

AC2010(1) Paper 5b Annex A

National Assembly for Wales Estate

The estate consists of the following buildings:

1. Ty Hywel, Cardiff Bay

Tenure	Leasehold
Term	25 years
NIA	11,648 m sq
Rent	£1,775,000
Rent (psf)	£14.15

This is our main office building for the Cardiff bay estate, which was constructed in 1990. It is a U-shaped building consisting of 6 floors with an underground and surface car park.

The building houses the following staff and facilities:

- Individual offices for 60 Assembly Members and 2-3 support staff per Member (approximately 200 in total):

2nd floor 1,527.25 m sq
3rd floor 1,195.63 m sq
- 330 Assembly staff:

Ground floor 483.56 m sq
1st floor 944.09 m sq
3rd floor 1,012.49 m sq
4th floor 1,046.78 m sq
- 50 Contractor staff (ICT, maintenance, catering and in house broadcast staff)
- Sublet office accommodation (1,792 m sq) for 150 Welsh Assembly Government staff (Ministers and their support staff, special advisers etc).
- Sublet accommodation to resident Media and Press
- Two restaurants
- Conference and Meeting Rooms
- Education Suite for visiting schools programme consisting of debating chamber and classroom
- Reception and event space

2. Senedd, Cardiff Bay

Tenure	Leasehold
Term	150 years
NIA	3,710m sq
Rent	N/A

This is our landmark, iconic building designed by Richard Rogers Partnership, which opened in March 2006. The main public access building and centre for assembly business.

The building includes the following facilities:

- Debating Chamber and public gallery**
- Two Committee rooms and public galleries**
- Ten meeting rooms to support Assembly business**
- Reception and public space**
- Event space**
- Public Café**
- Shop**
- Members' Tea Room**
- Office space for Assembly staff supporting the building and events**

The building is connected by two link bridges to Ty Hywel.

The only staff based permanently in the building are four FM and ICT staff. Security, reception and visitor services staff work on a rota basis to cover security duties, the reception desk and provide visitor tours. The majority of Assembly staff are based in Ty Hywel, but according to the nature of their duties some will work for part of the week in the Senedd to support plenary and committee meetings and other events and meetings.

3. Pierhead Building, Cardiff Bay

Tenure	Leasehold
Term	150 years
NIA	1,116 m sq
Rent	N/A

This is our 'A' Grade 1 Listed Victorian building.

A project has recently been completed to develop the Pierhead's former public spaces into a multi purpose conference, events, exhibition and futures debating facility. The project will also include installing an interpretation scheme into the building which will look at the history of the building, Cardiff Bay and Wales, the development and work of the Assembly. The building also includes a number of small offices.

4. Princes Drive, Colwyn Bay

Tenure	Leasehold
Term	10 years
NIA	230 m sq
Rent	£35,851
Rent (psf)	£10.00

The accommodation comprises one half of the ground floor of a two storey office building. The office was constructed in 2003. The space provides office accommodation for up to 14 staff and a conference room.

Staff working in the office operate the Assembly's information line, booking line and main switchboard. Hot desk space is also provided for regional and education staff who work all over North Wales.

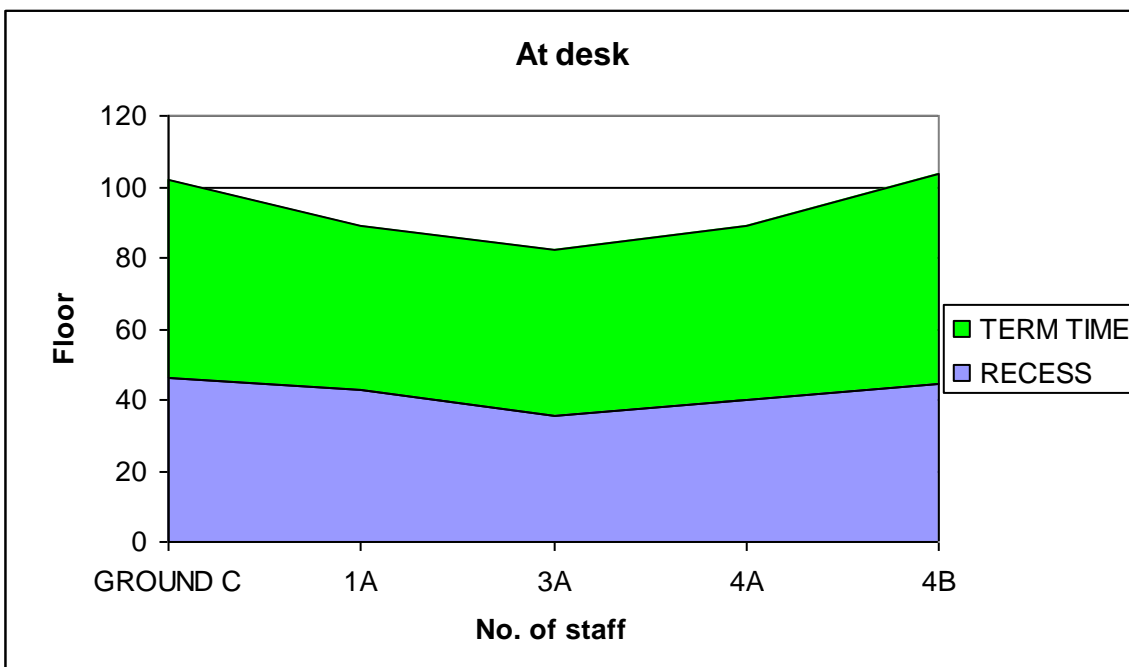
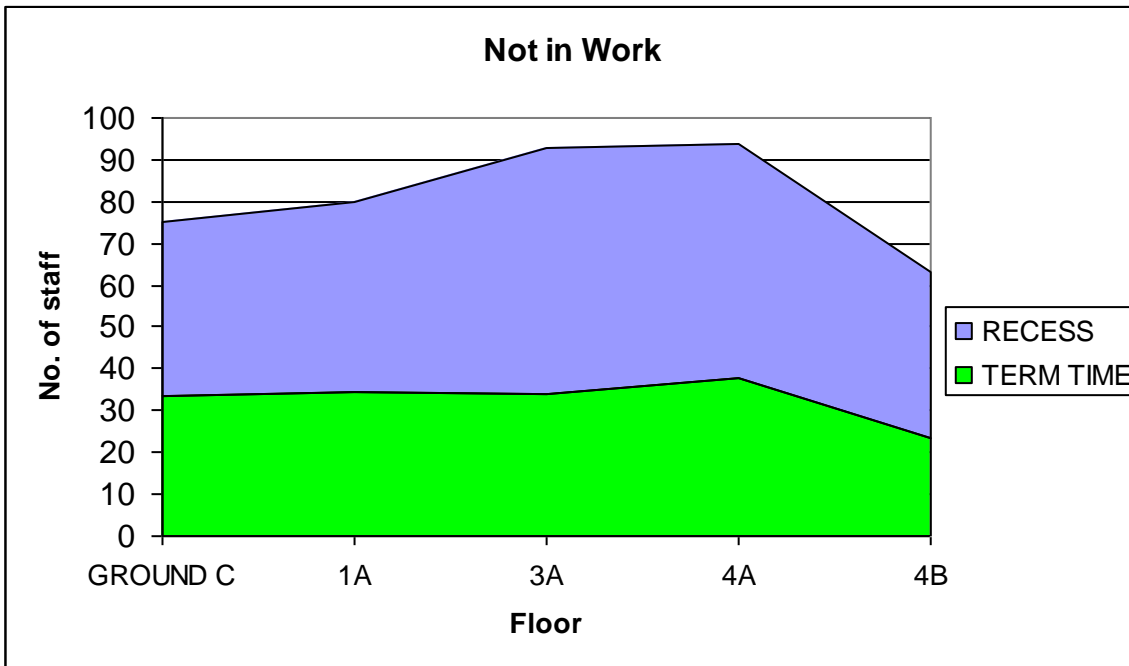
ANNEX B

Ty Hywel space allocations

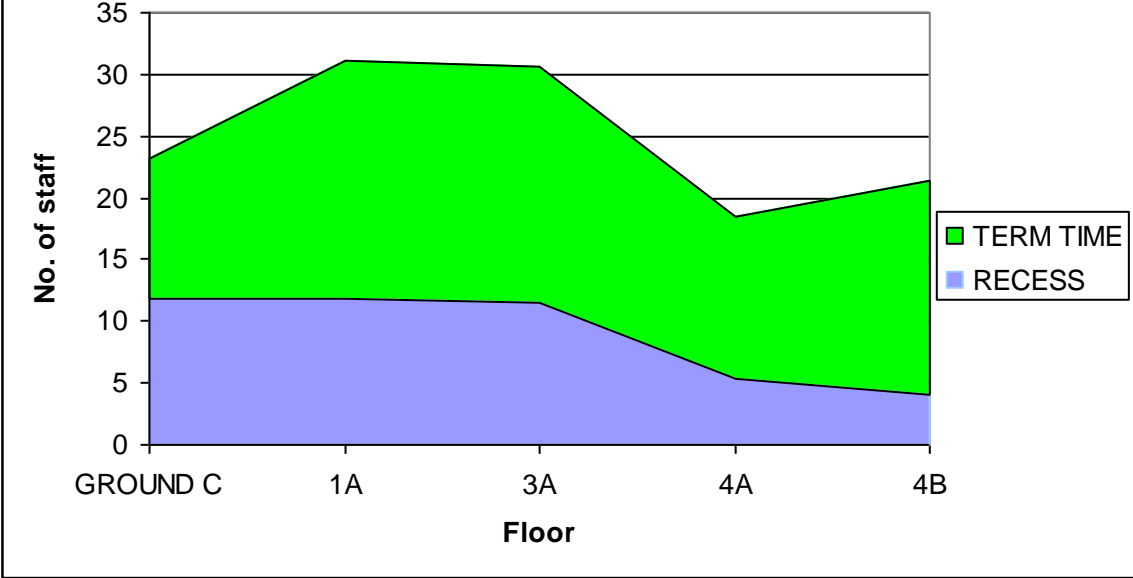
Occupant/Space type	Location	Space m ²
Conference and meeting rooms	Ground Floor & First Floor	446
Siambur Hywel	Ground Floor	507
Reception / Milling area	Ground Floor	326
Restaurant	1 st Floor	191
Members' Tea Room and Restaurant	1 st Floor	234
Kitchen	1 st Floor	415
Welsh Government office	5 th Floor & 2 nd Floor, A block	1,792
BBC	4 th Floor, C block	359
HTV	4 th Floor C block	93
Assembly Member Offices	2 nd Floor, A block & B block 3 rd Floor, b block & C block <i>Space standard average of 13.60 m² per person</i>	2,722
Assembly staff	Ground floor, C Block 1 st Floor, A block 3 th Floor A block 4 th Floor, b block <i>Space standard average of 10.5 m² per person</i>	3,485
Contractor staff (Siemens, Integral, Barcud Derwen, Police)	1 st Floor A block Ground Floor, C block Ground Floor, A block Ground Floor, C block	360

ANNEX C

Occupancy Survey Results - 2009



Not at desk



ANNEX D

Balanced Scorecard Analysis

	Capacity & Quality of space	Cost	Connectivity with customers	Socio / Economic	Sustainability
Top Management	<ul style="list-style-type: none"> • Accommodate organisational requirements • Recycle value • Branding – gives the right message (image) 	<ul style="list-style-type: none"> • Competitive delivery to meet targets within budget 	<ul style="list-style-type: none"> • Meeting communities needs • Community and customer contact and support 	<ul style="list-style-type: none"> • Overall service expectations from the asset base • Working with the community • Working with partners 	<ul style="list-style-type: none"> • Reporting statutory compliance • Meeting external and corporate sustainability targets
Operational Management	<ul style="list-style-type: none"> • Adequate facilities & quality staff • Range of services • Suitability for purpose 	<ul style="list-style-type: none"> • Utilisation of financial resources 	<ul style="list-style-type: none"> • Location • Customer service & contact 	<ul style="list-style-type: none"> • Impact on community well being from the service(s) concerned 	<ul style="list-style-type: none"> • Complying with Environmental Legislation. • Innovating and incorporating into operational plans
Estates & FM Team	<ul style="list-style-type: none"> • Capacity of assets • Agility to meet changing needs • Reliability of infrastructure 	<ul style="list-style-type: none"> • Running and occupancy cost • Capital spend 	<ul style="list-style-type: none"> • Space to suit needs of customers • Adequate building services on site 	<ul style="list-style-type: none"> • Customer satisfaction with buildings • Occupier satisfaction with buildings 	<ul style="list-style-type: none"> •
Staff	<ul style="list-style-type: none"> • Quality & effectiveness for working • Job Satisfaction • Appropriate FM • Location 	<ul style="list-style-type: none"> • Access and proximity (journey to work costs) 	<ul style="list-style-type: none"> • Ease of providing the right services 	<ul style="list-style-type: none"> • Comfort, safety, stress reducing • Clean Quality environment 	<ul style="list-style-type: none"> •

ANNEX E

Yearly running cost for APS Estate 2008-2009

Contract	Tŷ Hywel	Senedd	Pierhead	Princes Drive		Totals
Rent	£2,069,559.23			£62,224.29		£2,131,783.52
Rates	£1,165,000.50			£22,251.50		£1,187,252.00
Sanitary Waste	£621.33	£0.00	£0.00	£0.00		£621.33
Cleaning	£292,530.01		£0.00	£9,668.00		£302,198.01
Refuse	£11,553.32			£369.20		£11,922.52
Window Cleaning	£50,506.80					£50,506.80
Gas	£69,298.18	£12,054.91	£5,004.04	£2,203.86		£88,560.99
Water	£17,558.50	£1,429.63	£3,277.74	£1,085.60		£23,351.47
Electricity	£308,255.14	£81,699.01	£15,878.76	£16,228.05		£422,060.96
Planned Maintenance	£276,815.97	£235,845.24	£40,100.40	£6,092.76		£558,854.37
Reactive Maintenance	£329,577.85	£117,031.26	£43,577.36	£8,552.47		£498,738.94
Wood Chips	£17,807.76					
Totals	£4,609,084.59	£448,060.05	£107,838.30	£128,675.73		£5,293,658.67

* = Tŷ Hywel, Senedd and Pierhead have a combined assessment/cost