

Outline of central and local area responsibilities for shared outcomes between the Facilities & Services Division (F&S) and the ANU community

The following outcomes are taken from the [Division's Strategic Plan 2010-2015](#)ⁱ. Some additional responsibilities have been included as they form part of the day-to-day operations of our business.

Outcome	F&S Division responsibilities	Local Area/College responsibilities
1. Create a framework for the orderly and rational future development of our campus	1) Capture all incoming data relating to growth, fit for purpose needs, utilisation and building legalisation. 2) Generate campus plans. 3) Manage all procurement process relating to the delivery of facilities services. 4) Build internal/external communication promoting stronger relationships.	1) Provide points of contact in a per building, per college matrix. 2) Communicate College requirements relating to growth, space types, fit for purpose requirements. 3) Include F&S Division in the development of facilities funding bids.
2. Effectively and efficiently manage campus facilities and infrastructure to meet the University's current and future strategic requirements and objectives	5) Capture all building data relating to age, life, criticality, current /required condition, cost maintain, cost replace. 6) Finalise capital development plan. 7) Review Q94 business activity & provide strategic maintenance strategy.	4) Communicate issues/ concerns 5) Inform the review of Q94 business activity & strategic maintenance strategy. 6) Include the management of specialized research and education facilities in College strategic plans.
3. Deliver the ANU's agreed capital works program demonstrating international best practice in performance and environmental design while meeting user needs and requirements	8) Develop minimum baseline standards for building design 9) Provide overarching service ensuring involvement of specialist areas in Security, DOI, Parking, Maintenance, Sustainability, Gardens/Grounds etc.	7) Provide professional knowledge and communicate user requirements particularly for highly specialised facilities relating to research & education.
4. Delivery of operations programs that ensure excellence in day to day facilities services to the campus community	10) Consistent review of operational service against community needs providing an improvement cycle. 11) Strengthen communication & work allocation arrangements providing report, analysis, allocation and solutions to site & infrastructure problems. 12) Develop and maintain business systems that back up working partnerships between the F&S & Colleges/Divisions.	8) Communicate changes to community needs, participate in the planning processes listed above. 9) Report site & infrastructure problems & communicate the evaluations of solutions.
5. Achievement of the goals set down in the University Environmental Management Plan, as well as meeting our sustainability and heritage obligations under the EP&BC Act (1999)	13) Develop an Energy Plan and Sustainability Standard and implement strategies to achieve the goals set within our current EMP.	10) Inform sustainability agenda & actively participate in the sustainability initiatives.

ⁱ http://facilities.anu.edu.au/files/2122_FS-Strategic-Plan-2010-final-190710.pdf