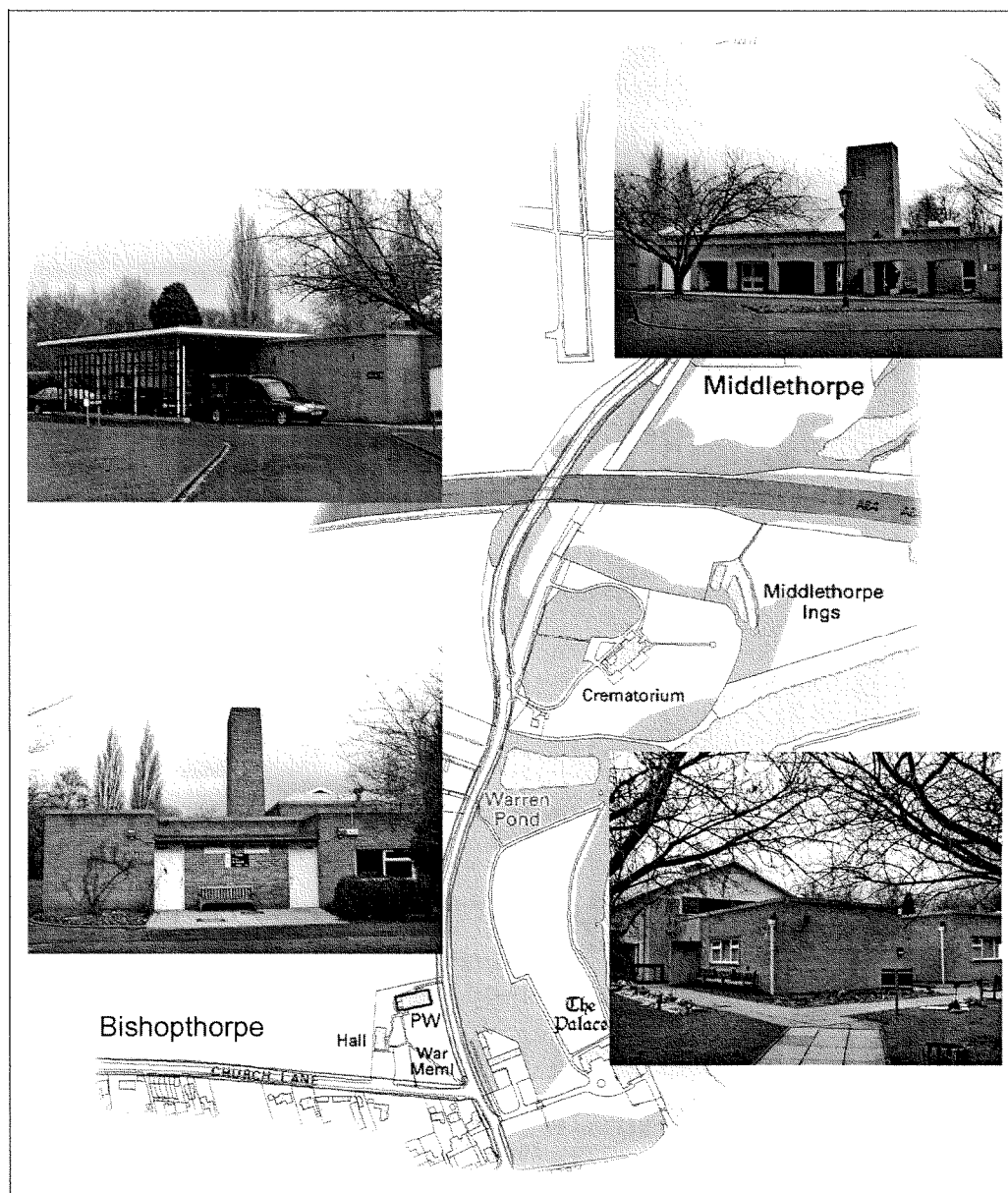


ANNEX A

ASSET MANAGEMENT REPORT

BEREAVEMENT SERVICES SERVICE ASSET MANAGEMENT PLAN

2009 - 2014



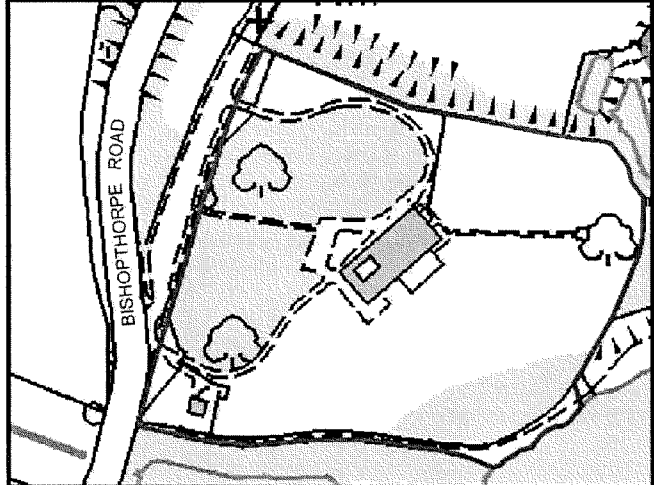
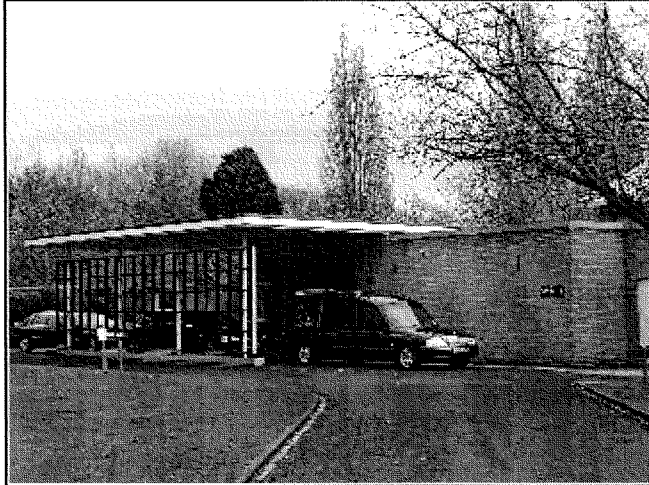
Asset Management Report

Asset Name: CREMATORIUM
Asset Type: CREMATORIUM

UPRN: E00434

Core Data

File Ref: E00434/B01
Managing Service: NEIGHBOURHOOD SERVICES
Occupying Service: NEIGHBOURHOOD SERVICES
Ward: BISHOPTHORPE



Location

CREMATORIUM
 BISHOPTHORPE ROAD
 BISHOPTHORPE
 YORK
 YO23 2QD

Blocks:

Description

E00434/B01 - YORK CREMATORIUM
 E00434/B02 - 620 BISHOPTHORPE ROAD
 E00434/B03 - YORK CREMATORIUM LAND ADJACENT

Areas

Site: 33523.99 m²
Property (GIA): 763 m²

	Area (GIA)	Occupant
E00434/B01 - YORK CREMATORIUM	684 m ²	
E00434/B02 - 620 BISHOPTHORPE ROAD	79 m ²	
E00434/B03 - YORK CREMATORIUM LAND ADJACENT	0 m ²	
Total:	763 m²	

Property Details

Tenure: VARIOUS OWNERSHIPS **Type:** Non HRA
Year Built: 1965 **Listed:** No **Grade:**
Asset Category: OPNL OTHER LAND & BUILDINGS **Disabled Access:** No
Wiring Certificate:
Suitability Rank (%): 94
Energy Performance Rating:
Supply Capacity: Elec: 384kva Gas:

Valuation

Valuation Basis	Asset Value	Land Value	Total	Valuation Date
Depreciated Replacement Cost	261,012	41,130	302,142	01/04/2006

Asset Management Report

Property Surveys

Condition Survey Summary

Priority	Amount (£)
1 - Urgent	175
2 - Essential	4,653
3 - Desirable	33,891
4 - Long Term	300
N - None	0
Total	39,019

Hazard Surveys Completed

	Survey	Risk
Asbestos:	YES	Yes
Contaminated Land:	NO	No
Fire:	YES	Yes
Legionella:	YES	Yes

Contacts

Name	Job Title	Telephone
Mark Ellis	Health & Safety Advisor for Fire Risks	01904 553415
William Bray	Health & Safety Advisor for Asbestos & Legionella	01904 553328

Further Information can be obtained from the Technology Forge database or by written request to:
property.services@york.gov.uk

Asset Management Report

Financial Information

Cost Centre: NG080

Expenditure (£)

	2006/2007	2007/2008	2008/2009
Cleaning Costs	1,652	1,174	1,647
Depreciation Costs	19,650	13,812	16,067
Electricity Costs	8,053	8,060	11,061
Gas Costs	32,635	40,336	49,715
Grnds Maint Costs	1,455	1,495	872
Insurance Costs	5,548	4,347	6,240
Notional Interest Costs	25,620	18,480	18,372
R & M Costs	29,485	45,540	36,889
Rates Costs	44,669	45,808	47,677
Rental Costs	0	0	0
Security Costs	0	0	0
Sewerage Costs	375	0	0
Service Charge Costs	0	0	0
Water Costs	369	777	545
Total	169,511	179,829	189,085

Income (£)

	2006/2007	2007/2008	2008/2009
Other Income	0	0	0
Rental Income	0	0	0
Sundry Income	10,936	11,088	9,957
Total	10,936	11,088	9,957

Running Costs m² (£)

	2006/2007	2007/2008	2008/2009
Property:	279.26	238.67	234.77
Service:	279.26	238.67	234.77

Asset Management Report

Ownership Information

CYC Plan No:	126	Ordinance Survey Sheet No:	SE5948SE	Terrier Ref:	0534	Deed Packet Ref:	2541	Purchasing Committee:	NEIGHBOURHOOD SERVICES	Purpose of Acquisition:	Crematorium - Crematorium Acts 1902 & 1952	Statutory Power of Acquisition:	Crematorium Act 1902 Crematorium Acts 1952
--------------	-----	----------------------------	----------	--------------	------	------------------	------	-----------------------	------------------------	-------------------------	--	---------------------------------	---

Lease / Licence Out

Occupier:

Term: 0 Years 0 Months 0 Days

Description

Description	Start Date	Review Frequency	Next Review Date	End Date	Annual Amount
-------------	------------	------------------	------------------	----------	---------------

Lease / Licence In

Landlord:

Term: 0 Years 0 Months 0 Days

Description

Description	Start Date	Review Frequency	Next Review Date	End Date	Annual Amount
-------------	------------	------------------	------------------	----------	---------------

Asset Management Report

Property Photographs



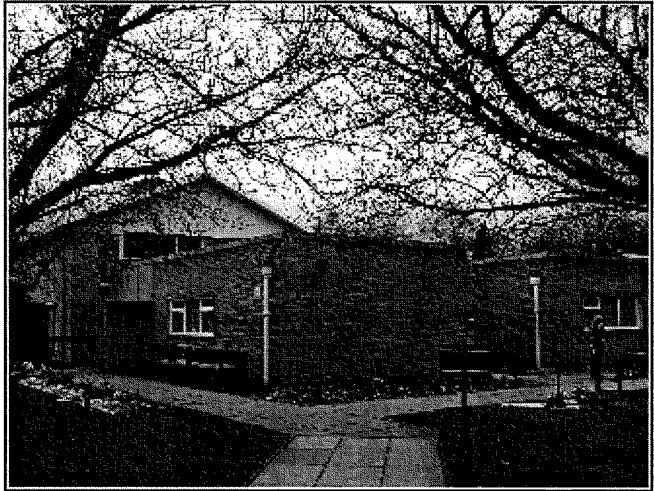
AMR Photograph RSE



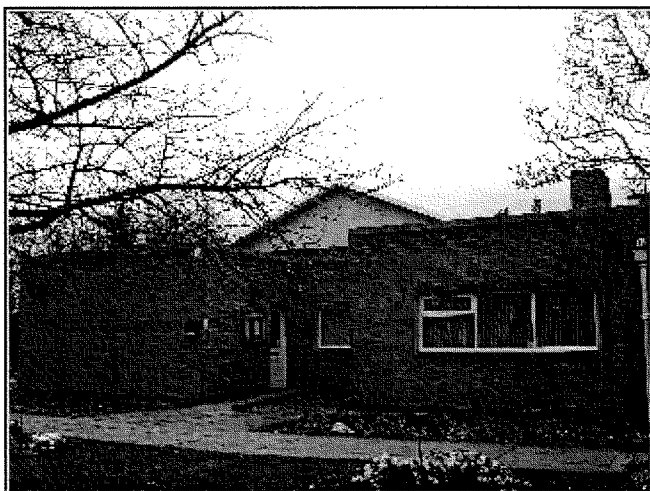
AMR Photograph FE1



AMR Photograph RE



AMR Photograph RSE1



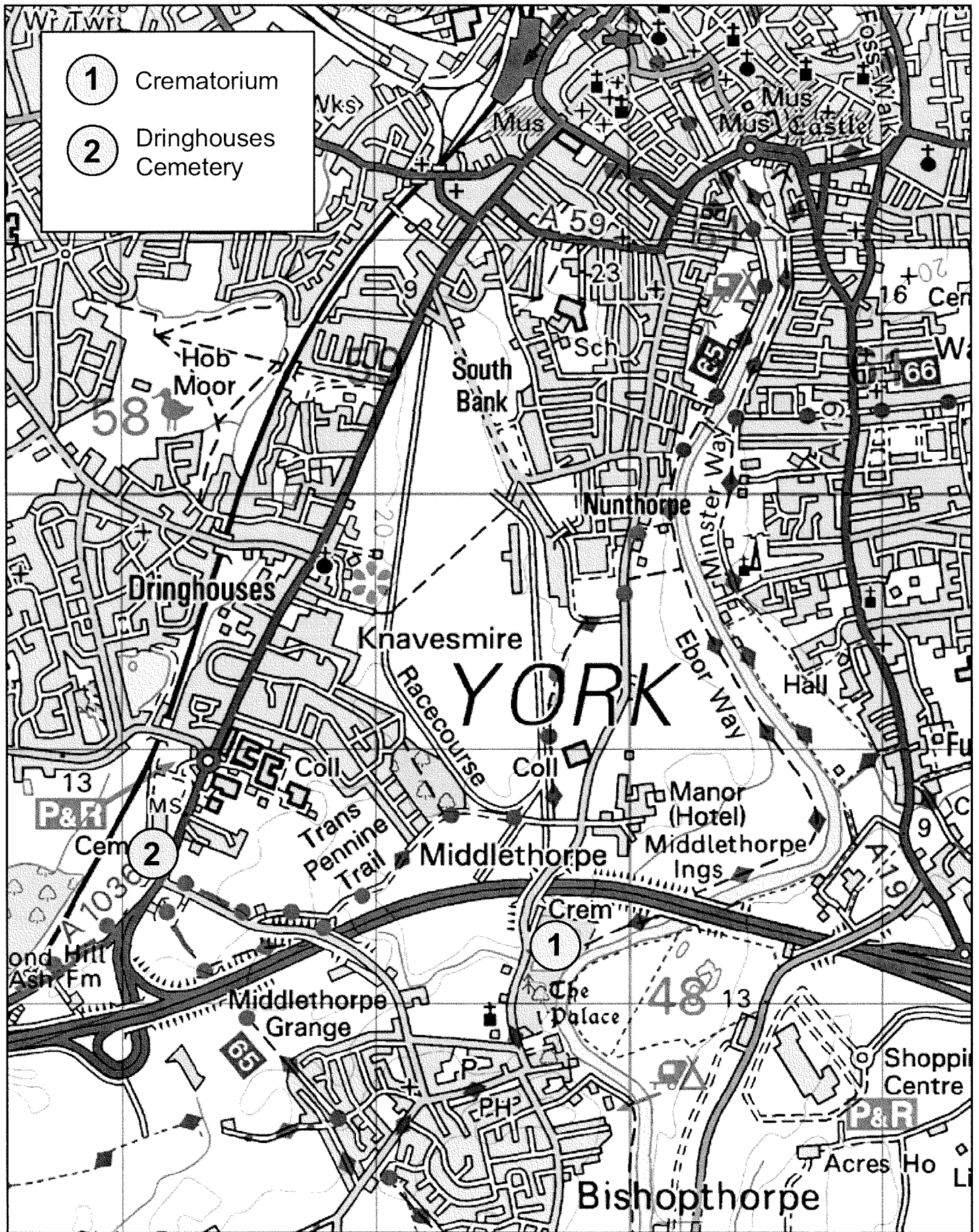
AMR Photograph RSE2

Additional Information

Last Updated

ANNEX B

BEREAVEMENT SERVICES LOCATIONS



Resources
Property Services

Bereavement Services Locations



SCALE 1:20,000

DRAWN BY: GR

DATE: 13/10/2009

Originating Group

Property Services

Drawing No.

E00434 & E00455

Reproduced from the Ordnance Survey with the permission of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. City of York Council 100020818

ANNEX C

SUITABILITY SURVEY RESULTS

1. Location	Score
1.1 Is the property in the right location/catchment area of the City?	1
1.2 Is the property conveniently located to a good public transport system?	1
1.3 Is the staff on-site parking adequate? (H&S issues, location, no. of spaces)	2
1.4 Is the public on-site parking adequate?(H&S issues, location, no. of spaces)	1
1.5 Is the off-site parking adequate?(H&S issues, location, no. of spaces)	1
1.6 Is there adequate provision for vehicular deliveries to the premises?	2
1.7 Could the service delivery be improved if it was effected from a multi-agency building?	3
1.8 Could the service delivery operate through other non-property ways of service provision? (Mobile operation/In customers' homes)	3
Location Total	1
2. Accessibility	
2.1 Can disabled people easily access the premises?	1
2.2 Does the internal layout allow disabled people using the service to get around easily and to exit the premises safely in an emergency?	1
2.3 Are the toilet facilities suitable for disabled people?	1
2.4 Are reception/interview/meeting rooms/public areas suitable for disabled people?	2
2.5 Is the internal and external signage suitable to disabled people?	2
2.6 Can (or could) any disabled staff make full use of all the premises in their day to day work?	3
Accessibility Total	1
3. Environment	
3.1 Does the heating system for the property enable you to consistently maintain a suitable temperature?	3
3.2 Does the heating system meet your requirement? (Ability to heat different areas for different time spans to different temperatures)	3
3.3 Is the level of ventilation currently achieved acceptable?	2
3.4 Does the current method of ventilation generate other problems that interfere with the service being delivered?	3
3.5 Do the means of lighting achieve satisfactory levels?	2
3.6 Are the means of controlling the lighting arrangements satisfactory? (Ability to zone lighting, type of lighting)	2
3.7 Are the acoustics within the property suitable?	1
3.8 Is the internal decoration to a suitable level for the current use?	2
3.9 Do the floor finishes meet the requirement for the current use?	2
Environment Total	2
4. Safety and Security	
4.1 Does the property provide a safe and secure environment for it's occupants?	2
4.2 Is the property equipped with suitable means of reducing the impact of crime/vandalism?	1
4.3 Are there suitable means within the property for dealing with the initial outbreak of a fire?	1
4.4 Are emergency procedures in place for building evacuation in case of fire, bomb threat, etc?	1
4.5 Have risk assessments been carried out and measures taken to minimise risks to the occupants?	1
4.6 Is there any evidence of asbestos or is the presence of asbestos known to you?	1
Safety and Security Total	1
5. Space	
5.1 Is the layout of the space suitable for the purpose of service delivery? (How do different parts of the property relate to each other/are facilities located in the right place)	1
5.2 Is the building the right size?	1
5.3 Is the site the right size?	1
5.4 Is the property the right shape? (Open plan/cellular offices)	1
5.5 Is the storage space adequate? (Consider material types, environment required, timescales)	2
5.6 Are there adequate welfare facilities for staff? (Canteen/kitchen/medical room/changing facilities)	1
5.7 Are the toilet facilities suitable?	1
5.8 Are the reception facilities suitable for the purpose?	2
5.9 Are the interview facilities suitable for the purpose?	3

	Space Total	1
6. Fixtures and Fittings		Score
6.1 Is the IT infrastructure adequate? (access to CYC main network, sufficient cabling)		1
6.2 Is there an adequate supply and distribution of power points? (H&S issues)		1
6.3 Has adequate provision been made for services? (Gas/electricity/water/telecommunication)		1
6.4 Are working areas suitably protected from excessive sunlight?		1
Fixtures and Fittings Total		1
7. Image		
7.1 Is the age of the building appropriate? (Consider whether the service is better delivered from an older low profile property as distinct from a new high profile one)		1
7.2 Is the type of construction appropriate? (Consider perception issues arising from temporary type of structures, 'heavy' architecture right for type of service operating)		1
7.3 Does the access to the property convey the necessary degree of openness? (Entrance off a side road/alley, forbidding type of doorway)		1
7.4 Does the property look 'shabby'?		2
7.5 Is the external planting suitable? ('Softens' the structure, compromises safety)		2
7.6 Are the external and internal planting areas adequately maintained?		2
7.7 Are public reception areas comfortable and inviting? (Consider reception points are clearly visible, furniture is suitable)		3
7.8 Is the cleaning regime suitable for the purpose?		2
Image Total		1
8. Financial		
8.1 Is there currently an adequate budget for the premises? (Consider repair and maintenance budgets, improvement budgets, all property related budgets)		3
8.2 Are property related maintenance costs high? (Benchmark to be comparison with similar properties via asset management plans)		3
8.3 Are other property related costs high? (Benchmark to be comparison with similar properties via asset management plans)		3
8.4 Are the cost of outstanding repairs high? (Benchmark to be comparison with similar properties via condition surveys)		2
8.5 Are there sources of external funding for the premises?		3
8.6 Is the external funding available immediately?		3
8.7 Is the current income generation from the premises adequate?		1
8.8 Is there potential for increasing income generation from the premises?		2
Financial Total		2
OVERALL SCORE		1

Suitability Scoring

Suitable - Score 1

Could be improved - Score 2

Cannot be improved - Score 3

ANNEX D

PROPERTY PERFORMANCE DATA

National Performance Indicators - PMI 1 Bi/Bii

Indicator B: Required maintenance by cost expressed:

- i) As total cost in priority levels 1-3
- ii) As a % in priority levels 1-3

2008/2009

CATEGORY	PRIORITY (£) Work Identified				PRIORITY (%) Work Identified			
	1	2	3	Total	1	2	3	Total
Crematorium	£175	£3,971	£27,426	£31,572	0.55%	12.58%	86.87%	100.00%
620 Bishopthorpe Road	0	682	6465	£7,147	0.00%	9.54%	90.46%	100.00%