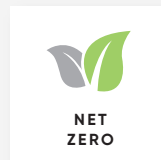




SFT CORPORATE PRIORITIES



NET
ZERO



SUSTAINABLE
PLACE



INCLUSIVE
GROWTH

SFT Outcomes

Demonstrating progress with impact

PRIMARY OUTCOME

09



**TECHNOLOGY-ENABLED
CONSTRUCTION, ASSET MANAGEMENT
AND USAGE OPTIMISATION**

SECONDARY OUTCOMES

07

Consistent approach introduced to information handover of completed projects

In carrying out research on completed construction projects, SFT's Infrastructure Technology team discovered that in many cases missing or mis-placed handover information on new public sector projects led to common problems and harmful impacts.

To address this, SFT's Infrastructure Technology team established the project information handover working group (made up of local authorities, principal contractors, and facility management representatives) to develop a consistent approach for the specification and delivery of handover information on new public sector projects in Scotland.

Quality handover information is essential for clients and operators, allowing them to:

- Verify and have an accurate record of the final and completed building, and
- The means to effectively operate, maintain and measure their buildings and their performance from day one

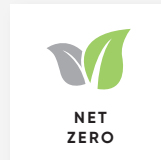
SFT's team developed and agreed a number of target outcomes and a programme of workshops with the working group and worked closely with all stakeholders to deliver a new set of coordinated resources.

The resources include:

- An operations and maintenance manual template, useable by clients to consistently specify their information handover requirements on new projects
- An asset register workbook, useable during the project delivery phase to list the maintainable assets and automatically assign what, when and who is to deliver required handover information
- A structured information folder directory, useable by clients to receive and archive their approved project handover information



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The new resources enable clients to consistently specify their information handover requirements at the project outset, in alignment with current industry standards and best practice guidance.

In turn, this provides assurance and certainty to the project delivery team, helping them agree accurate scopes of service, and plan the production and delivery of the required information at an early stage.