

## **10 YEAR PROPERTY PLAN**

It is difficult to think 10 years ahead with any certainty. Having a 10-year Property Plan may seem a bit unrealistic but 10 years in property terms is not long. Parish Councils will come and go but property goes on for a long time. Having a 10-year plan will allow continuity in planning over a long period.

The 10-year plan takes into account that maintenance is cyclical and needs to be planned for over a reasonable timeframe. It recognises the need to budget and plan for high cost capital items.

### **The purpose of a Property Plan is to:**

1. Identify the maintenance and capital works to keep the Parish at a required standard over the next 10 years.
2. Budget carefully to pay for the work. Budget for work that you were not expecting - a contingency fund.
3. Timetable when these tasks will be done over a continuous 10 year period

### **The 10 year Property Plan Should:**

1. Give priority to preventative maintenance to avoid more costly maintenance or capital works in the future.
2. Be updated annually. Each year the Plan needs to be updated annually so that it always remains a Plan for the next 10 years.
3. Include non-discretionary work, such as the reduction of health and safety hazards, keeping buildings watertight and keeping services operational.
4. Check what work has been done at the Parish, for example when buildings were last painted - this will let you know when they should next be scheduled for painting.
5. Check for visible signs of deterioration, for example flaking paint or rusting spouting.
6. Not include operating maintenance such as mowing the lawn.
7. Be staged in a logical sequence to provide value for money. There should be a link between maintenance and capital expenditure to avoid any unnecessary work.