

PROPERTY AND FACILITIES MANAGEMENT

SERVICE PLAN 2007/10

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Name of Service and Directorate		
Property & Facilities Management – Corporate Resources		
1 Key Service responsibilities		
<p>The Property and Facilities Management section (PFM) provides a wide range of professional and technical advice to Members, client departments and the public on property and sustainable energy related matters. The section also develops construction-related schemes from feasibility and design stages through to tendering and on site project management. PFM operations can be identified in four distinct areas – Facilities Management, Building Surveying, Valuation & Estate Management and Sustainable energy. A dedicated administrative team supports these sections.</p>		
2 Related Strategies and Plans		
Plan	Service	Officer Responsible
Community Safety	DSS - Corporate Development	George Robertson
District Plan	DLE - Development Control	Peter Brooker
Housing Strategy & HRA Business Plan	DHH - Housing Policy	Howard Beresford
Capital Strategy & Asset Management Plan	DCR - Property & Facilities Management	Nick Dimbleby
Energy Action Plan	DCR - Property & Facilities Management	Nick Dimbleby
3 Specific Targets linking to Policy Priorities, Objectives and Activities		
<p>2.1.2.1 - Strive to improve energy efficiency in all operational property 2.1.2.2 - Employ water efficient technology on council owned property 2.1.2.3 - Strive to improve energy efficiency in all housing stock 2.1.2.4 - Provide advice and access to funding 2.1.3.1 - Purchase 'green' energy 2.1.3.3 - Employ renewable energy technology on council owned property 2.1.3.4 - Provide advice to facilitate renewable energy technology on private property 3.4.4.1 - Apply agreed Best Value Review policies 3.3.5.1 - Ensure appropriate use of premises</p>		

3.1 Other Specific Targets
<p>2006-2007 Capital Programme to be substantially completed with minimum of rephrasing required into 2007-2008 programme. Update Asset Management Plan resulting in the revised AMP integrated with Capital Strategy. Condition surveys completed and maintenance programmes prepared. Maintenance programmes included in medium-term financial plan 2007-2010.</p> <p>The Council has signed the Nottingham Declaration and has signalled its wish to encourage the use of sustainable and renewable energy not only within its own premises, but also in the district as a whole. Various schemes and initiatives will be developed to support this aim.</p>
3.2 Projects
Delivering the Capital Investment Programme
4 Performance Management
<p>Local Performance Indicators</p> <ul style="list-style-type: none"> - Provision of valuation within one month of receipt of valid RTB1 form. - Preparation of conveyance plans under the Right to Buy legislation to be prepared within one month of acceptance of offer by the purchaser. <p>Provision of key performance indicators on Energy Consumption within Council owned premises</p>
4.1 Other Performance Measures
Building Surveying staff operate a job timesheet system to aid the monitoring of output performance and internal costing.
5 3 Year Overview of the Service
<p>At the time of writing, the proposed split of staff joining the capital programme team of THRIVE and those remaining in PFM is subject to final Committee approval. Assuming agreement to the proposals, the restructured PFM team will continue to provide professional valuation services to the Council including, management, acquisition and disposal of property assets. Portfolio performance will continue to be a high priority for the section. The remaining building surveying service will continue to provide design, tender and project management expertise but limited to admin buildings and leisure properties. If stock transfer succeeds, the associated income to the Council is likely in part to be used for a range of projects, many involving construction. This group of staff is seen as being at the core of future work in this area.</p> <p>Facilities management and mechanical and electrical engineering services will continue to remain a fundamental part of PFM. Much of the work undertaken is not readily seen – maintenance of equipment, fire alarms, statutory testing of electrical and gas services, prevention of legionella, removal and containment of asbestos etc are all crucial to the safe operation of the Council's buildings, keeping the public and staff safe.</p> <p>The most dramatic change is likely to be seen in the field of energy, or more particularly, in the direction the Council has signalled it wishes to move in encouraging the use of renewable and sustainable energy. To some extent, all parts of PFM will be pushing the sustainable agenda in its day to day design and commissioning work.</p> <p>The award of Charter Mark in August has given the group a justifiable pride in the quality of its service provision across all areas of its operation.</p>

6 Resources			
6.1 Staff			
Job Title	Grade	No.	FTE
Property and Facilities Manager	MG3	1	1
Mechanical and Electrical Engineer	MG2	1	1
Chief Valuer	MG2	1	1
Assistant Valuer	PO1-4	1	1
Terrier Officer	SC6	1	1
Energy Officer	S01	1	1
Building Surveyor	Scale 6 - PO9-12	2	2
Admin Assistant	SC4	1	1
Admin Assistant (part time)	SC2-3	1	0.6
TOTAL		10	9.6
6.2 Budget – See Appendix A			
6.3 Assets			
The service uses accommodation on the 1st floor west wing of Three Rivers House.			
6.4 Technology:			
All staff has access to the centrally provided Microsoft office suite of software. In addition, designated staff has access to the central financial information system, the environmental controls systems and specialist information systems e.g. Academy. B.M.S. Asbestos Register etc.			
6.5 Partnerships:			
Initial investigation was undertaken with a view to considering partnering with external consultants/other local authorities for the provision of building surveying services to reduce the delays in the delivery of the capital building programme. Improvement in delivery from input by additional staff, on-time instructions from main client together with the developments leading to the transfer of the housing stock has ruled out further investigation at the present time. A new partnership agreement has been signed with the Milton Keynes Energy Agency (February 2006) thus allowing the Council access to a wide range of specialist expertise in support of its declared aims of promoting sustainable and renewable energy sources.			

7 Stakeholder Consultation
<p>PFM carries out regular consultation with various tenants groups and residents, both directly and in partnership with client departments. <u>This year</u>, a second consultation with the Council's 80 commercial shopkeepers was undertaken. The aim of the exercise was to gather information from this important group of tenants to establish their views on how the commercial estate was being managed and to seek suggestions as to how improvements could be introduced to aid their trading and viability. Other areas of consultation are regularly undertaken, particularly at the design stage of schemes. This practice was acknowledged by the Inspector during our recent Charter Mark accreditation.</p> <p>Technical consultation is being introduced into the client liaison area on Energy related matters. It is anticipated that this early consultation work will yield valuable operational savings into the project design and operational process.</p>
8 Continuous Improvement
See Performance Indicators above. The section has won a further national award this year - Green Heroes 2006 for the work it has undertaken in support of environmental projects and has been awarded Charter Mark accreditation.
9 Risk Assessment – See Appendix B
10 Equalities – See Appendix C
11 Workforce Planning – See Appendix D
12 Growth Bid – See Appendix E
13 Capital Items – See Appendix F

1217 Travellers Discretionary Supplies & Services Central Dept & Tech Support	2005/06 Actual £	2006/07 Original £	2006/07 Revised £	2007/08 Original £	2008/09 Forecast £	2009/10 Forecast £
	660	0	0	0	0	0
	29,094	0	0	0	0	0
	29,754	0	0	0	0	0
1228 Energy Efficiency Discretionary Supplies & Services Central Dept & Tech Support	2005/06 Actual £	2006/07 Original £	2006/07 Revised £	2007/08 Original £	2008/09 Forecast £	2009/10 Forecast £
	7,955	7,000	7,000	17,000	17,000	17,000
	37,241	37,230	90,730	89,930	92,220	94,630
	45,196	44,230	97,730	106,930	109,220	111,630
1235 Miscellaneous Properties None Premises Supplies & Services Central Dept & Tech Support Capital Financing Charges Income-External	2005/06 Actual £	2006/07 Original £	2006/07 Revised £	2007/08 Original £	2008/09 Forecast £	2009/10 Forecast £
	12,652	16,730	22,240	23,430	22,760	23,060
	17,911	22,560	22,560	22,560	22,560	22,560
	25,452	35,890	72,210	73,990	76,050	78,120
	131,870	161,520	23,260	23,260	23,260	23,260
	(114,258)	(122,950)	(122,950)	(122,950)	(122,950)	(122,950)
	73,627	113,750	17,320	20,290	21,680	24,050
1291 Three Rivers House None Premises Supplies & Services Central Dept & Tech Support Capital Financing Charges Income-External Income-Recharges	2005/06 Actual £	2006/07 Original £	2006/07 Revised £	2007/08 Original £	2008/09 Forecast £	2009/10 Forecast £
	452,071	432,770	427,210	453,370	465,340	480,210
	16,836	15,060	18,960	16,060	16,060	16,060
	98,843	100,250	254,510	257,450	261,570	266,180
	332,330	329,550	68,330	68,330	68,330	68,330
	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
	(865,079)	(842,630)	(734,010)	(760,210)	(776,300)	(795,780)
	0	0	0	0	0	0
1292 Basing House None Premises Supplies & Services Central Dept & Tech Support Capital Financing Charges Income-External Income-Recharges	2005/06 Actual £	2006/07 Original £	2006/07 Revised £	2007/08 Original £	2008/09 Forecast £	2009/10 Forecast £
	8,406	16,000	20,780	21,710	22,250	22,700
	406	1,260	1,260	1,260	1,260	1,260
	45,881	38,590	36,850	37,060	37,900	38,860
	41,920	41,540	10,800	10,800	10,800	10,800
	(6,202)	(8,610)	(8,610)	(8,610)	(8,610)	(8,610)
	(90,410)	(88,780)	(61,080)	(62,220)	(63,600)	(65,010)
	0	0	0	0	0	0
1294 Oxhey Drive None Premises Supplies & Services Central Dept & Tech Support Capital Financing Charges Income-Recharges	2005/06 Actual £	2006/07 Original £	2006/07 Revised £	2007/08 Original £	2008/09 Forecast £	2009/10 Forecast £
	14,265	24,580	23,190	13,130	13,300	13,480
	2,604	2,550	3,350	2,800	2,800	2,800
	2,461	2,480	16,600	16,560	16,940	17,360
	7,830	7,760	2,000	2,000	2,000	2,000
	(27,161)	(37,370)	(45,140)	(34,490)	(35,040)	(35,640)
	0	0	0	0	0	0

1470 Allotments	2005/06	2006/07	2006/07	2007/08	2008/09	2009/10
Discretionary	Actual	Original	Revised	Original	Forecast	Forecast
	£	£	£	£	£	£
Central Dept & Tech Support	11,321	0	0	0	0	0
Income-External	0	0	0	0	0	0
	11,321	0	0	0	0	0

3234 Valuers	2005/06	2006/07	2006/07	2007/08	2008/09	2009/10
None	Actual	Original	Revised	Original	Forecast	Forecast
	£	£	£	£	£	£
Employees	119,179	121,470	125,790	129,560	133,280	137,130
Transport	5,572	5,490	5,490	5,490	5,490	5,490
Supplies & Services	1,713	1,800	1,800	1,800	1,800	1,800
Central Dept & Tech Support	109,716	112,800	161,550	166,870	171,910	176,450
Income-External	(4,495)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
Income-Recharges	(231,685)	(238,560)	(291,630)	(300,720)	(309,480)	(317,870)
	0	0	0	0	0	0

3237 Surveyors	2005/06	2006/07	2006/07	2007/08	2008/09	2009/10
	Actual	Original	Revised	Original	Forecast	Forecast
	£	£	£	£	£	£
Employees	376,068	413,320	401,960	441,250	454,250	467,650
Transport	15,393	19,050	19,050	19,050	19,050	19,050
Supplies & Services	53,273	51,980	51,980	51,980	51,980	51,980
Central Dept & Tech Support	174,973	177,330	136,870	137,150	140,260	143,460
Income-External	(2,284)	0	0	0	0	0
Income-Recharges	(617,423)	(661,680)	(609,860)	(649,430)	(665,540)	(682,140)
	0	0	0	0	0	0

Property & Facilities	2005/06	2006/07	2006/07	2007/08	2008/09	2009/10
3238 Manager	Actual	Original	Revised	Original	Forecast	Forecast
None	£	£	£	£	£	£
Employees	211,249	214,370	220,760	221,800	228,360	235,150
Transport	6,033	5,410	5,410	5,410	5,440	5,440
Supplies & Services	17,654	21,540	26,040	21,540	21,540	21,540
Central Dept & Tech Support	38,475	68,950	66,170	67,110	68,590	70,300
Income-Recharges	(273,411)	(310,270)	(318,380)	(315,860)	(323,930)	(332,430)
	0	0	0	0	0	0

159,898	157,980	115,050	127,220	130,900	135,680
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RISK REGISTERService Plan : **PFM - DCR**

Risk Ref	Risk	Impact	Likelihood	Risk Tolerance Requires Treatment Yes/No	Next Milestone Date	Next Review Date
1	Insufficient Staff	III	D	Yes	None	Apr 2007
2	Total failure of IT systems	III	D	Yes	Sept 2007	Sept 2007
3	Loss of Accommodation	III	D	Yes	Mar 2007	Mar 2007
4	Failure of Contractor	II	D	Yes	Mar 2007	Mar 2007
5	Authority fails to give a lead on sustainability	IV	D	Yes	Monthly	Monthly

DCR – PROPERTY AND FACILITIES MANAGEMENT

	Risk	Vulnerability	Cause/Trigger	Impact	Impact Classification	Likelihood Classification
1	Insufficient staff	We are unable to obtain proper surveying and valuation advice. The Council fails to deliver its revenue and capital construction programmes. There is a history of capital programme rephrasing.	Staff leave Notification of a long term sickness Construction industry at capacity. With only two building surveyors - even less opportunity to cross cover in new PFM.	Service Disruption	III	C
				Financial Loss	III	
				Reputation	IV	
				Legal Implications	III	
				People	I	
				Suitably qualified staff is in short supply. Temporary staff can be obtained but at a high cost. Turnover has been low but recruitment difficult.		
2	Failure of ICT Systems	IT system fails and necessary data and documentation is not available electronically	System down Failure of software company	Service Disruption	III	D
				Financial Loss	III	
				Reputation	III	
				Legal Implications	III	
				People	III	
				<p>Although the likelihood of losing ICT Systems is considered low, in the event of it happening, the Business Continuity Plan determines timescales within which the systems should be made available in order to avoid a significant impact. For this service those timescales are:-</p> <p>Project Management of Capital Schemes - 5 days Facilities Management of Sheltered Accommodation, Administrative Buildings and Leisure Venues - 5 days Commercial Property Portfolio - 5 days Energy Invoices - 5 days RTB Surveys - 5 days Travellers - 5 days</p>		

	Risk	Vulnerability	Cause/Trigger	Impact	Impact Classification	Likelihood Classification
3	Loss of Accommodation	Office accommodation becomes unavailable and staff have nowhere to work. Records could be destroyed.	Fire, flood or other natural disaster, explosion etc.	Service Disruption	III	D
				Financial Loss	III	
				Reputation	III	
				Legal Implications	III	
				People	III	
				Although the likelihood of losing accommodation is considered low, in the event of it happening, the Business Continuity Plan determines timescales within which accommodation should be made available in order to avoid a significant impact. For this service those timescales are:- Project Management of Capital Schemes - 10 days Facilities Management of Sheltered Accommodation, Administrative Buildings and Leisure Venues - 5 days Commercial Property Portfolio - 10 days Energy Invoices - 10 days RTB Surveys - 5 days Travellers - 48 hours		
4	Failure of Contractor	Contractor goes into liquidation during contract or fails to deliver within budget and on time	Work ceases or is considerably delayed. Contract costs spiral	Service Disruption	II	D
				Financial Loss	II	
				Reputation	II	
				Legal Implications	I	
				People	I	
				We carry out technical (Construction Line) and financial appraisals (Dunn & Bradstreet) of contractors prior to awarding larger contracts and often insist upon a bond. Payments are made in arrears and in instalments. Surveyors are trained in project management. Budgetary Control and capital programme monitoring should pick up problems early.		
5	Authority fails to give a lead on sustainability	The authority fails to lead by example on sustainable initiatives and does not provide the opportunities for residents to take advantage of, for example, energy saving measures	Lack of awareness of current initiatives. Failure of the partnership with Milton Keynes Energy Agency (MKEA).	Service Disruption	III	D
				Financial Loss	II	
				Reputation	IV	
				Legal Implications	II	
				People	I	
				The Council can place some reliance on its partnership with the MKEA to supply the support needed.		

Likelihood ↑	A				
	B				
	C			1	
	D	4	2, 3	5	
	E				
	F				
		I	II	III	IV
	Impact →				

Impact
V = Catastrophic
IV = Critical
III = Significant
II = Marginal
I = Negligible

Likelihood
A = >98%
B = 75% - 98%
C = 50% - 75%
D = 25% - 50%
E = 2% - 25%
F = <2%

Enter Risk number in matrix (left) against the highest impact classification for the risk and the appropriate likelihood classification taken from the table above.

	Risk	Existing Control	Adequacy of Control	Action Required	Responsibility	Critical Success Factor	Key Dates	Review Date
1	Insufficient staff	Staff appraisal scheme allows discussion of career development. Training and development needs are identified to encourage staff not to leave.	All appraisals have been completed on time and training needs identified. One member of section has been recruited in last three years.	Keep up to date with comparable salaries and recommend market factor payments if appropriate. Keep up to date contacts with appropriate agencies.	Accountancy Manager	Only if it is necessary to recruit and we are successful in a short space of time.	None	April 2007
2	Failure of ICT Systems	See Business Continuity Plan and Disaster Recovery Provision	Business Continuity Plan yet to be finalised and tested. Disaster Recovery service is tested annually (last test December 2004 – revealed delay in rebuilding systems at test centre, this has now been addressed)	Business Continuity Plan to be finalised and tested. Disaster Recovery Service will be tested again during 2006. Options for future arrangements will be reconsidered in the light of the Business Continuity Plan to take effect from April 2006.	ICT Officer (TC)	Plan will have been successfully tested.	Sept 2005 (options) Apr 2006 (start)	Oct 2006

	Risk	Existing Control	Adequacy of Control	Action Required	Responsibility	Critical Success Factor	Key Dates	Review Date
3	Loss of Accommodation	See Business Continuity Plan	None. Plan yet to be put in place or tested	Plan to be put in place and tested	Property & Facilities Manager	Plan will have been successfully tested.	March 2007	March 2007
5	Authority fails to give a lead on sustainability	Partnering arrangement with MKEA. There is an officer Sustainability Group currently chaired by the Chief Executive which monitors all areas of sustainable and renewable activity.	Monthly meetings of the Sustainability Group and regular contact with MKEA mean that any potential issues or problems are picked up at an early stage giving a fair degree of confidence in this control.	Continue to monitor current situation.	Chief Executive and Property Facilities Manager	Self-assessment against the benchmark provided by the Energy Agency.	Monthly review via Sustainability Group	Monthly review via Sustainability Group

Service: Property & Facilities Management - DCR**Impact Assessment Reviews**

Service Area	Lead Officer	Review Completion Date
PFM	Nick Dimbleby	

Service Equalities Objectives 07/08	Targets	Review process	Review date	Resources	Lead officer	Relevant Equalities Groups
Promoting Equality In Service Delivery						
Prepare and distribute Commercial Tenants' questionnaire - monitor (and if necessary) investigate returns concerning issues relating to race and religion.	All responses to be reviewed.	Team review and referral (if necessary) to Equality Officer Group	September 2007	In-house team	Roland Childerhouse	<input checked="" type="checkbox"/> Race <input type="checkbox"/> Gender <input type="checkbox"/> Disability <input type="checkbox"/> Age <input checked="" type="checkbox"/> Religion <input type="checkbox"/> Sexual Orientation
To monitor complaints concerning poor access to commercial properties from the public.	Follow up any complaint with site inspection and preparation of an appropriate report to Committee (if necessary)	Demand led.	Annual review of portfolio	In-house team	Nick Dimbleby	<input type="checkbox"/> Race <input type="checkbox"/> Gender <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Age <input type="checkbox"/> Religion <input type="checkbox"/> Sexual Orientation
Promoting Equality Of Opportunity In Employment & Training						
To ensure those staff dealing in specialist areas of work, e.g. DDA assessment, are in receipt of the correct training and are appropriately resourced.	Training courses identified and staff attend as required.	Annual appraisal	Summer 2007	Within current training budget	Nick Dimbleby	<input type="checkbox"/> Race <input type="checkbox"/> Gender <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Age <input type="checkbox"/> Religion <input type="checkbox"/> Sexual Orientation
						<input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Gender <input checked="" type="checkbox"/> Disability <input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Religion <input checked="" type="checkbox"/> Sexual Orientation

PROPERTY & FACILITIES MANAGEMENT

WORKFORCE PLANNING

Section 1 - Workloads

This service plan has been written on the assumption that the proposed transfer of former PFM staff to the new capital team of THRIVE Housing will proceed through forthcoming committee round without change. On this basis the "new" PFM will be structured as follows under the direction of the Property & Facilities Manager:

Valuation and Estate Management.

The group will comprise the Chief Valuer, Assistant Valuer and Terrier Officer. The main duties remain the professional management of the Council's landed property portfolio including, acquisition, management and disposal and the continuing development of the Council's Asset Management Plan. Valuations under the Right to Buy will continue at least until such time as the stock is formally transferred, and thereafter perhaps by way of a service agreement? Entrepreneurial activity remains a top priority and recent successes have generated several hundred thousand pounds of welcome income.

Facilities Management and Electrical Engineering

The Mechanical and electrical engineer and dedicated admin assistant carry out these operations. The work involves the planned maintenance organisation for the Council's operational buildings and covers such items as fire alarm systems, electrical and gas safety, prevention of legionella, removal and containment of asbestos, other statutory testing etc. General maintenance including heating, lighting, lift maintenance also fall within the purview of this group.

Building Surveying.

It is proposed that two building surveyors remain with PFM. The duties will be similar to those currently undertaken, i.e. the design, procurement and project management of construction related schemes. The difference will be that from now on, work will be undertaken only on general fund properties - mainly admin buildings and leisure venues.

Energy.

The Council has signalled that it wishes to make a substantial impact in the community by encouraging and endorsing the use of renewable and sustainable energy wherever possible. The energy officer will be supported by the PFM who will drive this area of development forward with keen support from the Chief Executive and leading Members.

Options and Preferred Solution

The mix and level of staff resources has been carefully established over many years of operating under a fee earning regime. The transfer of staff to THRIVE has been based upon careful consideration of the division of work previously undertaken and the fee earning generated over several years. It is felt that the split now agreed will provide a workable balance of surveying resources for the two operations pending stock transfer post a successful vote.

Section 2 – Other Employee / Capacity Considerations

The project building surveyors are employed on a career grade scale which in theory allows for the development of the individual from a pre-final qualification level through to a fully chartered and experienced professional. In reality all appointments in recent years have been of fully qualified and experienced personnel. This in part has been due to market availability, but primarily because the capacity did not exist in the office to foster any on the job training. This is disappointing, but the situation is not likely to change over the immediate future. Some scope may be available to bring on less qualified staff within the greater resources of THRIVE in due course.

PROPERTY & FACILITIES MANAGEMENT SERVICE PLAN

FINANCIAL PLANNING – REVENUE GROWTH BIDS, SAVINGS & EFFICIENCY GAINS

	Links to Priorities	Cost Centre Code	2007/08 £	2008/09 £	2009/10 £
New Developments or Operations during the planning period <i>Subject to approval by Council as part of the budget setting process:</i>					
Three Rivers House Increase in general maintenance – planned maintenance contract increases, fire precaution works (new legislation)		1291	12,000	12,000	12,000
Three Rivers House Carpet Replacement		1291	5,000	0	0
Energy Efficiency Council's sustainable energy campaign will necessarily involve additional printing, advertising, and other associated cost centre expenditure to promote the various schemes	2.1.2.4 2.1.3.2 2.1.3.4	1228	2,500	2,500	2,500
Property & Facilities Manager Health & Safety Budget – Regular calls for money requires budget availability on immediate basis		3238	8,000	8,000	8,000
Total			27,500	22,500	22,500
Cashable Efficiency Gains – <i>New On-going Savings now identified to contribute towards the £150,000 p.a. target required by the Three-Year Medium-Term Financial Plan (£12,500 per service):</i>					
None		-	0	0	0
Total			0	0	0
Non-Cashable Efficiency Gains: <i>New On-Going savings now identified to contribute towards the total 2.5% efficiency gains to be included in future Annual Efficiency Statements (£20,000 per service):</i>					
None		-	0	0	0
Total			0	0	0

Savings <i>Savings proposed from reductions in service levels subject to approval by Council during budget setting process:</i>					
None	-	-	0	0	0
Total			0	0	0
Memorandum: <i>Efficiency Gains already Identified and included in the Annual Efficiency Statement and Three Year Medium Term Financial Plan Projections:</i>					
Cashable					
1235		1235	(4,500)	(4,500)	(4,500)
3237		3237	(17,000)	(17,000)	(17,000)
Non Cashable					
None		-	0	0	0
Total			(21,500)	(21,500)	(21,500)

PFM

CAPITAL BIDS

Scheme Name	New Scheme	Capital				Revenue				Safe	Sustainable	Prosperous	Healthy	Corporate Governance	Statutory	National Priority	Local Priority	Contractually Committed	Provision of Community Support	Provision of New Facilities	Protection of Assets	Property and Facilities Management
		2007/08	2008/09	2009/10	Future Years	2007/08	2008/09	2009/10	Future Years													
		£	£	£	£	£	£	£	£													
None																						
Renewal of Penn Chamber cooling condensers		62,150									2.1.2.1				N	N	N	N	Y	N	Y	✓
TRH - CCTV upgrade		22,650	5,650			800	200				1.1.1.1				N	N	N	N	Y	Y	Y	✓
Supply of water - allotments		5,000											4.2.1.1		N	N	N	N	Y	Y	Y	✓
South Oxhey Area Office - Customer reception improvement works		31,640										3.1.1 3.2.4			N	N	N	N	N	N	Y	✓

Appendix F

South Oxhey Area Office - Boiler renewal				5,085							2.1.2.1				N	N	N	N	N	N	Y	✓
Basing House Boiler renewal				6,780							2.1.2.1				N	N	N	N	N	N	Y	✓
Basing House Fire Alarm		7,910				200	200	200	200						N	N	N	N	N	N	Y	✓
Three Rivers House Lighting upgrade		29,380	29,380	29,380	58,760						2.1.2.1				N	N	N	N	N	N	Y	✓
Three Rivers House Upgrading of intruder alarm to comply with ACPO		6,780				250	250	250	250						N	N	N	N	Y	N	Y	✓
Three Rivers House Cloakroom upgrade – final phase East Wing		33,900									2.1.2.2				N	N	N	N	N	N	Y	✓
Three Rivers House Replacement of humidifiers – Penn Chamber + West Wing		28,250									2.1.2.2				N	N	N	N	N	N	Y	✓
Three Rivers House Renewal of fire dampers		16,950											4.4.3		N	N	N	N	N	N	Y	✓
Three Rivers House Lift part replacement		13,560											4.1.2		N	N	N	N	N	N	Y	✓

Appendix F

Three Rivers House Portable fire-fighting appliance replacement			7,910										4.4.3		N	N	N	N	N	N	Y	✓
Three Rivers House Replacement of air handling fan motors				39,550							2.1.2.1				N	N	N	N	N	N	Y	✓
Three Rivers House Replacement of external light fittings				10,170							2.1.2.1				N	N	N	N	N	N	Y	✓
Furtherfield Depot Replacement of failing cable and split of mains electricity supply – new single phase supply to Council storage premises			1,695									3.2.1			N	N	N	N	Y	N	Y	✓
Furtherfield Depot Replacement of failing cable and split of mains electricity supply – 2 x new 3 phase supply to commercial tenants' properties			6,215									3.2.1			N	N	N	N	Y	N	Y	✓

Replacement and upgrade of electrical mini pillars and RCD timer control equipment to the High Street festive decorative electrical supply		5,650				150	150	150	150			3.2.1			N	N	Y	N	Y	N	Y	✓
Renewal of heating boilers and ancillary equipment. Decentralise service by providing stand alone wall mounted condensing boiler to the Nursery demise to provide both heating and hot water.		62,150									2.1.2.1				N	N	N	N	Y	N	Y	✓