

Bernicia Group Role Profile

Title: Strategic Asset Manager

Reporting to: Assistant Director Assets

Date: May 2026

Purpose

Support asset strategy development and lead the delivery of the asset team services, embedding best in sector data management, commercialism and continuous improvement.

Developing and implementing:

- A single version of the truth, ensuring high quality property data across all core systems. Including property reconciliation, stock condition, compliance, repairs & maintenance (R&M) trend analysis, geographic information system (GIS) and customer & building safety.
- Continuous review of the investment planning budgets, delivering the objectives of the Asset Management Strategy and associated plans including modelling the impact of any relevant emerging standards.
- Strategic asset management sustainability matrices of the Group, reviewing property performance and ensuring our assets contribute to the delivery of the strategic aims, maximising the financial and social return from our assets, cascading the outputs as a strategic tool throughout the business.

Accountabilities

Operational

- Working with the Assistant Director Assets, develop and implement a collaborative and customer focussed strategic asset management service that will enable Bernicia to meet its corporate objectives, regulatory standards and the needs of all stakeholders.
- Develop, monitor and review processes and procedures to support identification and mitigation of asset and property related risk, supporting scenario planning/modelling to test and refine investment priorities and plans, maintaining non-stock condition cost assumptions, capturing R&M trend data and using it to influence planned investment programmes and deliver value for money, and liaising with other stakeholders on the generation of SOR/turn costs, fluctuations in market rate and life cycle data.
- Manage the development and implementation of relevant data management and validation protocols, including liaison with all relevant stakeholders on the capture, visibility, management, transfer and integrity of data, enabling a single version of the truth and ensuring asset data governance.

- Lead the delivery of appropriate stock condition and pre-works surveys to develop and deliver reconciled investment plans which inform the business, including developing scenarios to evaluate and refine investment priorities, customer expectations, affordability and plans which demonstrate a strategic approach to value for money and increased customer satisfaction.
- Manage the annual review of the medium (5 year) and long term (30 year) investment plan and budget, ensuring the delivery of the objectives of the Asset Management Strategy and associated plans and policies.
- Support the development of the short-term investment plan, providing high quality, accurate and reconciled property data, including making recommendations based on data from other relevant sources including R&M trend analysis and planned investment completions.
- Develop and implement the strategic asset management sustainability matrices of the Group, analysing and reviewing trends in property performance, ensuring our assets contribute to the delivery of the strategic aims, including cascading the outputs for use as a strategic tool throughout the Group.
- Work collaboratively to develop, manage, deliver and review strategic and active asset management, preparing and delivering options appraisals, neighbourhood plans, targeted interventions, plans for disposal/acquisition and regeneration, driving opportunities to maximise the financial return and wider social value of our assets.
- Collaborate with customers and other stakeholders to develop and maintain the Bernicia investment standard and investment priorities, managing the development and delivery of inclusive and iterative processes to develop component specifications (and lifecycles) for different housing types/customer groups.
- Support the development and delivery of sustainability and decarbonisation objectives, using asset data and performance insights to inform retrofit planning, energy efficiency improvements, and long-term environmental performance of the housing stock
- Liaise with the Assistant Director of Compliance and Compliance Manager to enhance the integrated asset, property, and compliance system (MRI), ensuring a robust and accurate data environment and reliable reporting. Support the reconciliation of asset data between QL and MRI and the validation of stock condition information against statutory compliance requirements to strengthen data integrity and inform asset management decisions.
- Responsible for the management of the technical aspects of the request for works and aids & adaptations processes including any required assessments and inspections.
- Support the Assistant Director Assets in performing the duties of Client and Designer/Principal Designer, in accordance with the requirements of the Construction, Design and Management Regulations.
- Flexible and working across all of Bernicia's offices and geographical operational areas.

Strategic

- Provide visible and collaborative leadership on the development and implementation of relevant policies, management plans, operational/service improvement plans, key and management performance indicators and relative initiatives, ensuring delivery in full of all statutory/regulatory requirements, relevant targets/key milestones and contributing to the delivery of the aims/objectives of the corporate and asset management strategies.
- Lead the design and implementation of a strategic asset management performance framework, including the development of a comprehensive performance management suite comprising key metrics, dashboards, and reporting tools. Utilise performance intelligence to monitor asset performance, inform investment decisions, drive continuous improvement, and provide assurance that the Asset Management Strategy is delivering value for money and organisational objectives.
- Research best practice both inside and outside the Housing/Construction sectors, maintaining an in-depth and current knowledge of all relevant and emerging legislation, and identifying opportunities to develop, enhance and continuously improve, achieving and maintaining compliance in full.
- Develop and maintain key relationships with all relevant external bodies, representing Bernicia at external meetings, networking effectively within the asset, facilities, compliance, construction and property arenas.
- Ensure asset management activities directly support organisational aims, value for money, and sustainable business planning. Including; ensuring asset performance, stock condition, compliance data, and investment outcomes are systematically reviewed and used to inform and continuously refine the Asset Management Strategy.

Corporate

- Comply with all relevant legislation and work within our policies and procedures.
- As appropriate to the role, take ownership of the data in your area and support the achievement of high quality data and data management across Bernicia, by ensuring any data recorded is accurate, reliable and trustworthy.
- Perform your role in accordance with the Bernicia Way and draw to your manager's attention any unsafe working practice/conditions.
- Maintain a safe and healthy working environment, by ensuring all health and safety policies and procedures are fully implemented and consistently applied and carrying out suitable and sufficient risk assessments.

The above list is not exhaustive and your role will certainly change over time reflecting the changing needs and activities of the organisation and our commitment to making best use of technology and improving the way we do things. You must therefore be

committed to personal development, adapting to and welcoming change and making continuous improvements in the efficiency and effectiveness of our use of resources.

All colleagues are encouraged to not ignore work at the boundaries of their specific role, by taking “ownership” of any issue with which they become involved, ensuring that all matters are brought to a satisfactory conclusion. This includes identifying any risks involved in the day to day responsibilities of the role and taking action to mitigate those risks.

Essential and Desirable Skills & Experience

<p>Essential criteria:</p> <p>Demonstrable considerable experience in:</p> <ul style="list-style-type: none"> - Strategic Asset Management. - Developing and maintaining property information management systems and databases to maintain regulatory compliance. - Developing, controlling, validating and reconciling high quality core property data - Developing and reconciling large investment plans and budgets in social housing - Targeting and delivering improvements in the sustainability of property assets. <p>Ability to understand, interpret and present complex property data.</p> <p>A proven record of developing a team.</p> <p>Knowledge of current and emerging challenges in the field of asset management and customer safety.</p> <p>Full driving license</p>	<p>Desirable criteria:</p> <p>Chartered status in a relevant discipline</p> <p>Degree level qualification (or equivalent) in a related discipline</p> <p>Demonstrable considerable experience in:</p> <ul style="list-style-type: none"> - The development and delivery of stock appraisal and sustainability tools, including the use of these to maximise the financial return and wider social value of our assets. <p>Demonstrable record of CPD and a willingness to attend courses or private study that will maintain and increase the knowledge and understanding of the responsibilities (including legislative) of this role.</p>
---	---

Signed by Post holder..... Date

Signed by Manager Date

Values	
Value	Expectation
Customer Focused	We understand our customers and champion customer focus.
Trusted	We uphold the highest standards of integrity in all our actions, we are personally accountable and deliver what we say we will do.
Respect for People	We respect our tenants and customers and recognise them as individuals. We value our colleagues, encourage their development and reward their performance.
Leadership	We provide strong and transparent leadership, supported by clear decision-making which is evidence-based and outcomes-focused.
Collaborative	We collaborate to help meet the needs of tenants and customers, partners and the wider North East.
Competencies	
Competency	Expectation
Delivering the Vision	Articulate and support Bernicia's vision.
External Awareness	Keep abreast of key policies and social trends that affect your area of responsibility; understand how short- and long-term plans impact on your function.
Individual Leadership	Exhibit strong leadership skills.
Value for Money	Maximise allocated resources and deliver results.
Working In Partnership	Identify and maintain effective relationships with colleagues and stakeholders.
Resilience /Determination	Deal effectively with pressure, maintain focus and intensity and remain optimistic and persistent even under adversity.
A Customers Centred Culture	Listen to and understand customers, anticipate their needs and give a high priority to customer satisfaction.

Risk	Recognise and be willing to take calculated risks in line with Bernicia's risk culture.
Change	Be open to change and adjust rapidly to new situations instilling confidence in others.
Building Capacity	Ensure the team's knowledge and skills set are current and evolving.
Communication	Keep people well informed and communicate messages clearly and concisely.
Team Building	Create an environment that builds trust and open communication. Inspire, motivate and guide others to achieve objectives.

