

Corporate Property 2020

News for Corporate Property employees

ISSUE NUMBER 6 / August 2019

In July the council's cabinet approved a report which established a new senior management team for Corporate Property. The report also established the new structure for the division with six sections:

- Asset management
- Estate management
- Facilities management
- Property management
- Projects
- Business services

There's more information on what property maintenance and projects will do in this newsletter. In previous editions we've set out what each of the other sections will do. You can

find copies of these newsletters on our website – derbyshire.gov.uk/corporateproperty2020.

We are now working towards our next cabinet report for September which is a procurement strategy and business case. This will set out how we are going to deal with the parts of the service that will be run by other organisations. We'll let you have more information on this once the report has been agreed by cabinet.

Dave Massingham
Director of Property

Projects

The Projects section will manage any construction related work that involves something new, like a new roof or new building.

This includes minor works and planned maintenance projects. It also includes projects delivered with Disabled Facilities Grants. These are small scale adaptations to houses, delivered by small local contractors in partnership with district councils across Derbyshire. These jobs are important to small local Derbyshire contractors and in our new operating model the council will continue to support these small businesses.

Projects require good project management in order to be successful. This is to make sure projects are delivered on time, to budget and to the standard the customer is expecting.

The Projects section will be responsible for project management and by increasing its resources and skills in this area it will ensure all

projects are managed in the same way and following best practice.

When a large project is undertaken there are two main stages. Firstly, 'feasibility' – this is the initial stage of a project, when the scope and value of the project is agreed with the customer. This may need technical advice such as architecture, quantity surveying and engineering. Getting this stage right is important as this is the first step to ensuring value for money is achieved. The second stage is, 'detailed design and construction. The Projects sections will provide project management, clerk of works and access to some technical expertise. It will also manage the third party contractors.

When a contractor is appointed, the Council will use a 'framework' to appoint a contractor. A framework is a list of contractors that have been approved and selected and can easily be appointed by the council to do a certain job. An example of a framework are those managed by Scape, which is partly owned by Derbyshire County Council.

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Property Maintenance

Keeping people safe in buildings that they live in, visit or work is extremely important to any organisation including the council.

For us this means that the gas and electrical services in a building are safe, as are fire alarms, emergency lighting, lifts, roller shutter doors and many other parts of a building. We also need to manage asbestos in buildings and check for legionella in our water systems. And we have a duty to ensure trees on council land are safe. We call these duties 'Statutory Compliance', and in the future will be managed by the Property Maintenance section.

When Ernst Young completed their report in February they identified repairs and maintenance as a 'non-core' function making externalisation a possibility. However, with high levels of backlog maintenance and a need for better asset management, they recommended that it would be beneficial to keep some repair and maintenance capacity in house.

This means Property Maintenance will continue to look after reactive maintenance projects.

Mobile maintenance operatives will continue to work for the council and operate as now, working geographically and providing a 24 hour service.

We will also review how statutory compliance is undertaken and use both internal staff and external contractors to do this. If this means doing more statutory compliance work in-house we will do so.

We have a limited amount of money to spend on building maintenance. One way to ensure we spend our money wisely is to undertake condition surveys. These surveys are then used to plan where money is spent and also inform which buildings we should dispose of as part of our asset management plans. The condition surveys and yearly building inspections will be undertaken by the Property Maintenance section.

Schools

Schools are no different to the council - they have the same health and safety obligations, and the same requirement to spend maintenance money wisely. The main difference is who pays. Sometimes the school has the budget, other times the council has the money.

We want to continue to provide services to schools. We need to become more responsive to their needs and to be consistent in how we support them. We will do this by reviewing our processes and procedures, a greater use of technology and make it easier for mobile maintenance operatives to get the materials they need to do the work.