

Circular number	68/2009	Date issued	6 November 2009
This circular is	For information	Response required by	20 November 2009
This circular is	Relevant to the National Framework		
Status	Invitation to attend one of a series of Asset Management Masterclass, for Asset and Facilities Managers in the Fire and Rescue Service, to be held on 1st and 3rd December 2009.		

Asset Management Masterclass – Dates in December 2009

Issued by:

Robert Flynn

Performance, Finance and Planning Division

Addressed to:

**The Chair of the Fire and Rescue Authority
The Chief Executive of the County Council
The Clerk to the Fire and Rescue Authority
London Fire Commissioner
The Chief Fire Officer**

Please forward to:

Asset and Facilities Managers

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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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

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

AGENDA

Guide Times	Element
11:00-11:15	Assemble and coffee
11:15-11:30	Welcome and Introductions
	Ice-breaker exercise – Asset Management in a nutshell Followed by report back
	Drivers in Public Sector Asset Management & Why its important
	What is Asset Management Significance, benefits, barriers, guidance
	Exercise – Overcoming the barriers
	Exercise feedback
13:15-13:45	Lunch
	Exercise – The Bottom Line “What are the ten key elements to practice asset management successfully? What do you actually have to do?”
	Report back
	How do we do it Getting started
	Case Studies
	Feedback and close <ul style="list-style-type: none"> • What have we learnt • What are we going to do now • Collaboration – Have you considered it
15:30	Close and Tea