**Corporate (General Fund) Asset Management Strategy Development**

**Scope to engage/commission a Consultant**

**Part One**

1. **Brief – Asset Management Strategy and Action Plan**

Basildon Borough Council requires suitably experienced and expert support to undertake the drafting of the Corporate (General fund) Asset Management Strategy, and action plan. The consultant must be able to demonstrate understanding of Local Government asset management planning and finance and should be able to apply this to the portfolios of assets owned by the Council.

The Council approved its Asset Management Policy for 2023-2028 through Cabinet on 15 December 2022. This included as a key principle that the council would *“Develop a robust asset management strategy for General Fund and Housing Revenue Account. This includes strategically investing in all retained assets to ensure they are fit for the future, supporting excellent service delivery, or providing safe and sustainable homes that provide value for money for the Council”.*

The Head of Property and Asset management is working with his team to develop the Asset Management Strategy for the Housing Revenue Fund assets and requires support to complete the strategy for general fund assets.

The strategy is required to cover all aspects of the council’s asset holdings, the data held, all aspects of expenditure on those assets, their maintenance, repair and improvements / investments, the review of assets (and their performance) and the outcomes of such reviews including disposals.

The council wishes to progress further on its “Corporate Landlord” model of ownership and identify the actions needed to achieve this.

The plan will also include appropriate sections on:

Climate Change and sustainability

Regulatory matters including compliance and building safety.

An action plan covering the 5 years of the plan is required that will include clear targets and outcomes (and milestones to those targets as appropriate) set into a realistic and achievable timeframe. Appropriate resources needed to undertake the actions should be indicated.

1. **Outcomes**

The Council requires

* a draft Corporate (General Fund) Asset Management Plan
* a draft delivery plan
* Support to the Head of Property through the stakeholder engagement process including any necessary updates to the draft etc.
1. **Timetable**

Detailed below is an indicative programme:

**Part 1**

|  |  |
| --- | --- |
| **Task** | **Complete by** |
| Commence commission | February – March 2023 |
| Draft Asset Management Plan | February – March 2023 |
| Draft Action Plan | February – March 2023 |
| Stakeholder consultations | February – March 2023 (involvement to be decided) |
| Preparation of Reports  | March – April 2023 (involvement to be decided) |
| Cabinet decision | June 2023 (no involvement required) |

1. **Duration of contract (start and end date) and Funding**

This commission will commence in February 2023 and is anticipated it will be complete by end of March 2023.

1. **Pricing**

The council requires a fixed price fee for this work

**Part Two**

1. **Brief – Review of Grant funding availability for Local authorities in relation to Climate Change.**

In 2021 the Council adopted a Climate Change Policy which identified its aims asfollows:-

*The council is committed to tackling the climate change emergency and to reach net zero emissions by 2050 in support of the national target set by government.*

*The Councils policy on climate change sets out how we will considerably reduce the council’s carbon footprint, help to lower the district’s overall carbon footprint and act as a community leader to encourage others to tackle climate change.*

*The council recognises that all its functions and operations have an impact on the environment. The council will, therefore, reduce its impact on the local and global environment by providing clear leadership towards achieving carbon neutrality for the organisation by 2030 and support the UK’s overall target to reduce carbon emissions to net zero by 2050.*

*As part of its commitment to acting sustainably the council will follow an informed approach to protect the environment and our natural surroundings. To mitigate and adapt to climate change we will reduce our greenhouse gas emissions, improve our resilience to future climate predictions, conserve our natural resources, enhance biodiversity and further improve the quality of life and the sense of well-being for all residents.*

The Council now requires support to identify potential funding streams/ grants etc. that it may be able to apply for / access in order to assist it in meeting its aims

Basildon Borough Council requires suitably experienced and expert consultant to undertake research and produce a simple and straightforward paper setting out the opportunities that currently exist or may exist in the future. The supporting consultant must be able to demonstrate understanding of Local Government asset management planning and finance sufficient to advise only on suitable funding availability.

1. **Outcomes**

To support the range of opportunities to gain grant funding to enhance and accelerate our net carbon zero aspirations to our general fund and housing stock, the following outputs are required:

* Research and provide a range of grant funding options available, including submission requirements, grant sums available, parameters and deadline dates for consideration by the Head of Property and Asset Management.
1. **Duration of contract (start and end date) and Funding**

This commission will commence in February 2023 and will be completed by March 2023.

1. **Pricing**

The council require a fixed price fee for this work