Asset Management Masterclass – Dates in December 2009

Issued by:
Robert Flynn
Performance, Finance and Planning Division

Addressed to:  
Please forward to:
The Chair of the Fire and Rescue Authority  Asset and Facilities Managers
The Chief Executive of the County Council
The Clerk to the Fire and Rescue Authority
London Fire Commissioner
The Chief Fire Officer

Summary
Invitation to attend one of two Asset Management Masterclasses for Asset and Facilities Managers in the Fire and Rescue Service, to be held on 1st December 2009 in Manchester, and 3rd December 2009 in London.

For further information, contact:
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Website www.communities.gov.uk
1.0 **Background**

1.1 We are working to raise the awareness of asset management in the Fire and Rescue Service (FRS) and assist Fire and Rescue Authorities (FRAs) in improving their asset management performance. We recently held a workshop for Asset and Facilities Managers in the FRS on Thursday 24 September 2009, which was well attended by FRA representatives.

1.2 Following on from this we have been in discussion with DVS (part of the Valuation Office Agency), one of the presenters at the workshop, who have offered to run two Strategic Asset Management ‘Masterclasses’ for the FRS. These are designed to assist FRAs in ensuring they have the right strategies and framework in place for managing their assets effectively. DVS are providing these events free of charge to FRAs.

1.3 Those who have responsibilities for managing assets in the FRS are urged to take advantage of these sessions. The first Masterclass will be held in Manchester for those in the North of England, and one in London for those FRAs in the South following the same format (although people are free to attend whichever date is more convenient).

2.0 **Workshop Details**

2.1 The workshops will be held:

- **On 1st December 2009**, at CUBE (Centre for the Urban Built Environment), 113-115 Portland Street, Manchester M1 6DW, and

- **On 3rd December 2009** at London Fire Brigade Headquarters, 169 Union Street, London SE1 0LL

2.2 It is intended the workshops will run from 11.00 am to 3.30 pm. A buffet lunch will be provided and a copy of the agenda is attached at Annex A.

2.3 We anticipate a good response. DVS have written out separately to FRAs and anyone requiring more information can contact Robert Flynn on 0303 444 2959, or email: Robert.flynn@communities.gsi.gov.uk or to book a place, please contact Nikita Pantal on 0300 050 0543, email: nikita.pantal@voa.gsi.gov.uk

Robert Flynn

Performance, Finance and Planning Division
## Annex A:

**STRATEGIC PROPERTY ASSET MANAGEMENT**

<table>
<thead>
<tr>
<th>Guide Times</th>
<th>Element</th>
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<tbody>
<tr>
<td>11:00-11:15</td>
<td>Assemble and coffee</td>
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<tr>
<td>11:15-11:30</td>
<td>Welcome and Introductions</td>
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<tr>
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<td>Ice-breaker exercise – Asset Management in a nutshell</td>
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<td>Followed by report back</td>
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<td>Drivers in Public Sector Asset Management &amp; Why its important</td>
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<td>What is Asset Management</td>
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<td>Significance, benefits, barriers, guidance</td>
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<td>13:15-13:45</td>
<td>Lunch</td>
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<td>Exercise – The Bottom Line</td>
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<td>&quot;What are the ten key elements to practice asset management successfully? What do you actually have to do?&quot;</td>
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<td>Report back</td>
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<td>How do we do it</td>
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<td>Getting started</td>
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<td>Case Studies</td>
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<tr>
<td>15:30</td>
<td>Close and Tea</td>
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**Tuesday 1st December 2009, 11am – 3.30pm (including lunch)**

**CUBE**

113-115 Portland Street

Manchester

M1 6DW

**Thursday 3rd December 2009, 11am – 3.30pm (including lunch)**

**London Fire Brigade Headquarters**

169 Union Street

London

SE1 0LL