

1. Does the Force outsource, in whole or in part, any functions of facilities management, please see Annex 1 for definition of Facilities Management Services? **Yes**
2. If "yes", which parts of facilities management are outsourced? e.g. cleaning or catering, etc - **(see Annex 1 below)**
3. If "yes" to Q1, when is the contract or contracts due for renewal? – **Under section 21 of the Act, we are not required to provide information in response to a request if it is already reasonably accessible to you. The information you requested is available on the following website.**

<https://bluelight.eu-supply.com/>
4. If "no" to Q1, is the Force considering outsourcing, in whole or in part, any functions of facilities management? - **N/A**
5. If "no" to Q1, are the staff working in facilities management employed by the Force? Yes/No – **N/A**
6. If "yes" to Q5, please give the numbers of staff in the following categories:- **N/A**
7. How many police premises in the Force area require the services described in the below definition of facilities management? - **94 sites have services provided.**
8. Please list these premises by use, e.g. Divisional Headquarters, Training Centre, Firearms range, etc –

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<http://www.westmidlands-pcc.gov.uk/media/316025/pcc-wm-property-list-290514.pdf>

9. Do you have police premises in the Force area which were developed through the Private Finance Initiative (PFI)? Yes/No – **No**
10. If "yes" to Q7, please list them. – **See question 8 above**
11. Who is the person at Force level responsible for Facilities Management? – **Steve Middleditch**
12. What is the contact telephone number for that person? **101**

Annex 1 Facilities Management Definition

§ Accommodation services, including removals and storage – **Internal office moves are carried out by a mixture of contractors and our own staff depending on scale and urgency**

§ Archive and storage of records – **Some of our archiving is outsourced.**

§ Business Continuity Planning (BCP) – and Disaster Recovery (DR) – **Business Continuity is not outsourced**

§ Building, mechanical and electrical maintenance – **Yes all contracted out through our Contracts & Procurement Department**

§ Car park management - **Internal**

§ Catering – **Contracted out**

- § Central reprographics – **Contracted out and internal**
- § Specialist cleaning i.e. clinical – **Mainly contracted out**
- § Concierge – **N/A**
- § Decoration and painting – **Yes all contracted out through our Contracts & Procurement Department**
- § Energy and utility management services, including accounting – **Internal**
- § Facilities service centre (Helpdesk) – **Internal**
- § Fire Extinguisher supply and maintenance – **Yes contracted out through our Contracts & Procurement Department**
- § Furniture, fittings and equipment (FFE) – **Purchased from external suppliers**
- § Goods inwards – **N/A**
- § Grounds maintenance – **Yes all contracted out through our Contracts & Procurement Department**
- § Housekeeping services – **N/A**
- § Internal planting – **N/A**
- § IT services, including telecommunications – **We currently use a supplier to manage the deployment and repair of Airwave terminals.**
- § Linen and laundry – **We rent domestic laundry via our laundry contractor who also services such**
- § Logistics and transport services – **Mainly Internal**
- § Mailroom and postal services - **Internal**
- § Management of meeting spaces and conference facilities – **Internal facilities self-managed**
- § PAT testing – **Yes all contracted out through our Contracts & Procurement Department**
- § Pest control – **Yes all contracted out through our Contracts & Procurement Department**
- § Portering - **Internal**
- § Reprographics – **Mixture of contracted out and internal**
- § Reception, including switchboard – **Reception & contact centre internal**
- § Registry services – **N/A**
- § Retail and vending services – **N/A**
- § Security services - **Contracted**
- § Secure transport of exhibits i.e. munitions/class A drugs/exhibits – **Internal**
- § Sports and leisure facilities – **N/A**
- § Stationery services – **Contracted out**

§ Training Facilities/Conference Management – **No we do not outsource Training Facilities but will hire external venues on the rare occasions that we have insufficient capacity within force or available resources to not meet particular requirements.**

§ Waste disposal, including general, hazardous and recyclable – **Contracted out**

§ Workspace engineering – **N/A**