

# PROPERTY & FACILITIES MANAGEMENT

SUPPORTING YOUR CORE BUSINESS

WITH EXPERT PROPERTY SERVICES

## CONTACT US

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Doyen Land is a Property Advisory service with 30 years' experience in commercial property and development consultancy. We are members of the Royal Institution of Chartered Surveyors (RICS) and our clients benefit from expert professional advice and support.

Our specialist Facilities Management (FM) team are dedicated to ensuring business premises fully support all aspects of operations. They are experts providing advice on legal compliance, health and safety, employee wellbeing and efficient delivery of maintenance services.

Compliance



Health & Safety



Wellbeing



Maintenance



**CALL TODAY 01638 596 241**

**DL** DoyenLand

chartered surveyors

# ARE YOUR PREMISES CONTRIBUTING TO YOUR BUSINESS SUCCESS?

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A safe and productive working environment results in happier and more committed employees. However, the range of responsibilities involved in managing business premises can be onerous; property compliance, leasing and maintenance issues can easily fall down the list of priorities of even the most experienced manager.

Is your workplace safe?

Are you compliant?

How is workplace productivity?

Is maintenance a costly distraction?

If you are not confident in your answers to these questions then please contact us for a free no obligations discussion.

Our team look forward to providing reassuring advice and support and helping you gain full advantage from your premises

## A bespoke service tailored to your business needs

### GENERAL

- Initial survey and audit
- Property & Facilities Management Plan
- Maintaining the building file
- Management of regular servicing, checks and certification to comply with insurance, lease & health and safety obligations

### REVIEW & PROCUREMENT

- Fire risk assessment
- Health & Safety policy
- Insurance
- Lease Agreement
- Access Audit
- Environment Audit
- Asbestos survey & register

### PROJECT MANAGEMENT

- Capital projects management
- Refurbishment & maintenance

### MAINTENANCE MANAGEMENT

- Planned preventative maintenance
- Reactive maintenance framework
- Regular servicing and certificates

### LEASE MANAGEMENT

- Lease renewals
- Rent reviews
- Dilapidations
- Business Rates
- Acquisitions / Disposals
- Licences to alter



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