

SUSTAINABLE DEVELOPMENT SELECT COMMITTEE		
Title	The Asset Management System (AMS) and Asset Register Update	
Key Decision	No	Item No. 9
Ward	All	
Contributors	Katharine Nidd, Freddie Murray, Peter Agent	
Class	Part 1	Date: 29 June 2016

## 1.0 Purpose

- 1.1 The purpose of this report is to inform the Sustainable Development Select Committee of the current position with regard to the development of the Asset Management System, the progress made to date on the Asset Register which will be contained within this system, and consideration of how Councillors' local knowledge might improve the Council's asset strategies and asset utilisation.

## 2.0 Recommendations

- 2.1 It is recommended that the Select Committee note the content of this report, which provides background and an update of the development to date of the new Asset Management System for the Council's Non-Housing Asset Portfolio and refinements to the Asset Register.

## 3.0 Background

- 3.1 As stated in the updates of December 2015 and March 2016, Lewisham Council has been working towards establishing a new Asset Management System. This is being built in house to record and manage the Council's Non-Housing Asset Portfolio. It is an integrated system which is split into the following modules:

- Properties Management Module
- Programs and Projects Management Module
- Facilities Maintenance Management Module
- Highways Asset Register Management Module

- 3.2 Since the report to Sustainable Development Select Committee on the development of the system in June 2015 and subsequent updates in December 2015 and March 2016, work has been ongoing to complete the system and implement a fully functioning version. The original plan was for a 2 phase approach.

- 3.3 The first phase was a base system, including the core functionality, which enabled most of the initial modules to be designed and built. The second phase was to enhance and add value to the initial operating base application with developments such as one complete view of the property from all angles.

- 3.4 It was suggested in the December 2015 update that Phase 1 would be completed by January 2016 and Phase 2 by March 2016. It was hoped that significant progress will be able to be reported to the committee in March 2016.
- 3.5 In March 2016 it was reported that additional adverse events had further delayed the project. The main one being the technical resource hired as a replacement for the original resource also suddenly left the organization in early January. This effectively left the council in a difficult position as the resource did not provide any handover. In addition the organisation was going through significant technological change and had challenges with technical capacity.
- 3.6 To ensure continuity it was decided that a commercial company with experience in such projects be engaged to complete the development. This company started configuration in early February where the core functionality and the initial base modules were to be designed and built. They had completed the bulk of the design and built including the initial testing which was presented at the Committee meeting in March 2016. The configuration of the Programs & Projects Module which was outstanding then is now complete. The end users are currently in the process of completing the comprehensive testing of all the 4 modules. The User Acceptance Testing (UAT) process will then lead into the data migration of the live dataset into the Asset Management System. Once the data migration is complete the Asset Management System will be implemented as a live and running system for users all over the Council.
- 3.7 The key data which will underpin the Asset Management System is held in the Council's Asset Register. This was last published in July 2014 and it was highlighted that whilst significant progress had been made by officers to enable the publication of a single, non-housing, asset register there was still a significant number of properties within what was considered the 'grey estate', i.e. those properties or land holdings which remained unclassified.
- 3.8 In July 2015 the non-housing asset register was reported as per the table below:

<b>Asset Category</b>	<b>Number</b>	<b>%</b>
Operational	106	14
Schools	86	11
Commercial	179	23
Not Classified (Grey)	396	52
<b>Total</b>	<b>767</b>	<b>100</b>

#### **4.0 Current Status and Next Steps**

4.1 The Asset Management System configuration is now complete comprising of all 4 modules:

- Properties Management Module
- Programs and Projects Management Module
- Facilities Maintenance Management Module
- Highways Asset Register Management Module

The Regeneration & Asset Management users of the Asset Management System are currently in the process of conducting comprehensive testing of all 4 modules. The timetable for the User Acceptance Testing is as follows:

Start Date	End Date	Module
08/06/2016	15/06/2016	Highways
20/06/2016	30/06/2016	Properties
20/06/2016	28/06/2016	Programmes & Projects
15/06/2016	30/06/2016	Facilities management

Once the testing is complete the live data will be migrated into the Asset Management System for Properties Module. The data migration is complete for the Highways module. For the Programmes & Projects Module and the Facilities Management module the users will start inputting data once the Asset Management System is implemented and live. The Facilities Management Module will run parallel to the K2 system until September 2016 to ensure both systems are functioning in a similar manner as expected.

- 4.2 Considerable work has been done on the Non-housing Asset Register since the last report in July 2015 and the current position is shown in the following table:

Asset Category	Number	%
Commercial	228	29
Operational	146	19
Parcels of Land	112	14
Parks / Open Spaces	105	14
Schools	97	12
Not Classified	39	5
Residential (Inc. Homes)	29	4
Other	24	3
<b>Total</b>	<b>780</b>	<b>100</b>

- 4.3 The number of 'Not Classified' Assets has reduced to less than 10% of all our Assets. This is a marked improvement on the previous position, however, there is still further work to do and this is ongoing. The Asset Categories have also been increased so that there is a clearer understanding of the type of Assets the Council is responsible for and the various Asset owners across the authority.
- 4.4 The next stage will be to continue the assessment of our various Assets based on the information currently available, together with detailed site inspections of land and buildings to enhance our knowledge and enable strategy and operational management plans to be formulated. We will seek to capture, hold and maintain the Asset inventory and subsequent condition data centrally so that all stakeholders can easily access extracts as appropriate through the Asset Management System.

## 5.0 Councillor Engagement

- 5.1 Councillors and Officers have been working on the most appropriate way for Councillor engagement in area based regeneration work. The Not Classified "Grey" Estate has been reduced significantly, and in coming to decisions over how best to use Council land and assets, Officers will always look to identify opportunities to work with adjacent land owners to bring forward more cohesive development. Identifying key local land owners, potential alternative land uses and the scale of development opportunity form a key part of the Officer work that goes into decision making in respect of the use of Council assets.

- 5.2 Officers and Councillors have been in discussions regarding how best Councillors can be involved in this work, both in terms of their knowledge of key local issues and more generally input into an area based approach to regeneration. Combining the work Officers already do with this input from Councillors could be a useful tool in helping bring positive change to local communities.
- 5.3 When officers are looking at a specific area from a regeneration and development perspective, it is proposed that part of their initial work will include engaging with Councillors as set out in this report. It is proposed this approach could be piloted in the Lower Sydenham/Bell Green area, taking in Council assets such as Home Park, The Bridge Leisure Centre and more widely the opportunity to improve that part of Sydenham High St and the area around Lower Sydenham Station. As such, a map has been prepared and appended to this report, which shows all Council owned assets, including housing estates, schools, community and leisure centres, as well as key transport interchanges and proposed highways/transport related accessibility changes.
- 5.4 Officers envisage Councillor input in a number of areas, including but not limited to:
- Key local contacts, including land owners;
  - Local sensitivities and issues which could be addressed as part of a wider area based approach;
  - Local resident issues and engagement;

## **6.0 Financial implications**

The financial implications of this report are that for the development of the Asset Management System, funds allocated to an internal resource have been reallocated to a commercial software house. The costs are unchanged and will be contained within existing IMT budgets. The work that has been undertaken to refine and improve the Asset Register has been funded from a combination of existing staffing budgets and limited funding from once off monies approved by the Executive Director of Resources and Regeneration.

## **7.0 Legal implications**

There are no legal implications to this report

## **8.0 Other Implications**

- 8.1 There are no specific crime and disorder, environmental or equalities implications arising from this report.

## **9.0 Conclusion**

- 9.1 This report was to give an update of the status of the development of the R-AMS system to date and the work undertaken to ensure that the Asset Register continues to be refined and will form the core data within the R-AMS once complete.

If there are any queries on this report please contact Katharine Nidd, SGM Commercial & Investment Delivery, Regeneration and Asset Management. Tel: 020 8314 6651.