



Good Estate Management in Education Premises

This event will provide a thorough introduction to good estate management. We will be moving beyond the basics to look at practical issues that face academies and other educational establishments in the current environment.

We will look at specific areas such as:

- how to prioritise and implement an effective maintenance regime, including ensuring that both revenue and capital issues are taken into consideration
- running costs
- energy management
- performance management
- third party use of buildings, including the legal and financial implications.

Data provides an essential foundation for decision-making in regard to property, but have you got the correct data to provide you with the information you need to make informed decisions? And even if you have the data, is it easily accessible and up to date?

There will be an introduction to some of the wider estate management issues that may suddenly 'pop up' to hamper your plans to use your facilities in new ways.

Finally we will look at how all these factors can be pulled together into a comprehensive asset management approach that will allow you to effectively and efficiently manage land and buildings strategically and ensure that they are fit for the future.

Why Attend

Delegates will:

- appreciate why it is crucial to set and prioritise levels of maintenance
- explore the key data areas you need to effectively manage and measure the performance of the estate
- understand the effect of covenants, leases, licences and other estates management issues
- understand how a strategic approach can improve the ways we manage, challenge and utilise land and buildings for education
- obtain an understanding of what policies, procedures and process you should have in place
- explore areas of good practice.

Who should attend

This event is vital for those responsible for premises management, including head teachers, school bursars, business managers, premises managers, members of the board of trustees/governing body, facilities managers, or anyone else with responsibilities for, or an oversight of, educational establishments.

Good Estate Management in Education Buildings

Programme - 4 hours CPD

09.30	Refreshments and registration
10.00	<p>Introduction and approaches to maintenance</p> <p>We will set out the process for capturing maintenance data, the importance of having a robust maintenance strategy and provide an introduction to building statutory compliance.</p>
11.10	Refreshments and networking
11.30	<p>Performance measurement and data</p> <p>Information is essential for effectively managing a property estate and we will explore the different areas where performance data can be collected and comment on what makes good (and bad) performance. Finally for this session, we will look at asset management systems and question the level these need to be adopted to collect and store relevant information.</p>
12.30	Lunch
13.15	<p>Wider estates considerations, including landlord and tenant issues</p> <p>In this session we will look at a number of other considerations relevant to managing and/or occupying property. The aim is to provide a simple introduction should practitioners be confronted with these in their day to day activity.</p>
14.20	Refreshments and networking
14.35	<p>Bringing it all together strategically</p> <p>In this final session we will ask, what is asset management, why do we need to manage land and property strategically and whether it is relevant to your organisation?</p> <p>Moving on we will explain the benefits of carrying out property reviews with an aim to improving service delivery, reducing costs and planning for the future.</p>
15.45	Summing up and Close

Facilitators

David Bentley MSc, FRICS – Head of Asset Management, CIPFA Property

Malcolm Thomas BSc(Hons), DipTP, FRICS, MIFSM – CIPFA Associate

