

# **Management Committee**

## **15 August 2017**

### **Asset Management Staff Resources**

#### **For Decision**

#### **Portfolio Holder(s)/ Briefholder**

Cllr Jeff Cant, Finance and Assets

#### **Senior Leadership Team Contact:**

M Hamilton, Strategic Director

#### **Report Author:**

Sarah Cairns, Interim Head of Assets and Infrastructure

#### **Statutory Authority**

#### **Purpose of Report**

- 1 The Council has embarked on major development projects alongside a programme of asset development and disposal. To date this has been managed within the existing Assets & Infrastructure team but this, alongside the core work of the team has resulted in slower progress than anticipated. It is requested that monies be allocated from reserves to employ two professionally qualified surveyors to assist with priority project delivery over the next 18 months

#### **Recommendations**

- 2 To allocate up to £150,000 from reserves already earmarked for once off projects, to employ two members of appropriately qualified staff on temporary contracts for a period of up to eighteen months

#### **Reason for Decision**

- 3 The workload of the Buildings and Facilities and the Estates teams has increased due to the number of projects the teams are planned to deliver over the next eighteen months. This will be one off funding to allow for two professionally qualified surveyors to be employed on temporary contracts to deliver these projects

#### **Background and Reason Decision Needed**

- 4 There are 1,166 assets in the Dorset Councils Partnership area, of which 706 are located in Weymouth and Portland. These include operational, commercial, leisure and specialist properties as well as parcels of land and infrastructure assets.

- 5 The Estates team currently comprises of one Estates Manager, one Senior Surveyor, one Surveyor and one casual assistant. The Building and Facilities team has one permanent Manager and one permanent part time Building Services Engineer. Currently three Surveyors are employed through an agency. These resources cover the whole of the Dorset Councils partnership area and provides services for the three councils.
6. It has proved very difficult to permanently recruit Surveyors due to the salaries offered in the private sector being higher than DCP can offer. There is also a national shortage of appropriately qualified Surveyors particularly those with estates management and development skills.
- 7 The workload of the Buildings and Facilities and the Estates team has increased due to the number of projects the teams are planned to deliver over the next eighteen months. These projects include
  - Weymouth Town Centre Masterplan site preparation and delivery
  - Implementation of Hotels and Guest House Policy
  - Chalet Management Transfer
  - Public Conveniences Improvement and rationalisation project
  - Support for Harbour Board Improvements
  - Formulation of and implementation of strategy for future of Tumbledown Farm
  - Review and Provision of new Seafront Offer from 2018
  - Delivery of new management arrangements for the Verne Common Nature Reserve, Portland
  - Delivery of the currently approved Asset Disposal List
  - Identification of further disposal and development opportunities
- 8 As well as the project work the day to day workload of the two teams still needs to be delivered. This includes
  - Periodic updating of Asset Management Plans and Reviews
  - Estates Management including letting and licensing
  - Events and Film Licensing
  - Facilities Management of Council occupied assets
  - Property annual inspections
  - Planned and response maintenance and service charge recovery
  - Insurance of the estate
  - Rating Reviews – 2017 Rating List (2010 List now complete).
  - Rolling programme of Asset Valuations
- 9 One officer will primarily address scheduled annual inspections and condition surveys and the other support for the asset disposal programme.

## **Implications**

### **10 Financial**

The allocation requested is for revenue funding for up to eighteen months. This will pay for salaries and additional on costs. The posts would be funded from the reserves already allocated for once off projects. Once reserves are allocated to a project they will not be available to support other projects.

## **Appendices**

None.

## **Background Papers**

None.

## **Footnote**

Issues relating to financial, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

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**Date:** 24 July 2017