

# POLICY & RESOURCES SCRUTINY COMMITTEE

## 6<sup>TH</sup> DECEMBER 2017

### CORPORATE ASSET MANAGEMENT PLAN AND OFFICE ACCOMMODATION STRATEGY UPDATE

**Purpose:** To provide members with an update on the actions outlined in the above plans.

**To consider and comment on the following issues:**

1. Progress made against the actions highlighted.
2. Future strategy for the Administrative Estate in light of adopting agile working principles.

**Reasons:**

For the committee's Information

**To be referred to the Executive Board / Council for decision:** NO

**EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-** Cllr. David Jenkins (Resources Portfolio Holder)

<b>Directorate</b>		
<b>Name of Head of Service:</b> Jonathan Fearn	<b>Designations:</b> Head Of Property	<b>01267 246244</b> <b>jfearn@sirgar.gov.uk</b>
<b>Report Author:</b> Stephen Morgan	<b>Strategic Asset Manager</b>	<b>01267 246247</b> <b>smmorgan@sirgar.gov.uk</b>

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6<sup>TH</sup> DECEMBER 2017

## CORPORATE ASSET MANAGEMENT PLAN AND OFFICE ACCOMMODATION STRATEGY UPDATE

**Purpose: To provide members with an update on the actions outlined in the above plans.**

The Corporate Asset Management Plan 2016 – 2019 was endorsed by the Policy & Resources Scrutiny Committee on the 30<sup>th</sup> November 2016 and subsequently adopted by the Executive Board on the 22<sup>nd</sup> December 2016.

Following the Corporate Assessment report undertaken by Wales Audit Office, a six monthly update to members on progress in relation to the actions contained within the plan was agreed.

In addition, the decision of Executive Board on the 23<sup>rd</sup> October 2017 to adopt the principles of agile working will be integral to the current review of the Council's Office Accommodation Strategy 2014 -2017.

Work is ongoing in relation to producing the 2018 - 2021 Office Accommodation Strategy, which will cover various matters such as the portfolios performance, sustainability issues and key areas of change. One of the key areas will be the adoption of agile working principles. The purpose of this report is to provide an outline of the outcomes envisaged via agile working which will become a significant feature of the strategy in future years.

DETAILED REPORT ATTACHED ?

YES

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed	Jonathan Fearn			Head of Property		
Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	YES	YES	YES	YES

<b>1. Policy, Crime &amp; Disorder and Equalities</b> Meets Welsh Government good practice and the Council's policy of making better use of resources.
<b>2. Legal</b> Highlights requirement to review alternative ways of holding assets and the focus on sustaining community assets with greater emphasis on asset transfers.
<b>3.Finance</b> Highlights an intention to continue to reduce the present estate; to reduce revenue expenditure and invest in retained core premises; together with generating capital receipts.
<b>4. ICT</b> Investment in software and hardware will be required to allow agile working. Rationalisation will in some cases produce revised requirements for ICT services and linkages between strategic sites.
<b>5. Risk Management Issues</b> Directing resources strategically in relation to meeting Corporate objectives for property assets complies with Wales Audit Office best practice and will lead to more effective resource allocation.
<b>6. Physical Assets</b> The implications are set out in the attached reports.
<b>7. Staffing Implications</b> Staff relocations will occur from the outcomes of agile working as the Office Estate reduces in size.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

**Signed:** Jonathan Fearn

Head of Property

### 1.Local Member(s)

Not applicable. Local Members are consulted prior to any disposal of property

### 2.Community / Town Council

Consulted on Community Assets in relation to parks, playgrounds and amenity areas in connection with Community Asset Transfer

### 3.Relevant Partners

The Corporate Asset Management Plan is shared with other public sector partners to promote and identify opportunities for collaboration.

### 4.Staff Side Representatives and other Organisations

Consultation with recognised trades unions via the Corporate Employee Relations Group on the revised Agile Working Policy

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW:**

<b>Title of Document</b>	<b>Locations that the papers are available for public inspection</b>
<b>Corporate Asset Management Plan</b>	<a href="http://democracy.carmarthenshire.gov.wales/documents/s10413/Report.pdf">http://democracy.carmarthenshire.gov.wales/documents/s10413/Report.pdf</a>
<b>AMP Summary</b>	<a href="http://democracy.carmarthenshire.gov.wales/documents/s10414/AMP%20summary.pdf">http://democracy.carmarthenshire.gov.wales/documents/s10414/AMP%20summary.pdf</a>
<b>EB – Agile working report 23.10.17</b>	<a href="http://democracy.carmarthenshire.gov.wales/documents/s16481/SUMMARY.html?CT=2">http://democracy.carmarthenshire.gov.wales/documents/s16481/SUMMARY.html?CT=2</a>
<b>Agile working investment Plan</b>	<a href="http://democracy.carmarthenshire.gov.wales/documents/s16482/REPORT.pdf">http://democracy.carmarthenshire.gov.wales/documents/s16482/REPORT.pdf</a>