

# **Property Division**

## Structure and Contacts

**Jonathan Fearn**  
Head of Property

### **Strategic Asset Management Team**

**Stephen Morgan**

Strategic Asset Manager

07789 371168

01267 246247

Asset Management Planning  
Property Review & Collaboration  
Renewable Energy / Energy Management  
Property Records / Terrier  
Asset Register / Asset Valuations  
Corporate Building Management  
Facilities Management / Caretaking / Cleaning  
Administrative Buildings / Depots  
Space Utilisation / Agile Working  
Rural Estate / Livestock Markets  
Industrial Estates / Office Lettings  
Asset Transfer Programme  
Property Negotiations

### **Property Design Team**

**Hywel Harries**

Property Design Manager

07880 504101

01267 228255

Property Design  
New Build & Construction  
Project Management  
Quantity Surveying  
Architecture  
Regional Construction Framework  
Regional Professional Services Framework  
Carmarthenshire Homes Standard Works  
New Buildings / Major Extensions  
Government Soft Landings (GSL)  
Building Information Management (BIM)

### **Property Maintenance Team**

**Jason G Jones**

Property Maintenance Manager

07880 504117

01267 225815

Housing and Non-housing Maintenance  
Responsive, Cyclical & Planned Maintenance  
Boiler / Lifts / Electrical works  
Minor Works & Improvements  
Mechanical & Electrical Works  
Property Maintenance Procurement  
Property Compliance & Condition  
Housing Lettings & Void Works  
Property Health & Safety  
Fire Risk Assessments  
Asbestos Testing & Management  
Legionella Testing & Management  
Radon Testing & Management  
Electricians / Plumbers / Handyman

# Strategic Asset Management Team

## Structure and Contacts

**Stephen Morgan**

Strategic Asset Manager

<p><b>Emily Hughes</b> Senior Asset Management Surveyor 07760 551387 01267 246767</p> <p><i>Asset Management Planning Space Utilisation Property Review Property Records Asset Register AssetManager.net Asset Valuations Asset Transfer Property Negotiations Rural Estate / Farms Rating &amp; Insurance Valuations</i></p>	<p><b>Kendal Davies</b> Sustainable Development Manager 01267 228351</p> <p><i>Sustainable Development Renewable Energy Energy Management Energy Contracts Energy Reduction Re:Fit / Salix Programmes</i></p>	<p><b>Paul Gregory</b> Estates Manager (Corporate Buildings) 07917 233172 01267 246369</p> <p><i>Administrative Buildings Depots Agile Working Facilities Assistants Premises Responsible Persons</i></p>	<p><b>Sonia Qualters-Jones</b> Estates Manager (Managed Property) 07919 592610 01267 246263</p> <p><i>Industrial Estates Offices &amp; Workshops Livestock Markets</i></p>	<p><b>Doug Shaw</b> Cleaning Services Manager 07880 504089 01267 246482</p> <p><i>Cleaning Services</i></p>
---	---	---	--	---

# Property Design Team

## Structure and Contacts

**Hywel Harries**  
Property Design Manager

<p><b>Andy Griffiths</b> Major Works Programmes &amp; Budgets Manager</p> <p>07827 883352 01267 228266</p> <p><i>Quantity Surveying Building Cost Control Programme Delivery</i></p> <p><i>Carmarthenshire Homes Standard Work Programmes</i></p> <p><i>Procurement and Management of Regional Frameworks</i></p> <p><i>Feasibility Studies</i></p>	<p><b>Andrew Morris</b> Specialist Services Team Leader</p> <p>07766 464730 01267 225817</p> <p><i>Mechanical Design Electrical Design Clerks of Works</i></p>	<p><b>Andrew Tidy</b> Principal Designer &amp; Delivery Manager</p> <p>01267 228186</p> <p><i>Architectural Design Team: Projects design and development through to the appointment of contractors</i></p> <p><i>Projects Delivery Team: the delivery of projects on site through to final handover, including the Government Soft Landings stage</i></p> <p><i>CDM and Project Management</i></p>
---	--	--

## Property Maintenance Team Structure and Contacts

**Jason G Jones**

Property Maintenance Manager

<p><b>Emyr Phillips</b> Contracts &amp; Performance Manager</p> <p>07880 504187 01267 225854</p> <p><i>The development, procurement and management of contracts required for the Property Maintenance Team</i></p> <p><i>Verification of housing stock against the Welsh Quality Home Standard; Systems Development; Performance Indicators; Financial Management</i></p>	<p><b>Neil Evans</b> New Homes Team Manager</p> <p>01554 784610</p> <p><i>New Homes Team Housing Voids Housing Lettings</i></p> <p><i>Voids Inspectors Maintenance Technicians</i></p> <p><i>Work to be delivered by a mixture of in-house teams and external contractors</i></p>	<p><b>Chris Derrick</b> Responsive Works Manager</p> <p>07880 504389 01554 784133</p> <p><i>Housing and Non-housing Responsive and Preventative Maintenance Works</i></p> <p><i>Maintenance Inspectors Maintenance Technicians HandyVan Service</i></p> <p><i>Work to be primarily delivered by in-house teams</i></p>	<p><b>Kelvin Howell</b> Building Manager (Minor Works)</p> <p>07919 415445 01267 225819</p> <p><i>Housing and Non-housing Improvements and Minor Works not notifiable to the HSE under CDM</i></p> <p><i>Building, Mechanical and Electrical Specialists</i></p> <p><i>On-site work to be primarily delivered by external contractors</i></p>	<p><b>Andrew Rees</b> Principal Compliance &amp; Condition Manager</p> <p>07880 504108 01267 228110</p> <p><i>Regulatory compliance of the Council's buildings</i></p> <p><i>"One Property" approach to compliance and condition</i></p> <p><i>Asbestos / Legionella / Fire Safety / Radon / Disabled Access</i></p>
---	---	--	---	--