

TURNAROUND SUMMARY 2006-2008

WORKGROUP D - INTERNAL AND ESTATES INITIATIVES

Workgroup lead:

Patricia Atkinson

Workgroup programme manager:

Catherine Afolabi

Ref. No.	Description	Recurring/ Non-recurring	2006/07 Value £000	2007/08 Value £000	Risk rating	Accountable Director	Formal Consultation Required Staff (S) Public (P)	Savings Start (month/year)	Key Milestones	Next Actions
D1	Control of discretionary non-pay spend (incl printing, staff lease car scheme)	R	139	83	Green	Mike Hellier/ Karen Wise		Nov-06		
D2	Management cost savings (head office pay and any unused budgets or further savings)	R	527	527	Green	Andrew Parker		Apr-06	Ongoing review	
D4	PFI re-financing (1 off saving against Unitary Charge for Willesden Hospital)	NR	2000	0	Amber	Bashir Arif		Dec-06	Confirmation that this is possible/ agreement of cost with Willcare completed. Check Financial Model (Nov 06); check legality (Nov 06); confirm refinancing achieved (Dec 06); Receive Credit note (Dec 06).	
D5A	Estates Rationalisation 1(to close 5 trust sites: 4 freehold, 1 leasehold)	NR	1885	300	Green/Red	Bashir Arif	P	Feb-07	Legal/Planning assessments and SHA approval complete. Skill mix review ongoing. Communication/ consultation with stakeholders (Nov 06); capital values of sites review (Nov 06); market testing of prospectus complete (Dec 06); Sale package agreed + conveyancing complete (Feb 07)	
D5B/11	Stag Lane, Mortimer Road, Neasden (closure)	NR	0	721	Amber	Bashir Arif	P	Mar-07	Legal/Planning assessments and skill mix review complete. Capital value of estates review (Nov 06); Negotiations with BSS (Nov 06); market testing of prospectus complete (Jan 07); Comm/consultation with stakeholders complete (Feb 07); sale package agreed and conveyance complete (Mar 07). NB Stag Lane dependent on identification of alternative	
D5C	Estates Rationalisation 3 (transfer ownership of Kingsbury Hosp to CNWL MHT)	NR	0	570	Green	Bashir Arif	S	Dec-06	Service review completed. Boundary agreements reached (Oct 06); sale value agreed (Nov 06); service cost agreed (Nov 06); JNCC approval (Dec 06); Legal Transfer of Asset (Dec 06).	
D8	Advertising cost reduction (recruitment)	R	170	170	Green	Karen Wise		May-06	Completed	
D12/D15	Wembley Centre (review existing usage/consider options around part disposal)	NR	0	750	Amber	Bashir Arif		Sep-07	Review of site usage (Jan/Feb 07); Site Development Plan review (Feb 07); Option Appraisal/Business Case (Feb-May 07); Staff relocations (Apr-July 07); SHA approval (May/June 07); Prospectus produced (June/Aug 07); Planning obtained (June/July 07); Bids received, assessed and contract awarded (Sept 07)	
D17	Willesden Facilities Management contract costs	R	0	100	Amber	Bashir Arif		Mar-07	Reduction in FM due to ward closure (Nov 06); review of PFI service contract (Dec 06); Service Variations agreed and identified (Feb 07); In house procedures established (Feb 07); Performance Group established (March 07)	
D18	Review all tenants' (NHS/private/voluntary) rent	R	0	100	Amber	Bashir Arif		Apr-07	Existing tenancy arrangements reviewed (Dec 06); DV re-assessment of rentals (Jan 07); new lease agreements completed (Feb 07); lease packages signed off and implemented (Apr 07)	
D20	Willesden vacant space (rent out)	R	0	150	Amber	Bashir Arif		Apr-07	PFI agreement to sublet (Dec 06); PFI agreement to fund fit out (if nec) (Jan 07); Prospectus for market (Jan 07); Bids received, assessed and contract awarded (Mar 07); Lease agreement in place (Apr 07)	
D21	Disposal of Learning Disability sites	R	0	30	Amber	Bashir Arif		During 07/08	Dependent on relocation options. Work to be undertaken 2007/08	

									SLA functions reviewed/sites for closure shared with K&C/closure programme approved (Nov 06); Partnership Board consideration of reduced services (Jan 07); PCT Board approval of new service (Feb 07); sale package agreed, conveyancing complete (Mar 07); competitive tendering of new services/contract award (Apr 07).
D22	K&C Estates Shared Service SLA reduction	R	0	75	Amber	Bashir Arif		Apr-07	
D23	Butterflies Nursery (to enable nursery to break even within year/for successive years)	R	0	39	Red	Karen Wise		Apr-07	Business case submitted. Further work in progress
D24	Additional management cost (HQ pay budgets incl. PAs, support roles)	R	7	1828	Green	Nigel Webb	S	Apr-07	Confirm posts to be disestablished (Nov 06); calculate estimated redundancy costs (Nov 06); confirm posts to be put at risk and potential for redeployment (Dec 06); commence consultation and notice period (Jan 07); make posts redundant (Apr 07).
D25	Procurement target (review all non pay expenditure and reduce discretionary spend)	R	0	380	Green	Anna Anderson		Jul-07	Undertaken during November 06
	Total for Workgroup D		4728	5823					
	Total for all 4 Workgroups		19,658	43,250					