

**DERBYSHIRE COUNTY COUNCIL**  
**CABINET MEMBER MEETING FOR**  
**COUNCIL SERVICES**

**22 February 2018**

**Report of the Strategic Director Commissioning, Communities and  
Policy**

**Establishment of New Positions – Property Division Estates  
Valuation**

**1. Purpose of the Report**

Approval is sought to create a new Principal Asset Valuer position Grade 13, and a new Asset Valuer Technician position, Grade 8, within Property Estates to deliver asset valuations.

**2. Information and Analysis**

Providing annual asset valuations of the Council's land and property holdings is a statutory accountancy requirement. Following events this year that highlighted the unsustainability of the current delivery model due to lack of resilience, it is apparent that the Council is at significant risk of failure to meet its statutory duty if the existing officer carrying out the majority of the valuations was to leave, or experience a change of circumstance. Failure to complete asset valuations effectively would result in the inability for the Council to close its accounts. If this worst case scenario was to occur the option of outsourcing would be utilised however an in-house team would still be required to manage this process.

In addition to current requirements there is a forthcoming requirement in 2019/20 to provide asset valuations on Leased-Out properties. This will increase workload considerably as the Council has over 350 lease-outs and over 300 licences. A number of these licences may also require a valuation.

Asset valuations are a specialist area of valuation and although asset valuations have been carried out by the Council's Property team for over 18 years, over the last 3 years, the existing external environment has changed. The increasing standards required from CIPFA, the RICS and external accountancy auditors for more in-depth/evidence – based valuations, has in turn increased the requirements from the Council's internal Finance team.

## Agenda Item

This year the Council's accounts were not closed at the expected time, due to concerns raised by external auditors KPMG over technical and data issues regarding the asset valuations that were produced. As a result DCC internal auditors carried out a rigorous audit of a sample of 25 assets, and corrective action for future delivery is now being incorporated into the process. In May 2017 a bid from Council Services Underspends of £165K for extra resources was approved, and as a one-off financial support for this year, 2 agency Registered Valuers and 4 technicians were appointed. (Currently all but one of the technical posts are filled).

On 25 January 2018, Cabinet approved a growth bid of £346,000 to permanently provide the additional resources required in the Corporate Property Asset Valuations team. This budget also includes an estimate of fees for any outsourced asset valuations that may be required. At this stage it is difficult to predict if this budget is realistic, however the overall budget for staff and fees will be continuously monitored.

Two additional posts of Senior Valuer, Grade 12 and two fixed term posts of Asset Technician, Grade 8, have recently been agreed under Officers' delegated authority, to assist with meeting the current workload.

However, Cabinet Member approval is now required to approve two further posts in the Estates team of Principal Valuer, Grade 13 and Asset Valuer Technician, Grade 8.

### 3. Financial Considerations

The cost of the new positions, which will be met from the approved growth bid is as follows:

Post	Grade	Minimum Cost	Maximum Cost
Principal Valuer	13	39,085	42,433
Asset Valuer Technician	8	21,749	23,505
Sub-total		60,834	65,938
On Costs at 23.81%		14,485	15,700
<b>TOTAL</b>		<b>£75,319</b>	<b>£81,638</b>

### 4. HR Considerations

The new posts have been formally evaluated, at Grades 13 and 8, in accordance with the Council's Job Evaluation Scheme and will be recruited to in accordance with the established Recruitment and Selection Procedure.

**5. Social Value Considerations**

None

**6. Other Considerations**

In preparing this report the relevance of the following factors has been considered; social value, prevention of crime and disorder, equality and diversity, environmental, health and transport considerations.

**7. Background Papers**

None

**8. Key Decision** **NO**

**9. Call-in**

Is it required that call-in be waived for any decision on this report? **NO**

**10. Officer Recommendation**

That the Cabinet Member approves the establishment of the new posts of Principal Asset Valuer Grade 13 and Asset Valuer Technician Grade 8, as detailed in the report.

**EMMA ALEXANDER**  
Strategic Director Commissioning, Communities and Policy