To whom it may concern

Under the Freedom of Information Act 2000, I would like to request the following information regarding Facilities Management Services provided to your Estate:-

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Service** | **Delivery** | **🗸** | **Service Provider** | **Contract Start Date** | **Contract Expiry Date** | **Annual Expenditure** |
| **EXAMPLE** | Inhouse |  |  |  |  |  |
|  | Outsourced | **🗸** | **ABC Contractors** | **01/01/2017** | **31/12/2021** | **12,345,678** |
| Cleaning | Inhouse |  | **🗸** | **N/a** | **N/a** | **Publicly available under ERIC Returns** |
|  | Outsourced |  |  |  |  |  |
| Portering | Inhouse |  | **🗸** | **N/a** | **N/a** | **Publicly available under ERIC Returns** |
|  | Outsourced |  |  |  |  |  |
| Security | Inhouse |  | **🗸** | **N/a** | **N/a** | **Sensitive information - exempt** |
|  | Outsourced |  |  |  |  |  |
| Patient Catering | Inhouse |  | **🗸** | **N/a** | **N/a** | **Publicly available under ERIC Returns** |
|  | Outsourced |  |  |  |  |  |
| Retail Catering | Inhouse |  | **🗸** | **N/a** | **N/a** | **Information not held** |
|  | Outsourced |  |  |  |  |  |

Where services are outsourced, please could you share the procurement framework (if any) from which these services are let:-

|  |  |
| --- | --- |
| Procurement Framework: |  |

For services attracting such benefits, please could you share the appropriate wage rate / indexing mechanism utilised for base salaries payable to frontline and associated personnel (please circle):-

 AFC LLW NLW NMW Other

Please could you also confirm the contact details for the relevant officer in the Trust with overarching responsibility for these services:-

|  |  |
| --- | --- |
| Name: | Ian Robinson |
| Job Title: | Head of Facilities |
| Email: | Ian.robinson9@nhs.net |
| Telephone: | 01722 336262 |

I would be grateful if you could provide this information through completion of the tables above and returning to me at foi.rqst@gmail.com

I look forward to hearing from you and understand I should expect to receive a response within 20 working days as outlined by the Act.

Many thanks for your cooperation in this request.

Kind Regards