

# POLICY & RESOURCES SCRUTINY COMMITTEE

11<sup>TH</sup> JANUARY 2019

## CORPORATE ASSET MANAGEMENT PLAN AND OFFICE ACCOMMODATION PROGRAMME UPDATE

### Purpose:

To consider and comment on the following:

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

### Reasons:

For the Committee's Information following the agreement with Wales Audit Office to provide regular updates to members on progress in relation to the various actions contained within the plans.

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

### EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr David Jenkins

**Directorate:** Environment

**Name of Head of Service:**  
Jonathan Fearn

**Report Author:** Stephen Morgan

#### Designations:

Head Of Property

Strategic Asset Manager

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11<sup>TH</sup> JANUARY 2019

## CORPORATE ASSET MANAGEMENT PLAN AND OFFICE ACCOMMODATION PROGRAMME UPDATE

The Corporate Asset Management Plan (AMP) 2016 – 2019 was endorsed by the Policy & 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, an update to members on progress in relation to the actions contained within the plan was agreed.

In addition to the Corporate AMP, the Office Accommodation Programme has recently been revised and covers various matters such as the portfolios performance, sustainability issues and key areas of change. One of the key areas will be the outcomes of adopting of agile working principles.

The purpose of this report therefore is to provide an update on both areas for information and comment.

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

### **1. Policy, Crime & Disorder and Equalities**

Meets good practice and the Council's policy of making better use of resources. Supports the Council's and Public Service Board's Wellbeing Objectives

### **2. Legal**

Highlights requirement to review alternative ways of holding assets and the focus on sustaining community assets with greater emphasis on asset transfers.

### **3. Finance**

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.

### **4. ICT**

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

### **5. Risk Management Issues**

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.

### **6. Physical Assets**

The implications are set out in the attached reports.

### **7. Staffing Implications**

Staff relocations will occur from the outcomes 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)** 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** Consultations undertaken with staff on agile working with project teams set up prior to any relocations. 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**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Corporate Asset Management Plan		<a href="http://democracy.carmarthenshire.gov.wales/documents/s10413/Report.pdf">http://democracy.carmarthenshire.gov.wales/documents/s10413/Report.pdf</a>
AMP Summary		<a href="http://democracy.carmarthenshire.gov.wales/documents/s10414/AMP%20summary.pdf">http://democracy.carmarthenshire.gov.wales/documents/s10414/AMP%20summary.pdf</a>