suitability and energy performance. The collection of these latter data sets is ongoing with the new property groups being added on a continual basis.

Asset management Issues – recent years have witnessed significant changes in the delivery of public sector services and property has had to respond to these pressures. The current financial difficulties have exacerbated these challenges.

Action Plan – whilst the Strategic direction for property is set out in the Corporate Asset Management Plan, the annual 'Action Plan' within this document enables the Council to respond to changing financial, legislative and service delivery pressures.

Achievements - these are included to track how effective the Action Plan has been in terms of delivery.

Performance Indicators

The Council collects a range of Asset Management Performance Indicator Data in respect of its building stock and submits it to the Data Unit for Wales, who gather and analyse similar data from all Councils across Wales.

The Data Unit Asset Management Performance Indicators, CAM006 – CAM009(Previously CAM001ai – CAM001aiv) provides an indication of the current condition of a Council's buildings, by stating what percentage of the gross internal area, i.e. the floor space of its buildings, falls into the following categories:-

- A. Good – performing as intended and operating efficiently.
- B. Satisfactory – performing as intended, but showing minor deterioration.
- C. Poor – showing major defects and/or not operating as intended.
- D. Bad – life expired and/or serious risk of imminent failure.

The buildings are assessed and rated by the Council's Asset Management Surveyor with updated information provided to the Data Unit on an annual basis.

The Council has reduced its number of sites to approximately 260 since the last report in 2014. Sites can incorporate a number of buildings or can be defined to be a single building only. It is not possible therefore, with existing resources, to survey each building/site every year. The intention is to visit each building within a four to five year period.

This schedule is dependent upon the Council's work programme with recent efforts being concentrated on the schools re-survey.

The surveys undertaken also set out the cost of the works that are required at each building. The required works are then split into three categories.

Priority Level 1 – Urgent Works

These are works that will prevent immediate closure of the premises and/or address an immediate risk to the health and safety of the occupants and/or remedy a serious breach of legislation.

Priority Level 2 – Essential Works

These are works that are required within two years that will prevent serious deterioration of the fabric or services and/or address a medium risk to the health and safety of the occupants and/or remedy a minor breach of the legislation.

Priority Level 3 – Desirable Works

These are works required within three to five years that will prevent deterioration of the fabric or services and/or address a low risk to the health and safety of the occupants and/or a minor breach of the legislation.

As with CAM006 – CAM009, this information is submitted to the Data Unit on an annual basis with the results being provided to each Council.

Data Unit Submission for 2015 / 2016

Reference	Indicator	Data Item(s)	2014-15	2015-16
CAM006	Percentage of the gross internal area of the local authority's buildings in condition category A - Good	Amount of GIA in condition category A - Good (m ²)	25,482	50,885
		Amount of GIA in all the local authority's buildings (m ²)	352,898	376,043
		PI value	7.2	13.5
CAM007	Percentage of the gross internal area of the local authority's buildings in condition category B - Satisfactory	Amount of GIA in condition category B - Satisfactory (m ²)	147,471	155,914
		Amount of GIA in all the local authority's buildings (m ²)	352,898	376,043
		PI value	41.8	41.5
CAM008	Percentage of the gross internal area of the local authority's buildings in condition category C - Poor	Amount of GIA in condition category C - Poor (m ²)	149,051	130,917
		Amount of GIA in all the local authority's buildings (m ²)	352,898	376,043
		PI value	42.2	34.8
CAM009	Percentage of the gross internal area of the local authority's buildings in condition category D - Bad	Amount of GIA in condition category D - Bad (m ²)	30,894	38,327
		Amount of GIA in all the local authority's buildings (m ²)	352,898	376,043
		PI value	8.8	10.2
CAM014	Percentage of the total value of required maintenance for the local authority's buildings assigned to works of priority level 1 - Urgent	Value of required maintenance for works of priority level 1 – Urgent	£22,162,944	£29,109,510
		Total value of required maintenance in local authority buildings	£136,476,251	£132,606,970
		PI value	16.2	22.0
CAM015	Percentage of the total value of required maintenance for the local authority's buildings assigned to works of priority level 2 - Essential	Value of required maintenance for works of priority level 2 – Essential	£86,428,949	£67,305,827
		Total value of required maintenance during the current year	£136,476,251	£132,606,970
		PI value	63.3	50.8

CAM016	Percentage of the total value of required maintenance for the local authority's buildings assigned to works of priority level 3 - Desirable	Value of required maintenance for works of priority level 3 – Desirable	£27,884,358	£36,191,633
		Total value of required maintenance during the current year	£136,476,251	£132,606,970
		PI value	20.4	27.3

Commentary on KPI's

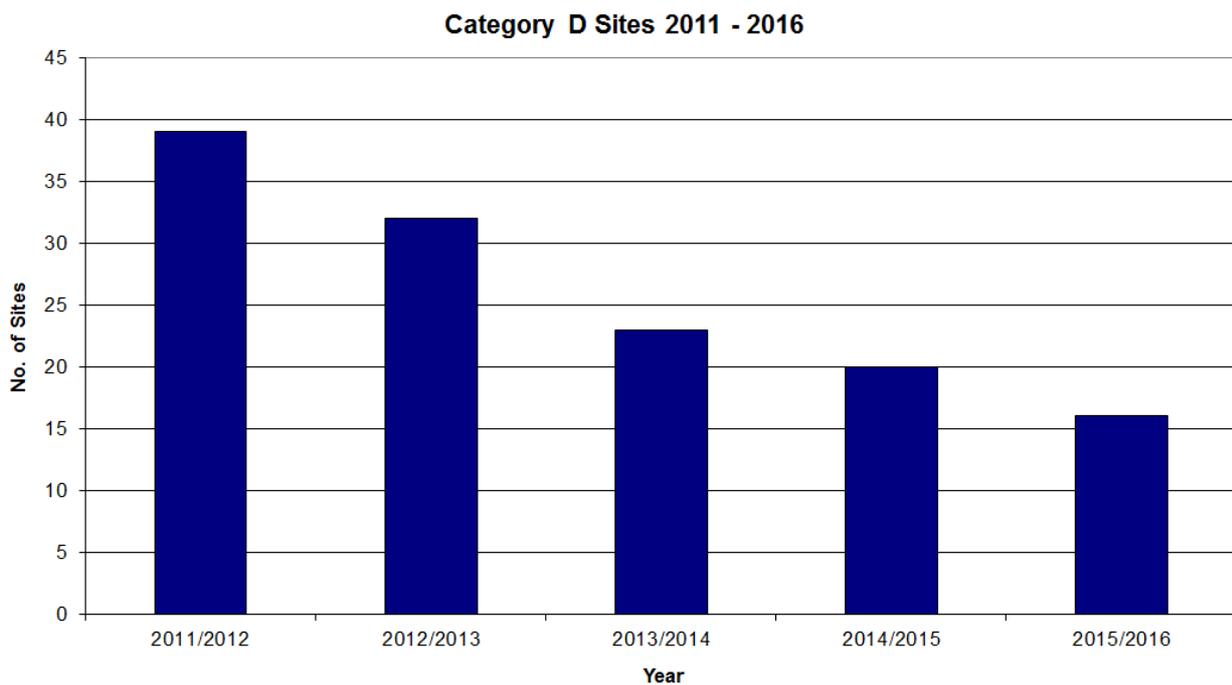
The data collected from the comprehensive programme of condition assessments accurately provides the current position of the portfolio's condition and maintenance liabilities. As this information is used as a key element of the asset management decision making process, it is imperative that the collection and interpretation process is analysed and continuously reviewed.

The 2015/16 figures show a significant increase in Category A and B buildings, a drop in the number of buildings in Category C and a slight increase in Category D buildings over the period.

The general improvement in the figures is a result of several factors, including the closure of a range of buildings in poor condition and the construction of several new buildings. Several Category D buildings will be removed from the portfolio as they are replaced under the School Improvement Programme.

The condition surveys are undertaken on a rolling programme, with each building surveyed every five years, which may also affect the total maintenance backlog figure.

In considering the all-Wales benchmarking data, it should be noted that there are issues with the interpretation of the guidance for the collection of the data.



The Council is endeavouring to remove all properties from Category D, those which are in very bad condition and require significant investment to bring them up to a satisfactory standard. In the main, this will be achieved by replacing the facility with a new building or by alternative means of service provision that renders the building surplus. In special circumstances a refurbishment project may be considered.

It is a concern that, with the limited maintenance budget currently available, there are likely to be more buildings 'slipping down' into the C and D categories. In addition, with the reduced capital funding available, there will be less opportunity to replace buildings that are beyond economic repair.

The following table sets out the proposals for of the 16 buildings that are currently classified as condition 'D'.

The action from the Action Plan within the 2014 Property Performance Report “to reduce the number of Category D buildings annually” is therefore on target.

The table below sets out the buildings that are currently classified as ‘D’ and the proposals for dealing with them:

The Council’s ‘D’ Category Buildings

Name	Proposal
Neath Multi Storey Car Park	To be demolished over the next few months as part of Town Centre re-development
Cwm Bedd Cemetery	No current proposal
Cwmgors Village Workshops	Let to various tenants and generates income.
Glyncorrwg Village Workshops	Let to various tenants and generates an income.
Library Resource Centre Velindre	Alternative premises to be identified
Taibach Library	The ground floor Library has been leased to a local voluntary group and the remainder is rented to ELLs Flying Start Team and generates an income.
Blaengwynfi Recreation Park	To be re-assessed
Maerdy Playing Fields	To be re-assessed.
Disused Bryn Public Convenience	Vacant and available for sale/to let.
Disused Cwmllynfell Public Convenience	To be demolished over the next few months.
Disused Ystalyfera Public Convenience	To be demolished over the next few months

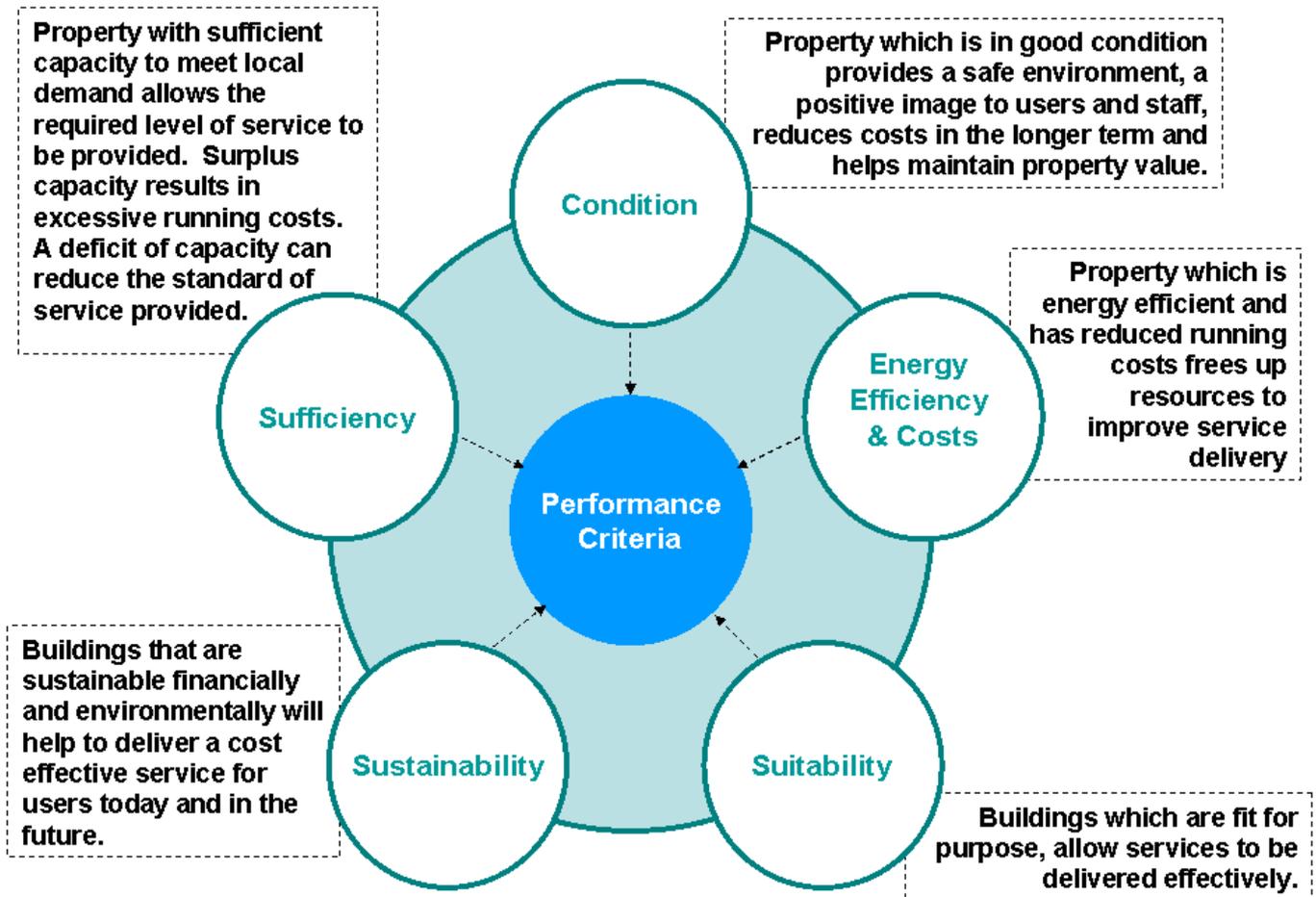
Dyffryn Lower Comprehensive School	Operational property – future plan to rebuild as part of the Council’s 21 st Century Schools programme (Band B)
Ysgol Gyfun Ystalyfera	New school currently under construction
Bryndulais Avenue Depot	Legal formalities for disposal on going
Briton Ferry Library House	Vacant attached to Library

Properties removed from the 2014 ‘D’ list

Name	Proposal
Glantawe Riverside Park	Leased out
Commercial Road Resolven Public Convenience	Demolished
Water Street Former Fire Station	Refurbished under the Vibrant and Viable Places Programme and now leased out to a local voluntary organisation.
Brynsiriol Senior Citizens Centre	Leased out to a local voluntary organisation

Performance Criteria

Each property surveyed is given a grading for each category depending on how well it performs. As more information is made available more of the criteria will apply to each building type. The Categories used are the following:

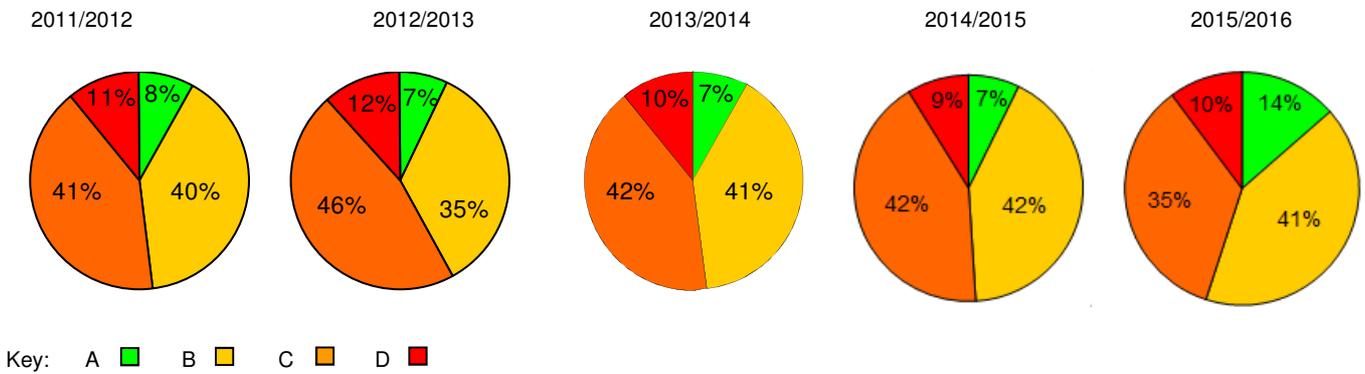


Condition

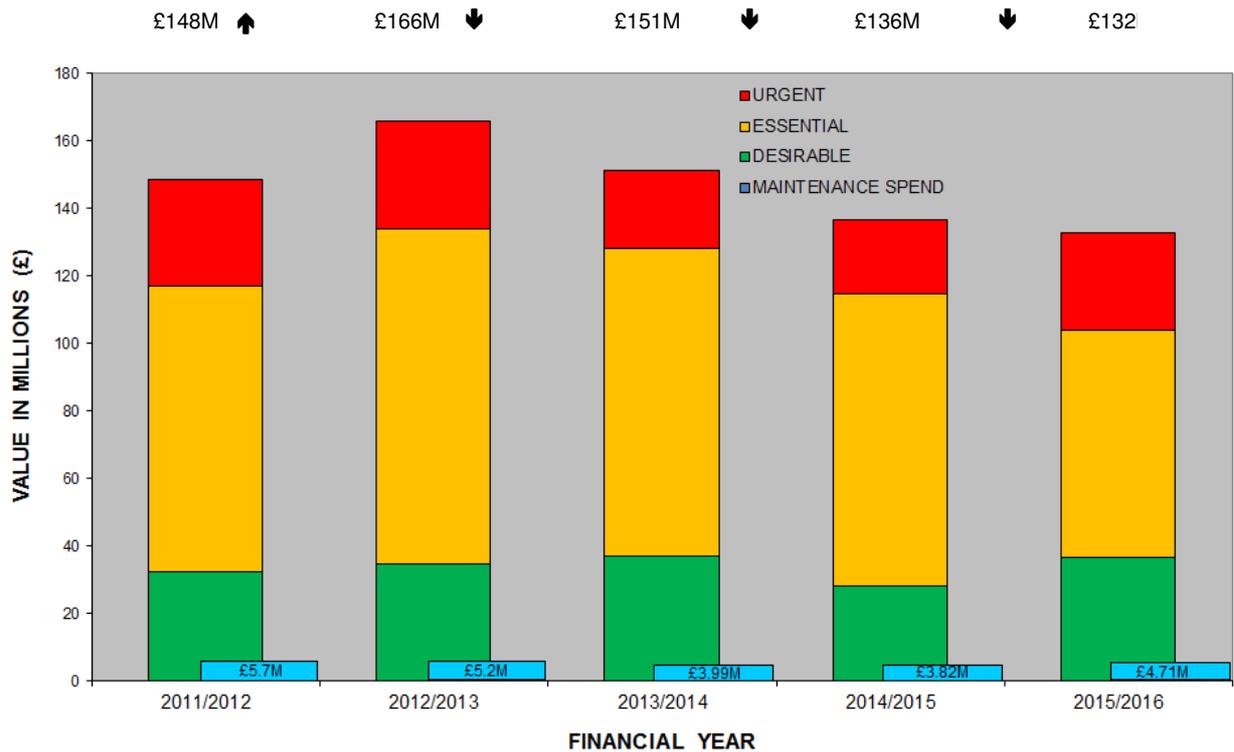
The condition of the Council's operational buildings can vary significantly not only between different sites but also between individual buildings within the same site.

As noted previously the Council’s aim is to have proposals to vacate or refurbish all category D properties within five years. It is acknowledged, however, that some of those properties at the lower end of category C may also require considerable investment.

Building Condition Grading per M²



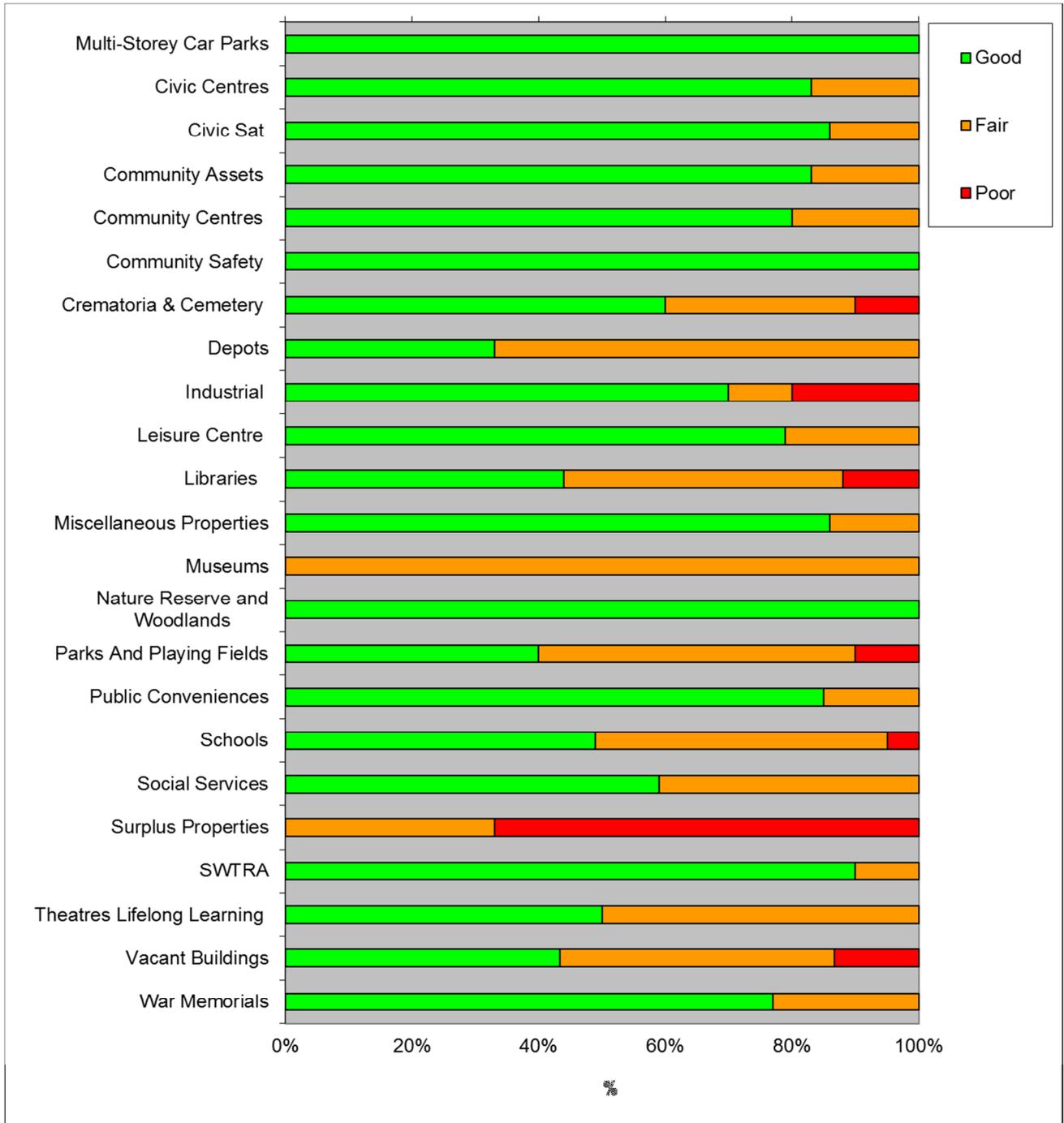
Backlog of Maintenance in £M (2011-2016)



The chart below shows the condition of the Council building's in terms of the Number of Properties for each property category.

Traffic Light Definition	% Of number of properties that require only revenue expenditure to enable the service to be delivered to a satisfactory level.	% Of number of properties that require moderate levels of investment to enable the services to be delivered to a satisfactory level	% Of number of properties that Requires Significant investment or releasing to enable the services to be delivered to a satisfactory level.
Category	Good	Fair	Poor
Multi-Storey Car Parks	100 %	0 %	0 %
Civic Centres	83 %	17 %	0 %
Civic Sat	86 %	14 %	0 %
Community Assets	83 %	17 %	0 %
Community Centres	80 %	20 %	0 %
Community Safety	100 %	0 %	0 %
Crematoria & Cemetery	60 %	30 %	10 %
Depots	33 %	67 %	0 %
Industrial	70 %	10 %	20 %
Leisure Centre	71 %	19 %	0 %
Libraries	44 %	44 %	12 %
Miscellaneous Properties	86 %	14 %	0 %
Museums	0 %	100 %	0 %
Nature Reserve and Woodlands	100 %	0 %	0 %
Parks And Playing Fields	40 %	50 %	10 %
Public Conveniences	85 %	15 %	0 %
Schools	49 %	46 %	5 %
Social Services	59 %	41 %	0 %
Surplus Properties	0 %	33 %	67 %
SWTRA	90 %	10 %	0 %
Theatres Lifelong Learning	50 %	50 %	0 %
Vacant Buildings	39 %	39 %	12 %
War Memorials	77 %	23 %	0 %

The bar chart below provides an illustration of the condition of the Council's buildings in terms of the number of properties in each property category.



Energy/Carbon & Water Management

The Authority has **260 sites** within its operational building portfolio located throughout the County Borough served by **310 electricity, 221 gas and 10 oil supplies**.

The continued drive to reduce both the consumption of energy and water resources, and the Council's carbon emissions will be achieved by:

- Further reducing the number of buildings, and overall floor space, from which the Council operates by improving space utilisation and building efficiency.
- Making the remaining building stock as energy efficient as possible.
- Ensuring that 'environmental and sustainable design' is a key consideration in all new build projects.
- The use of renewable energy where the business case allows

The Authority's expenditure on energy and water in 2015/16 for its operational building portfolio of approx. 260 sites was £3.0m (exclusive of Street Lighting).

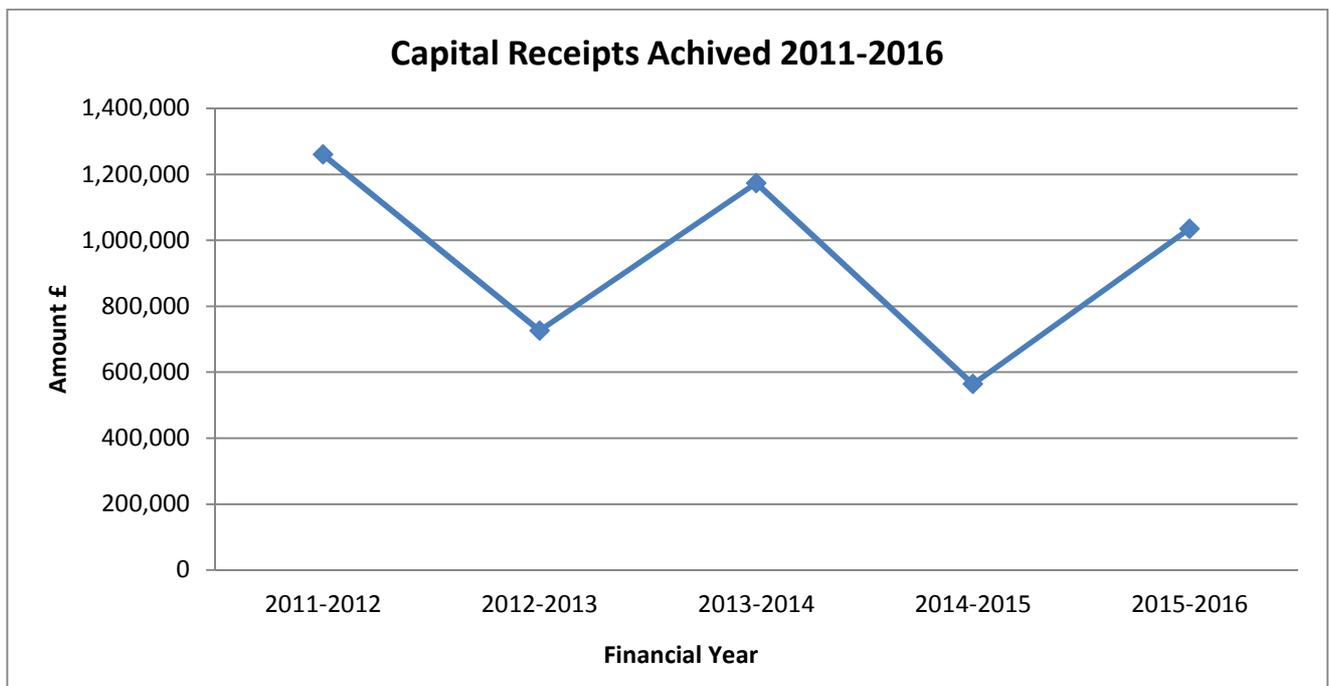
Electricity	£1.60m
Gas	£0.90m
Oil	£0.03m
Water & Sewerage	£0.50m
TOTAL:	£3.00m

This equates to a reduction of 3.4 million kWh or in financial terms, a saving of £437,162 over the financial years 14/15 – 15/16

Capital Receipts

In accordance with its forward disposals programme, the Council is tasked with the orderly disposal of its surplus buildings and land. It is important that this is done without compromising or the discharging the Council's statutory responsibilities to obtain best value for its assets.

The total Capital Receipts achieved by the Council in the last 5 financial years can be found in the graph below:



In terms of on-going disposals, the Council's continued rationalisation of its property portfolio has seen an unprecedented number of operational properties being declared surplus to requirements over the last 2/3 years, at a time when the property market is at its most fragile. Moreover, there has been the added difficulty that several development sites have had unforeseen site constraints which have led to viability issues. This has meant that the ability achieve capital receipts on some of these sites has proven difficult as developers have become much more risk averse since 2008.

Despite the difficult property market, the Council has continued to successfully dispose of a number of surplus properties, whilst ensuring that it also maximises returns. For example, in 2016/17, the Council is on target to achieve over a £1m in capital receipts and has in place a further £2m of agreed sales that are likely to complete in the next two financial years. This does not include the former Lido site and a number of additional properties that are due to formally be declared surplus over the next 12 months. It is considered that the Council's target of achieving capital receipts of £3m over a 3 year period will be realised.

Pressures on the Portfolio

Pressures on the portfolio - There are currently a range of financial, social, political and technical challenges facing all services within the public sector that will shape the Council's property portfolio over the next five year period. An outline of these challenges will be set out as a means of underpinning the decision making process.

New pressures/ legislation that may impact on the portfolio are:-

- Financial
- Service Reviews
- Legislation
- Consultation

Financial

The Council still expects to have to make considerable reductions in its budget for the foreseeable future whilst continuing to provide public services to the highest possible standards. The savings required for the four year period 2017/18 to 2020/21 are currently estimated to be £38m. To achieve

this the Council will continue to strive to be even more efficient and effective in the way it provides its services in the future and this includes the way it uses its various assets including property.

There will continue to be pressures on the Councils property portfolio to contribute to the Forward Financial Plan through the further “sweating” of the commercial property portfolio, as well as further targeted area and service property reviews to continue to challenge the need for certain classes of assets to be retained, either for direct or indirect services.

Significant tranches of Community and sports facilities/ buildings have already been successfully transferred out under lease arrangements to community/sports groups over the last 2 years.

Service and Area Reviews

As noted in previous reports there have been a number of service reviews which have delivered significant outcomes in transferring day to day land and building responsibilities as well as services to Community Groups and the third sector responsibilities for the Councils property estate.

The library review has resulted in the lease of 3 further facilities to Community Councils and local organisations.

In addition since the last property performance report the following sites/facilities have been leased out to sports and community groups:

- **23 sports grounds** have been leased out with 1 facility remaining, to be completed shortly.
- **15 Bowling greens.**
- **1 former community leisure facility** known as Hengwrt Barn Briton Ferry
- **6 Bowls pavilions**, with 8 more due to be completed before end of financial year.
- **8 Community centres .**

Legislation Changes

Radon

As part of the Radon in Schools Awareness Programme the Welsh Government have requested all Councils to undertake Radon gas monitoring on School buildings that they identified as being in potential high risk areas.

Whilst this is strictly not a legislation based requirement due to the occupation hours of the schools, it has been requested by Welsh Government. This is likely to result in the survey of all applicable school premises.

A Policy is being written to cover this requirement.

Consultation

Where there is a statutory requirement to consult, it is normally clear that the Council has to organise such a process. The Council believes it is good practice when making a decision or developing a policy/strategy or a new initiative regarding the management of the portfolio, to anticipate the likely effects it may have and to consult and take steps to prevent or minimise any likely harmful effects.

It must be noted however that the consultation process can affect the asset management programme by increasing the time required to make decisions and dealing with issues arising as a consequence of the consultation.

The Equality Act 2010

The Council has adopted an equal opportunities policy in line with the Equality Act 2010. The policy commits the Council to carrying out equalities impact assessment as a means of ensuring that it meets the public sector equality duty under the Act. This is achieved through Equality Impact Assessments, which are a systematic way of taking equal opportunities into consideration when making a decision. Whether a new or existing function, service, policy, procedure, strategies, plan or

project, an analysis is required of whether the decision affects any person or group of persons adversely.

Consultation is a key part of our equality impact assessment process so service users, staff and others likely to be affected by a proposal have the opportunity to get involved and shape the final decision. The views of people from the 'protected characteristics' are obtained to find out how the proposal is likely to affect them and use those views to inform recommendations to Councillors.

Progress

Progress 2015 - 2016

Progress with achieving the priorities set out last year was as follows:

Progress
1. Neath Town Centre Regeneration (Phase 1) – which included a new 600 space multi storey car park, 23,000 sq. ft. of retail space and public realm works. This £13m project was completed in August 2015
2. Aberavon Leisure and Fitness Centre – The £13.5M ALFC project was completed in November 2015 and comprises of an 8 lane pool with a rising floor and boom, a 4 court sports hall, dance studio, spin room, 100 station fitness suite and a series of community rooms.
3. Ysgol Bae Baglan Comprehensive School – This £40m project will provide a new 3 -16 all through school for approximately 1500 pupils including 150 pupils with additional learning needs and was occupied in September 2016.
4. YGG Ystalyfera Comprehensive School (Phase 1) – This £14m project is complete and was occupied in January 2017 and is part of a larger programme of works which will ultimately see the formation of a new 3 – 18 welsh medium school campus to accommodate 1170 pupils.
5. Welsh Medium South Feasibility Works – This project is part of the Councils 21 st Century schools plans to improve welsh medium education in the county. Site works are programmed to start with the demolition of the existing school in October 2016 and

<p>work will follow to provide a new 11-16 school for approximately 650 pupils which will open in September 2018 with an anticipated project cost of £17m.</p>
<p>6. YGG Ystalyfera (Phase 2) – Progressing design and procurement options to start phase 2 of this project, at a cost of £3.5m (£17.5m overall) on site February 2017 and complete for occupation in September 2018.</p>
<p>7. Identified European Regional Development Fund (ERDF) to initiate the business planning process for a number of regeneration schemes including Port Talbot Integrated Transport Hub (£2M European Funding) and Harbourside Strategic Employment site (£2M European Funding) DELETE ?</p>
<p>8. Supported the strategic Schools Improvement Programme in the completion of the 5 Case Business Models and the delivery of new school facilities</p>
<p>9. Supported the Transforming Adult Social Care programme with particular regard to the construction of the new Older Persons Residential Care facilities in Caewern, Neath at a total project cost of £5.5m.</p>
<p>10. Delivered the ongoing Accommodation Strategy which resulted in over 100 staff vacating Llandarcy Institute, 11/12 Milland Road and Wellington Place. The vacated buildings are being let/disposed of to provide a revenue saving of £137,000</p>
<p>11. Took on the management and responsibility for the Baglan Bay Innovation Centre that supports 8 high tech companies and delivered £50,000 per annum in revenue savings to support the FFP</p>
<p>12. Generated capital receipts in excess of £690,000.00. This falls short of the £1m target but reflects the difficulties in bringing sites to market and the value of sites due to contamination and flooding issues.</p>
<p>13. Undertook an annual Performance Review of the Industrial Starter Unit portfolio</p>
<p>14. Completed ratings appeals and negotiations on the Council's property rates liability achieving in excess of £718,000.00 in savings, £68,000 in excess of the £650,000 target.</p>
<p>15. Completed district heating feasibility study which evaluated the potential of district heating schemes within the Neath and Port Talbot areas, report completed June 2016. Project summary (overview) report to be written in February/March 2017, which will outline key actions and identify the next steps that need to be undertaken to further evaluate and determine the practicality and viability of district heating within the specific areas of the Authority.</p>

16. As part of the FFP on behalf of Streetcare Services and Education Leisure and Lifelong Learning Directorate agreed and coordinated the transfer of 22 sports grounds/pavilions and 4 community centres to community groups with a total annual revenue saving of £150,000 (Streetcare Services) and £40,000 (Education Leisure and Lifelong Learning Directorate) respectively.
17. Procured a new operator for the Afan Forest Visitors Centre to continue to provide existing services and if possible to develop new service provisions.
18. It was not possible to undertake the area reviews, as the limited staff resources available were diverted to the transfer of community assets to community groups and the disposal of surplus assets.
19. To complete the conversion of Theodore Road offices into specialist educational premises.

FFP Progress 2015-16

Progress
1. ENV533 Technium building £50k
2. ENV534 Building Maintenance £25K
3. ENV535 Cease contribution to accommodation reserve £50K
4. ENV589 Reduce Coffee shop subsidy £100k
5. ENV595 Civic Centre savings £40k
6. ENV596 Sandfields Young Business Centre £5k
7. ENV599 Reduction in senior management £100k
8. ENV601 Feasibility budget cut £24K

Action 2016 - 2017

The most important things for the service to achieve are to:

Action
1. Award a design and build contract for the development of a new 3 -16 comprehensive school at Dyffryn Comprehensive. Site and options appraisals have been carried out to determine the preferred site and to scope out the project works and procure a contractor to ensure the new school is ready for occupation by September 2018. Once the new school block is occupied work will then follow on to demolish the existing school locks on the site and form new playing fields and sports facilities (£31m).
2. Progress a design and build contract award for a 11 -16 welsh medium school for 600 pupils in the south of the county for occupation in 2018 (£17m).
3. Progress the design of a new Primary School at Briton Ferry for 450 pupils with a project cost of £7.5m and prepare contract documentation to award a design and build contract to ensure a new school is constructed and ready for occupation by September 2019.
4. To deliver the Camping and Caravanning Club site, with 90 pitches and ancillary facilities to promote tourism to the Park and the wider Borough.
5. Progress a feasibility study and options appraisal for the Plaza Theatre in Port Talbot.
6. Prepare, design and cost proposals for the refurbishment and conservation of Twyn Yr Hydd, Margam Park
7. To continue to plan, manage and deliver the 21 st Century Schools programme and develop a 5 case business model for each project.
8. To ensure that all contractors actively help us to achieve substantial community benefits through their contracts by giving work opportunities to local people and to local sub-contractors.
9. Secure European funding approvals for Port Talbot Integrated Transport Hub:- Harbourside Strategic Employment Site, 8 Wind Street, Neath; the Plaza, Port Talbot and the former Magistrates Court, Port Talbot
10. Continue to coordinate and maximise strategic funding opportunities to deliver the Council's priorities

<p>11. To deliver the next phases of the Vibrant and Viable Places programme, including the Plaza Cinema, Glanafan School and Police Station sites</p>
<p>12. The development of the next phase of the Neath Town Centre Scheme, including the development of retail and residential units at the rear of Boots' service yard, together with the demolition of the former multi storey car park and former Tesco and Wilkinsons stores.</p>
<p>13. Continue with the regeneration of Aberavon Seafront, including the delivery of a new adventure golf course</p>
<p>14. Capitalise on the granting of Enterprise Zone status to attract high quality business investment to key locations such as Baglan Energy Park, Baglan Industrial Park, Harbourside and Port Talbot Docks.</p>
<p>15. Continue to support tourism related businesses/organisations in the area to deliver tourism infrastructure and business development projects through the delivery of the Destination Management Plan; the LEADER funded project to support tourism businesses in the rural areas of the County Borough and the business development activities of the Economic Development Team.</p>
<p>16. Create high quality jobs and economic growth across the County Borough through development and investment through the delivery of high quality business support services.</p>
<p>17. Work with Tata Steel and their supply chain to provide support to help those affected by any job losses and help suppliers to consider diversification into new markets, improve business operations and accessing relevant skills and training.</p>
<p>18. Promote self-employment opportunities through Enterprise Clubs and the facilities available at Sandfields Business Centre.</p>
<p>19. Maximise community benefit clauses in all contracts and the planning process to increase local jobs and benefits to local businesses.</p>
<p>20. Encourage supply chain development, community investment and local employment and training opportunities by working in partnership with key contractors and developers delivering substantial investment programmes within the County Borough.</p>
<p>21. To support the BID in Neath to continue to develop the town centre offer and to improve the economic outlook within the town.</p>

22. Development and delivery of energy “Invest to Save” programme for the Authority’s operational buildings.
23. Increase the awareness of energy/carbon smart technology to investigate how the Authority will be able to move towards a low carbon smart region.
24. Create schools energy management programme, commencing with a pilot cluster group.
25. Complete phase one of the smart low carbon demonstration projects study funded by Welsh Government.
26. Develop an action plan based on the findings of the District Heating Network feasibility report.
27. To undertake a review of the provision of cleaning services within corporate buildings and its integration with facilities management.
28. Undertake a review of public toilets to assess the location of the public conveniences across the borough and the proximity of these to other public buildings along with the frequency of use of these facilities.
29. To continue to progress the accommodation strategy. The ongoing remodelling of various services and the recent ER/VR process requires the continual review our building stock and staffing levels within, to ensure that we make the most economic use of these assets.
30. A review of security provision in civic buildings is to be undertaken to assess the value that is provided by such a service and to look in to alternative options that can be provided by modern technologies and physical barriers.
31. To look at digital solutions to the existing archive service to minimise the two thousand requests for delivery and retrieval a year.
32. To review and implement the Corporate Asset Management Plan
33. To develop in-house upgrades to the front end of the property management database and continue to develop new modules and enhance existing ones to comply with Statutory record obligations.
34. To review the 5 year rolling programme of asset valuations with the director of finance and carry out statutory revaluation of assets in the revised programme for the financial year 16/17

35.	Rating Appeals - To continue to negotiate and complete 57 rating appeals with a further significant potential saving of the Councils property rates liability.
36.	Dispose of/lease any surplus assets that arise out of the FFP Commercial estate- Where possible to investigate and maximise opportunities, (where economically advantageous) to retain surplus operational assets and bring them into the Commercial estate, to maximise revenue streams to support corporate objectives.
37.	To seek to generate a total capital receipt of £3m over the next 3 year period
38.	Extensive ongoing Compulsory Purchase negotiation work to acquire land and rights required for major highway capital schemes to include PDR2, Coed Darcy Southern Access Road and Ffordd Amazon Stage 2.
39.	Continue to support the Asset Management Plan and Forward Financial Plan in delivering the transfer of assets to the community. To draft and adopt a Community asset Transfer policy for the Council
40.	To continue to identify and realise savings under the FFP
41.	Undertaken LED lighting projects to the value of £38k using Welsh Government funding
42.	Developed and formulated an annual energy/carbon and water report for the Authority's operational building portfolio - Draft report produced.
43.	Datacentre cooling systems investigation into low energy cooling solution for the computer data centre at The Quays.
44.	Completed the renewal of Electricity and Gas Automated Meter Reading Contract for 2016/17.
45.	Provided assistance on a number of City Deal project proposals under the Internet of Energy stream.

Property FFP Targets 2016 – 2017

FFP items for 2016 - 17 are:

Action	Financial Implications	Comments
ENV605 Gypsy's increase rent and reduced expenditure following extension of Caegarw	£25,000	Achieved
ENV606 Civic Buildings- additional rent at Pontardawe	£8,000	Achieved
ENV612 SYBC – increase Income	£10,000	Achieved
ENV623 Energy Management and Business Support Fund, reduction in building maintenance	£5,000	Achieved