

Trust Strategic Planning – Premises

The Supporting Team

- Trust Estates Facilities Manager (FT AYR)
- Hill Farm – SSO (FT AYR)
- Kingsbury – Site Supervisor (FT AYR), 2 Assistant Caretakers (30 hours each AYR),
 - 1 Assistant Caretaker working at the Primary School (25 hours AYR)

Key functions

- To strategically oversee the Trust Estates and Facilities Manager (TEFM) in managing the health and safety, planned maintenance programmes and reactive maintenance.
- To ensure all projects and necessary works are carried out within budget.
- To support the TEFM in the successful growth of the Trust.

Achievements 2016/17

- Successful appointment of the TEFM.
- Two CIF bids for Kingsbury accepted.
- Systems have been put in place and are still developing at Hill Farm, for both planned preventative and reactive maintenance.
- The flat roofs at Kingsbury were replaced using CIF funding.

Challenges and Trust priorities for 2017/18

- The cleaning and managing of the SSO's at Kingsbury remains a challenge however, strategies are now in place to monitor progress.

Key developments planned for 2017/18

- Replacement boiler and installation of life safety provision through CIF funding.
- Kingsbury has only just started using a help desk and proactive job sheets. This needs to be expanded to include daily and monthly checks and a PPM planner.
- At Hill Farm a three year development plan, following on from what has been identified in the annual building condition survey, will be introduced. At Kingsbury there is currently no premises plan in place.
- Plans will focus on, redecoration and flooring replacement for both schools. Hill Farms will also include window replacement, capital projects using external funding and general refurbishment works including external play areas. Kingsbury's will also include external sport area improvements, swimming pool improvements, changing room refurbishments and furniture upgrades.