

11 July 2006

Mr Simon West  
Head of Property Management  
Wakefield Metropolitan DC  
County Hall  
Bond Street  
WAKEFIELD  
WF1 2QW

**Driving your Asset/Estate Management Plans forward – Free Seminar**

**21<sup>st</sup> July 2006 09:30-15:00**  
**Manchester Airport- Atlantic Suite**

Dear Simon,

The Technology Forge is pleased to invite you to our next regional Local Government AMP seminar, to be held on Friday 21<sup>st</sup> July at the Atlantic Suite, Manchester Airport. The day will provide you with a unique opportunity to focus on issues specific to **the management of the Council estate**.

The agenda can be found overleaf and includes a number of relevant, informative presentations and question and answer sessions at each stage, so that you can get the most from the day. The presentation from Jamie Longmuir will profile North Somerset Council's **estate management experiences** and insights into how they have improved their operations. M<sup>squared</sup> asset management consultants will provide a discussion on how district councils can **prioritise spending and increase the efficiency** of your asset management plans. The Technology Forge will build on the earlier presentations demonstrating how our system *tf. facility*, can assist with the **Strategic Management of your property portfolio** in accordance with the DCLM.

The seminar is completely **free** and a buffet lunch and coffee breaks will be provided. We anticipate that demand will be high and would recommend that you book your free place(s) as early as possible to avoid disappointment. Attached are the agenda, address, directions and a **delegate booking form** for you to fill in and email back to [jenny.starr@technologyforge.com](mailto:jenny.starr@technologyforge.com) or fax back on 01943 464833. If you need any further information please contact Jenny Starr on 01943 855027.

We hope you are able to attend this seminar and look forward to seeing you on the day.

Yours sincerely



**Adam Watson**  
**Director**

## The Technology Forge Regional Asset Management Seminar

Date: 21st July 2006



Venue: Manchester Airport- The Atlantic Suite (Next to Terminal 2 Departures)  
Parking available in short-stay car park.

Time: 9.30am for 10.15 start

### Agenda

9.30-10.15	<b>Registration, Refreshments and Introductions</b>	
10.15-11.15	The Technology Forge Adam Watson, Director	
	<b>An Update on The Technology Forge Software</b> Developments which can aid your Asset Management Plans	Adam Watson
11.15-12.15	North Somerset Council Jamie Longmuir, Property & Asset Information Manager	
	<b>Procuring an Integrated Systems Solution</b> The benefits of a single software solution to fill all Asset/Estates Management needs.	Jamie Longmuir
12.15-12.30	<b>Question &amp; Answer</b>	
12.30-13.30	<b>Lunch</b>	
13.30-14.30	M <sup>squared</sup> (Estates management Consultants) Terry Pitt, Director	
	<b>Prioritising Spending on Asset Management</b> Advice on efficient and cost-friendly DDA, Condition and Asbestos surveying.	Terry Pitt
14.30-14.45	<b>Tea/Coffee break</b>	
14.45-15.00	<b>Open Discussion and Close</b>	

