



Home Office

Information Access Team

Information Management Service

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Mr Henry
request-28131-
9bbef6cc@whatdotheyknow.com

Our Ref 13935
Your Ref
Date 25 February 2010

Dear Mr Henry

I am writing further to my e-mail of 5 February 2010, about your request for information concerning furniture and workstation costs covering the financial years 2007-2009 for the Home Office building at 2 Marsham Street. Your request has been handled as a request for information under the Freedom of Information Act 2000. We are now in a position to provide a full reply to your request.

I am able to disclose the information set out in the enclosed Annex.

In keeping with the Freedom of Information Act, we assume that all information can be released to the public unless it is exempt. In line with normal practice we are therefore releasing the information which you requested via the Home Office website.

I hope that this information meets your requirements. I would like to assure you that we have provided you with all relevant information that the Home Office holds.

If you are dissatisfied with this response you may request an independent internal review of our handling of your request by submitting a complaint within two months to the address below, quoting reference 13935. If you ask for an internal review, it would be helpful if you could say why you are dissatisfied with the response.

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WORKING TOGETHER TO PROTECT THE PUBLIC

As part of any internal review the Department's handling of your information request will be reassessed by staff who were not involved in providing you with this response. If you remain dissatisfied after this internal review, you would have a right of complaint to the Information Commissioner as established by section 50 of the Freedom of Information Act.

Yours sincerely

Martin Riddle
Information Access Caseworker

Freedom of Information request from Mr Henry (reference 13935)

Information requested

I would be grateful if you could tell me (for the financial years 07/08, 08/09, and please take all references to the Home Office as being for the premises occupied at 2 Marsham Street. I understand that this cuts across MOJ and UKBA- I would be grateful if a unified answer could be reached)

- 1) What percentage of furniture (such as desks, chairs and pedestals) is owned by the Home Office versus that which is leased.
- 2) How much has been spent in total on leasing office furniture (for the above years)
- 4) How much it costs to furnish a single workstation (I would be grateful if you could itemise this)
- 5) the number of workstations in the Home Office
- 6) the number of workstations in use on a day-to-day basis
- 7) The name of the company from whom this is leased

Response

- 1) All Office furniture within 2 Marsham Street is provided by the PFI supplier that operates the building
- 2) The costs for the provision, maintenance and renewal/replacement of office furniture are contained within the monthly PFI combined accommodation charge. The percentage of this payment that relates to office furniture is not held. The PFI combined accommodation charge covers accommodation provision and support services, such as reception, security guarding, cleaning etc. Details on total costs are already published by HM Treasury – row 434 of this file refers: http://www.hm-treasury.gov.uk/d/pfi_signed_projects_list.xls
- 4) Under the arrangements in place during the years in question, a standard workstation comprised the following: desk unit, return, electrical power strip, pedestal, chair and, where applicable, privacy screen(s). Costs to the PFI supplier for purchasing these items varies according to the size of the order. As a guide for small orders:

a desk unit, return and power strip: £1,000
chair: £340
pedestal £115
- 5) During each of the years covered by the request, the department had 3,781 workstations in 2 Marsham Street.
- 6) A survey during 2008-09 indicated that generally approximately sixty percent of workstations were in use at any one time. At the time staff were allocated their own workstation. In 2009/10 flexible working was introduced which provides, in general, for 8 workstations per 10 staff. This change will be completed for all HO and UKBA staff in 2 Marsham Street later this calendar year and will increase usage of workstations proportionately.

7) Furniture in 2 Marsham Street is not separately leased. As previously stated in our answer to question one, all office furniture in 2 Marsham Street is provided by the PFI supplier that operates the building. The service provider for the PFI accommodation contract is Annes Gate Property plc.

Date 25/02/2010