

Occupancy Surveys

Our clients include:

Royal Free Hospital, NHS Trust
CNWL
Kingston Hospital
Epsom & St. Helier

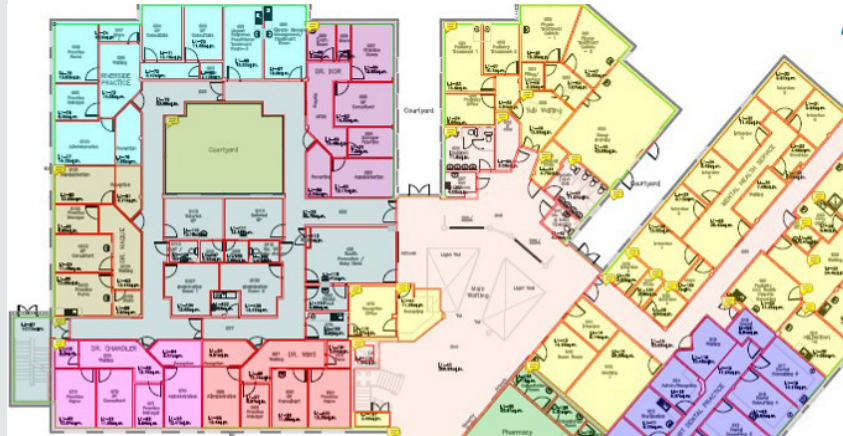
The cost of owning, managing and maintaining a property portfolio is one of our clients biggest expenses, so it's important that every square metre is used to its full potential.

We have been completing occupancy surveys for our customers for over 25 years which has resulted in our clients reducing their overheads significantly. We are unique in offering a UK wide service using solely our own experienced surveyors and the latest equipment so that our customers can be sure of consistency and quality of deliverables.

Surveying should be straightforward, but it takes experience to get it right. Our team consistently work to exceed your requirements and bring their vast surveying knowledge and experience to all projects.



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How can an occupancy survey help you?

For many occupant's, space is considered a free good - one that can be used whenever and however they see fit. This results in individuals or departments having far more space than is needed for them to fulfil their roles and excess space being wasted or used inefficiently.

Having detailed and reliable occupancy data will enable the more efficient use of space, allow for excess space to be identified and avoid taking on additional properties in order to support expansion.

The information a Topscan occupancy survey provides can be used to:

- Measure patterns, peaks and troughs in workspace use in order to allow for increasing sharing of space,
- Identify and reduce under /over used space,
- Allow for Service Line Reporting (space charging),
- Allow for better clinical / department adjacencies,
- Encourage hot desking,
- Lead to meeting room reduction,
- Allow for reduction in leased space whilst maintaining the same level of service.

// Topscan have recently completed CAD surveys and occupancy data collection across all of our sites as well as implementing the Trust's new CAFM system. Their methodical approach, attention to detail and ability to work with Trust staff made the project an easy one to manage. We are more than happy with the results and foresee a long future with Topscan as we will be using them for the ongoing auditing, CAD and Micad management.

*Head of Estates Operations,
Royal Free London Foundation NHS Trust*

What's involved?

Our experienced surveyors will work with you to understand the purpose of your survey, allowing us to build an approach and scope that meets your needs. The scope can vary to include any of the following: -

- Number of full time and part time occupants,
- Department ownership,
- Actual hours of occupancy,
- Used / spare desks, desk layouts,
- Power / IT points,
- Meeting room usage.

Surveys can be conducted during a single visit, or alternatively if you want to understand working patterns over weeks or months then we are able to complete multiple visual surveys to provide the data that you need and support this with the use of PIR units.

All results are provided to you in a format that can be easily used, shared and uploaded to your CAFM system of choice, or worked on directly enabling you to use your space to its full potential.

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Scanning

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Document Scanning
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Invoice Scanning
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Document Hosting



Compliance

Fire Risk Assessments
Fire Compartmentation Surveys
Glazing Audits
Window Restrictor Audits
Asbestos Re-inspections



CAFM / CMMS

CAFM Population
PPM Planning
CAFM Implementation & Services
CAFM ISP
CAFM Management
CAFM Implementation