

Report of the Portfolio Holder for Resources and Personnel Policy

ASSET SYSTEMS AND DATA OFFICER POST TO SUPPORT THE DELIVERY OF THE ASSET MANAGEMENT PLAN1. Purpose of report

To seek Cabinet approval for the appointment of a new post to support the delivery of the asset management plan.

2. Recommendation

Cabinet is asked to RESOLVE that the creation of an Asset Systems and Data Officer post (Grade 6) at £37,450 per annum including on costs be approved, to be funded from General Fund Reserves.

3. Background and detail

The Asset Management Strategy (2022) delivered by Ark Consultancy highlighted the following area for improvement:

Strategic: *addressing the issues around data, undertaking initial priority options appraisals for those schemes clearly not performing, carrying out a comprehensive asset grading exercise across the stock and a further portfolio-wide review of independent living, and developing a 20-year programme of redevelopment for poorly-performing schemes, ring-fenced from within the capital programme.*

Planned investment: *using stock condition and EPC data, intelligence on responsive repair and stock requiring option appraisal to develop an initial 3-5 year 'smoothed' investment programme, including a 'fabric first' approach to investing in less energy efficient homes. The Council subsequently needs to identify the most appropriate delivery model or contract for planned investment to replace the current contract which expires in March 2025.*

Opportunities/Risks: *Whilst we have been provided with a list of assets, we have not seen any data relating to stock condition, running costs and so on, and hence have not been able to undertake any analysis in relation to performance or whether the properties represent assets or liabilities. We have been provided with SWOT analyses on a number of the sites, however the lack of data means that in the main it appears that the Council is having to base decisions on subjective judgements.*

The need for the role has been further identified within the Asset Management Service Improvement Plan undertaken in October 2023 by the Head of Service for Asset Management & Development.

The post holder will be responsible for Asset Systems and Data Management and will be managed by the Capital Works Manager given the significant strategic and operational impact across Asset Management & Development.

The following resource is therefore required;

a) Asset Systems and Data Officer – Full time (37 hours) permanent – The role requires formal job evaluation but it is anticipated it will be Graded at scale 6.

Without this post the Council will not be able to:

- Improve data quality through interrogation, correlation and validation of current data sets located within spreadsheets and moving to one data source (Capita).
- Produce planned maintenance programmes based upon the lifecycle of all components of social housing assets.
- Produce a retrofit programme based upon EPC and consultant energy use data to achieve our decarbonisation and energy efficiency targets.
- Meet Decent Homes and Broxtowe's standards in component replacement.
- Manage the interface between appointed contractors supplied data and our own condition data for data upload.
- Improve contractor performance management and quality assurance.
- To improve asset performance intelligence through NPV analysis.

Without this post the delivery of the asset management plan will be adversely affected.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

The salary of the proposed Asset Systems and Data Officer post at Grade 6 is £29,150 (estimated 2024/25 pay rates for top of scale). This equates to an overall cost to the Council of £37,450 including on costs. Whilst the cost of the addition of one full-time equivalent post to the establishment would be absorbed in the current financial year, full provision would need to be made in the establishment budget for 2024/25 to be funded from General Fund Reserves.

5. Legal Implications

The comments from the Head of Legal Services were as follows:

Whilst there are no direct legal implications that arise from this report, it is important that the recruitment process is in accordance with the Council's Recruitment and Selection policy.

6. Human Resources Implications

There are no Implications

7. Union Comments

No comments received.

8. Background Papers

Nil.