

# How to Use SFG20 to Secure Additional Maintenance Budget



**SFG20**

DRIVING FACILITIES EXCELLENCE



## Upload Your Asset Register Using SFG20 Mobiliser

Without knowing what your assets are and what you need to do to maintain them, you won't be able to keep your building safe and forecast maintenance costs.

To speed up this task, we've developed SFG20 Mobiliser, an AI-powered module that can be used alongside Facilities-iQ, SFG20's smart digital platform which houses over 1,500 maintenance schedules.

Once you've uploaded your asset register, SFG20 Mobiliser works by automatically mapping your assets to the correct maintenance schedules, saving you up to 95% of your time compared to manual mapping.

SFG20 Mobiliser is built for reality, not perfection – it can work with any asset register, whether you have 50 assets or 50,000, even if you have poor quality asset data or if it's stored in multiple places.



## Calculate Planned Preventative Maintenance (PPM) Costs

In each SFG20 maintenance schedule within Facilities-iQ, you can see **the criticality code of each task, as well as how many tasks are involved, how long they take (task timing) and how often they need to be performed (task frequency)**.

Task frequencies help you to understand how often tasks need to be completed (preventing over and under-maintenance) and **allow you to work out likely costs when combined with hourly rates for contractors**. You'll also be able to see the required skill set for each task **to determine if you already have a competent person on site and can save money on outsourcing**.

**If required, you can even tailor SFG20 schedules**, including removing unnecessary tasks, adjusting task timings and frequencies as well as amending the criticality level of non-statutory tasks to forecast more precise budget requirements.

There are two main methods to calculate PPM costs. These are:

### First Principles Estimating

This involves breaking down each task to understand:

- Labour time: Including both travel time and time on the task
- Material costs: Unit costs of replacement parts and consumables
- Ancillary costs: Specialist tools, lifting equipment or access platforms

You can calculate these manually or use formal guidance such as:

- RICS New Rules of Measurement – Part 3
- Assistance from a Quantity Surveyor or Cost Consultant

### Historical Data Review

Use your existing records (work orders, purchase orders and requisitions) to:

- Track actual time taken for tasks (start/finish times)
- Analyse material and sub-contractor costs
- Identify task trends over time

Integrated platforms such as CAFM can automate and structure this data, especially when linked to your finance or procurement system.

**All of this information will allow you to build an accurate picture for cost forecasting.**



## Determine Compliance Costs

**In addition to general PPM, it's essential to isolate and understand the cost of compliance-driven tasks – these are tasks which are legally mandated and are critical for building safety.**

You can use SFG20's task filtering tool in Facilities-iQ to select only Red (Statutory) and Pink (Mandatory) tasks.

Once filtered, you can export this list to a spreadsheet or report. You'll need to ensure to include task references, descriptions, frequencies, and resource types. For easier tracking, you can also export this list into your CAFM or CMMS system.

**Few points are more powerful than highlighting the risk of legal non-compliance –** by understanding which tasks are statutory and which are not, this allows resource to be focused accordingly to keep your building safe and compliant.



## Properly Separate Corrective Maintenance

Ensure corrective tasks identified during PPM are logged as separate jobs but linked to the originating task, as **incorrect categorisation can skew true PPM costs.**

You'll also need to ensure that your finance team have provided an appropriate set of cost codes so that data can be easily analysed and tracked.



## Assess Reactive Maintenance Costs

Review historical data spanning 5 to 10 years to calculate average annual reactive spend and align your reactive budget with risk and expectations.

**Budgeting for reactive work will depend on service expectations and available funding.**



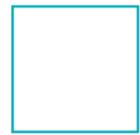
## Factor in Risk From Run to Failure (RTF) Strategies

It's important to note that higher reliance on RTF strategies can **increase risk and require greater financial reserves as you will need to factor in the cost of replacing assets as they fail.**



## Monitor End-of-Life Asset Failures

Track the frequency and cost of urgent replacements to **inform future capital planning.**



## Prepare Your Business Case

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If you've ticked off all of the above boxes, you will now have all of the relevant information you need to put together a convincing business case for key stakeholders in your organisation.

Often, it can be difficult to convince stakeholders outside of FM of the importance of investment in software and carrying out planned maintenance.

However, when you tell them about the risks they face, i.e. the risks of not carrying out statutory tasks, the penny will drop and their answer will likely change.



## Present Your Business Case

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If you want to win the argument for extra funding, you'll need to begin by stepping into the shoes of each stakeholder narrowing down your "why".

Clearly articulate what you are asking for (more budget), why you need it (compliance backed up with data) and specifically how much funding you need for compliance.

Your business case should open with the current problem in how you are currently managing your facilities, showcasing costs, any compliance issues, or wider disruption to the business.

Ultimately, your business case is not about you – it's about the people making the decision and how you can best convince them.



## Integrate Finance Systems for Accurate Forecasting

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When planning maintenance works through FM software such as CAFM, it's always best practice to have **an integrated finance system so that you can cost forecast accurately.**



## Compare PPM Costs Against Inflation

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It can also be helpful to look at annual PPM costs and how these costs are tracking **compared to inflation.**



## Benchmark Data

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Where possible, look for benchmarking data from equivalent type organisations to **understand how your cost base compares to others.**

# SFG20

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Demo Facilities-iQ with one of our experts today



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