

FINCHLEY MEMORIAL HOSPITAL

LIFT Estate Management Services

Effective and efficient estate management is a key part of both Community Health Partnerships and NHS Property Services roles. This document provides a short summary of how the two organisations work together on the Finchley Memorial Hospital site.

Legal Framework

Community Health Partnerships as the building owner is responsible for the overall management of Finchley Memorial Hospital including managing the LIFT Company, leasing/licensing the use of space and ensuring compliance with all statutory and legal health and safety obligations.

NHS Property Services Estate Management Services to CHP:

NHSPS and CHP have agreed that NHSPS will provide a range of facilities management services as agreed with CHP which may include the following or additional services.

- Cleaning
- Security
- Housekeeping
- Porterage
- Mail room services
- Reception services
- Waste services (including recycling, clinical and domestic disposal)
- Pest control
- Catering, and
- Laundry

NHSPS also provide *Centre Management Services via a centre manager*. The centre manager will be CHPs primary point of contact in relation to each site and the services provided by NHSPS and will organise building user groups to review any operational issues affecting the site.

NHSPS are also available to provide *specialist technical support where required by CHP* across the LIFT estate including health and safety, emergency and contingency planning.

LIFTCO Estate Management Services to CHP:

CHP, through its agreement with the LIFT company also provide a range of facility management services including:

- Hard facilities management including repair, maintenance and renewal of the building and its associated components such as mechanical and electrical plant.
- External window cleaning
- Grounds Maintenance.

CHP manage the relationship with the LIFT company via a nominated representative who will liaise on a day to day basis with the NHSPS centre manager.