

**Report to:** Asset Management Forum

**Date of Meeting** 15<sup>th</sup> June 2026

**Heading/Title:**

Estates Team Update

**Cabinet Member(s):**

- Paul Hayward (Assets and Economy)

**Director/Assistant Director:**

- Andrew Wood
- Tim Child

**Author and Directorate:**

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**Key decision No:**

- n/a

**If a Key Decision has it appeared on Forward Plan:**

- n/a

**Document classification:** Part A Public Document

**Exemption applied:** None

## **1. Background**

1.1 This report provides an overview of the recent activities undertaken by the Estates Team in the period between January and May 2026.

## **2. Recommendations/Decision**

2.1 Note the activities undertaken by the Estates Team during the period between January and May 2026.

## **3. Reasons for Recommendations/Decision**

3.1 The recommendations ensure that the Forum is kept informed of progress, emerging issues, risks and opportunities affecting the Council's non-housing property portfolio, enabling members to provide strategic oversight and support coordinated asset management across the organisation.

## **4. Options**

4.1 N/A

## **5. Relevance to Council Plan/priorities**

5.1 Set out how report links to the Council Plan/priorities:

- A supported and engaged community that has the right homes in the right places, with appropriate infrastructure
- A sustainable environment that is moving towards carbon neutrality and which promotes ecological recovery.
- A vibrant and resilient economy that supports local business, provides local jobs and leads to a reduction in poverty and inequality.
- A well-managed, financially secure and continuously improving council that delivers quality services

5.2 Indicate how the recommendations/decision contributes to the delivery of the Council Plan and its priorities

- 5.2.1 The Estates Team supports the delivery of the Council Plan through the management, maintenance, compliance and improvement of the Council's non-housing property assets. The activities outlined in this report contribute to:
- 5.2.2 A sustainable environment that is moving towards carbon neutrality and which promotes ecological recovery through the delivery of energy efficiency improvements, building maintenance, carbon reduction initiatives and the management of building-related environmental risks.
- 5.2.3 A vibrant and resilient economy that supports local business, provides local jobs and leads to a reduction in poverty and inequality by maintaining

operational assets, leisure facilities, public conveniences and other community infrastructure that support residents, visitors and local businesses.

5.2.4 A well managed, financially secure and continuously improving council that delivers quality services through effective asset management, statutory compliance, planned maintenance, facilities management and the delivery of the approved capital programme, ensuring that Council assets remain safe, operational and fit for purpose.

5.2.5 The report supports the Council's objective of maintaining a safe, compliant and sustainable property estate that enables service delivery across the district.

## **6. Financial Comments/Implications**

6.1 There are no direct financial implications resulting from this report.

## **7. Legal Comments/Implications**

7.1 There are no substantive legal issues to be added to this report.

## **8. Risk Implications**

8.1 This report is presented for information and update purposes only. No specific decision or approval is being sought from the Asset Management Forum and therefore no risks arise directly from the recommendations contained within this report.

8.2 The report includes updates on operational activities, statutory compliance matters, asset management initiatives and capital projects. Any risks associated with those activities are managed through the Council's established project management, asset management, compliance and risk management processes and are reported through the appropriate governance arrangements where necessary.

8.3 The purpose of this report is to provide oversight and visibility of progress, emerging issues and challenges affecting the Council's non-housing property portfolio. The recommendations are limited to noting the contents of the report and therefore do not introduce any additional risks to the Council.

8.4 Failure to maintain oversight of property-related activities and risks could reduce the Council's ability to identify and address emerging issues in a timely manner.

## **9. Equality Implications (Public Sector Equality Duty)**

9.1 The report provides an update on the activities undertaken by the Estates Team within the Council's non-housing property portfolio. The report is for information only and does not seek approval for any change in policy, service provision, staffing arrangements or operational practices.

- 9.2 It is therefore considered that the recommendations contained within this report have no direct impact on individuals or groups with protected characteristics under the Equality Act 2010. As such, a full Equality Impact Assessment is not required.
- 9.3 Relevance ranking: Low – Not relevant to protected characteristics.
- 9.4 No equality implications have been identified arising from the recommendations contained within this report.
- 9.5 As per 9.4 above, no actions are required to mitigate any equality impact.
- 9.6 This relevance assessment aims to analyse gathered information for potential relevance to equality. If a Full Equality Impact Assessment is required ([Equality analysis impact assessment form](#)), include it as an appendix. At the minimum, the following table must be completed.

<b>Scope</b> ( <i>Provide an overview, including objectives and desired outcomes</i> )	As per 9.1 above
<b>Evidence gathered and engagement</b> ( <i>List stakeholders consulted and relevant processes, policies, and data sources</i> )	As per 9.1 above
<b>Relevance assessment findings</b> ( <i>If relevant to equality, undertake a full EIA or If no relevance to equality, explain why with supporting information</i> )	<p>A full EIA is required: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, this assessment has demonstrated relevance to equality with regard to: Please check relevant boxes</p> <p><input type="checkbox"/> Age                      <input type="checkbox"/> Pregnancy and maternity  <input type="checkbox"/> Disability              <input type="checkbox"/> Sexual orientation  <input type="checkbox"/> Race                      <input type="checkbox"/> Gender reassignment  <input type="checkbox"/> Sex                      <input type="checkbox"/> Marriage or Civil Partnership  <input type="checkbox"/> Religion or Belief    <input type="checkbox"/> Armed Forces  <input type="checkbox"/> Other, e.g. carers, care leavers, low income, rurality/isolation, etc.</p> <p>If no, explain why: As per 9.2 above</p>
<b>Relevance ranking</b>	<input type="checkbox"/> High – Very relevant to protected characteristics <input type="checkbox"/> Medium – Somewhat relevant to protected characteristics <input checked="" type="checkbox"/> Low – Not relevant to protected characteristics
<b>Key findings and impacts</b>	As per 9.4 above
<b>Conclusion drawn</b> ( <i>i.e. No major changes needed; EIA found no negative impact or adjust policy/process to remove identified barriers</i> )	As per 9.4 above
<b>Actions</b> ( <i>Proposed actions to mitigate negative impacts on identified groups</i> )	As per 9.5 above
<b>Signed off by</b>	n/a

## **10. HR and Workforce Implications**

10.1 This report provides an update on service activities and does not propose any changes to staffing structures, terms and conditions, or workforce arrangements. Consequently, no specific HR implications arise directly from the recommendations contained within this report.

## **11. Community Safety Implications (Crime and Disorder)**

11.1 No specific community safety implications arise directly from the recommendations within this report. However, the ongoing maintenance and management of the Council's non-housing assets contributes to the provision of safe and accessible public facilities across the district.

## **12. Climate Change Implications**

12.1 The Estates Team continues to support the Council's Climate Change Strategy through the maintenance and improvement of the Council's property assets, including energy efficiency measures, building improvement projects and carbon reduction initiatives where opportunities arise. No additional climate change implications arise directly from the recommendations contained within this report.

## **13. Health & Safety and Health & Wellbeing Implications**

13.1 Health & Safety implications.

13.1.1 The activities reported include the management of statutory compliance obligations and maintenance activities intended to ensure that Council's non-housing properties remain safe, compliant and fit for purpose. No additional health and safety implications arise directly from the recommendations contained within this report.

13.2 Health & Wellbeing Implications.

13.2.1 No specific health and wellbeing implications arise directly from the recommendations contained within this report.

## **14. Procurement and Social Value implications**

14.1 This report is for information only and does not seek approval for any procurement activity. Procurement and social value considerations relating to individual projects and contracts are addressed through the Council's procurement processes and contract management arrangements.

## **15. Land and Buildings (non-housing)/Asset Management Implications**

15.1 The report relates directly to the management, maintenance and improvement of the Council's non-housing property portfolio and provides an update on

activities undertaken by the Estates Team. The report supports effective asset management by providing oversight of operational activities, compliance matters and capital project delivery.

## **16. Overview and Scrutiny Committees Comments/Recommendations**

- 16.1 This report has not been considered by an Overview and Scrutiny Committee and no comments or recommendations have been received.
- 16.2 Should any matters contained within this report be subject to future scrutiny, any observations, comments or recommendations arising will be considered through the Council's established governance arrangements and implemented where appropriate.

## **17. Digital and Data**

- 17.1 No specific digital or data implications arise directly from the recommendations contained within this report. Digital systems continue to support the management of property, facilities management and asset information across the Council's non-housing estate.

## **18. Consultation and Engagement**

- 18.1 Please set out any consultation/engagement carried out as part of the process.
  - 18.1.1 The report has been prepared using information provided by the Estates Team. No formal consultation has been undertaken as the report is presented for information only.
- 18.2 For reports to Housing Overview & Scrutiny Committee (HRB) please set out details of any tenant consultation/engagement carried out as part of the process.
  - 18.2.1 N/A

## **19. Communications**

- 19.1 No specific communications or public relations implications arise directly from the recommendations contained within this report. Communications relating to individual projects and service activities are managed through the Council's normal communication channels where appropriate.

## **20. Next Steps**

- 20.1 The Estates Team will continue to deliver operational maintenance, facilities management, statutory compliance activities and capital projects in accordance with approved programmes and budgets. A further update will be provided to the Asset Management Forum in the next reporting period.

## **21. Appendices**

- 21.1 *Appendix One: Estates Team Report – 15 June 2026.*

## **22. Background Papers**

22.1 N/A

## Proposed Report Sign Off process

Please make sure you have obtained the relevant sign off and the date completed before submitting your report to Democratic Services.

	<b>Officer Name</b>	<b>Date requested</b>	<b>Date Completed</b>
Legal & Governance	Monitoring Officer or Deputy Monitoring Officer		Required
Finance	Section 151 Officer or Deputy S151 Officer		Required
Communications	<a href="mailto:communications@eastdevon.gov.uk">communications@eastdevon.gov.uk</a>		If applicable
Digital and Data	<a href="mailto:digital@eastdevon.gov.uk">digital@eastdevon.gov.uk</a>		If applicable
Engagement	<a href="mailto:engagement@eastdevon.gov.uk">engagement@eastdevon.gov.uk</a>		If applicable
HR	HR Lead		If applicable
Chief Executive	Chief Executive		If applicable
Director	Relevant Director		Required
Assistant Director(s)	Relevant Assistant Director(s)		Required
Cabinet Lead Member(s)	Relevant Lead Member (s)		Required
Executive Leadership Team	ELT	Insert date approved by ELT	Required
Strategic Leadership Team	SLT		If applicable