



# **The Procurement and Management of Small Works and Minor Maintenance: The Principal Considerations for Client Organisations (Chartered Institute of Building)**

*Jeremy Headley, Alan Griffith*

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Many client organisations occupy large and often diverse property estates which require significant expenditure on maintenance, alterations, refurbishment or small-scale new building work. Effective organisation and efficient allocation of resources are essential to ensure that the works are carried out successfully.

This book provides a detailed introduction to small works procurement and management within the large client organisation, a significant sector of the construction industry which has hitherto been neglected by researchers. In the large organisational context, characterised by large property holdings perhaps over wide geographic areas, the importance of ensuring maximum efficiency of resource use is crucial. If the regular and numerous work which is required throughout the year is not carried out in line with organisational goals then the core business will suffer. The book focuses on the suitability, efficiency and effectiveness of procurement, organisation and management of small works, and outlines the main stages in the formulation and implementation of well-defined and measurable objectives. Overall it will enable the reader to understand the decision factors involved in designing a small works procurement strategy.

*The Procurement and Management of Small Works and Minor Maintenance* is an indispensable reference for all facilities managers, consultants and contractors. It is also useful reading for undergraduate and postgraduate courses in building, construction management, maintenance and facilities management.

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