



FREEDOM OF INFORMATION

FOI REFERENCE: 028/22	DATE RECEIVED: 21 February 22
REQUEST	
<p>I would be most grateful if you would provide me, under the Freedom of Information Act, the following information regarding your facilities management approach:</p> <ul style="list-style-type: none"> • Which software solution(s) are used to manage your corporate property/assets including facilities management (CAFM)? When is this contract expected to expire and are you expecting to extend or renew this contract? • What was the actual contract value(s) of each contract? • Who is the senior officer (outside of procurement) responsible for this contract? • How are facilities management services (hard FM, soft FM or TFM) handled across your estate? o If any services are outsourced, which services and to which suppliers? o What are the start dates and durations of these contracts, and which services are included in each? o Is there an extension clause in the contract(s) and if so, what is the duration of the extension? o Has a decision been made yet on whether the contract(s) are being either extended or renewed? o What is the job title of the senior officer (outside of procurement) responsible for the contract(s)? • Do you utilise any outsourced helpdesk or FM integrator services? If so, with which supplier(s)? • Are you looking to commission any estate condition surveys this year? • Typically what type of fire related safety services would you outsource? FRA's, Compartmentation Surveys, Fire Strategy Development etc. 	
RESPONSE	
<ul style="list-style-type: none"> • Which software solution(s) are used to manage your corporate property/assets including facilities management (CAFM)? When is this contract expected to expire and are you expecting to extend or renew this contract? TRACK IT • What was the actual contract value(s) of each contract? £2855.20 • Who is the senior officer (outside of procurement) responsible for this contract? Head of ICT • How are facilities management services (hard FM, soft FM or TFM) handled across your estate? In house and outsourced o If any services are outsourced, which services and to which suppliers? A mix of hard and soft FM o What are the start dates and durations of these contracts, and which services are included in each? 09/07/2021 – 08/07/2022 o Is there an extension clause in the contract(s) and if so, what is the duration of the extension? N/A o Has a decision been made yet on whether the contract(s) are being either extended or renewed? Renewed o What is the job title of the senior officer (outside of procurement) responsible for the contract(s)? Technical Services Manager • Do you utilise any outsourced helpdesk or FM integrator services? If so, with which supplier(s)? In house • Are you looking to commission any estate condition surveys this year? No 	

FOI Reference Number:

Issue Date:

Page 1 of 2

Any printed documents are considered uncontrolled.





- Typically what type of fire related safety services would you outsource? FRA's, Compartmentation Surveys, Fire Strategy Development etc. [Depends on if the specialism exists inhouse.](#)