

**Forest of Dean District Council**, High Street, Coleford, GL16 8HG

Telephone **01594 810000**

Visit the Council website at [www.fdean.gov.uk](http://www.fdean.gov.uk)

**Annex A – Freedom of Information: Reference FODDC FOI 000848**

Your FOI Questions regarding our **Property Maintenance Services** are completed below:

No	FOI Request / Information	FOI Response
	<p>I'd like to request some information in regards to the following services.</p> <p>Listed Services:</p> <ul style="list-style-type: none"> <li>a) Laundry equipment supply, maintenance and install.</li> <li>b) Fire equipment supply, maintenance and install and provision of Fire Risk Assessments / consultancy.</li> <li>c) HVAC equipment supply, maintenance and install.</li> <li>d) Catering equipment, maintenance and install.</li> </ul>	
1	<p>Please confirm your annual spend for the listed services showing a breakdown of contract value and any additional ad-hoc spend for the previous 3 years.</p>	<p>Actual Expenditure can be accessed via the Council's Internet Site. Please refer to our webpage link "Monthly Expenditure Data (Council Spending)", web page link below.</p> <p>There are reports that list the payments and expenditure to suppliers where the charge to a specific cost centre is greater than or equal to £500.</p> <p>Please see our webpage link <a href="https://www.fdean.gov.uk/about-the-council/council-performance-and-spending/finance-and-expenditure/">https://www.fdean.gov.uk/about-the-council/council-performance-and-spending/finance-and-expenditure/</a></p> <p>Data can be sorted</p> <p>Column C details the Organisational Unit e.g. Coleford Offices Column F details the Beneficiary Name, e.g. Wye Security Systems Limited Column H details the Purpose, e.g. Fire Equipment</p>
2	<p>Please confirm where services have been won through a tender or bid process or awarded via framework.</p> <p>i) Please confirm the incumbent supplier and expected retender date.</p>	<p>The Council is part of a strategic partnership, Publica Group, covering West Oxfordshire, Cotswold and Forest of Dean District Councils and Cheltenham Borough Council.</p> <p>Forest of Dean District Council and all the Publica Group Partners have approved a collaborative framework approach to procurement. Our objective is to improve the way the Council and our partners procure services, goods and works</p>

	<p>ii) Please confirm the portal or tender forum you advertise/promote such works through.</p>	<p>and manage contracts to deliver improved quality services and make sure our spending is value for money.</p> <p>The tenders and contracts page of our website can be found at:  <a href="https://www.fdean.gov.uk/business-and-licensing/tenders-and-contracts/">https://www.fdean.gov.uk/business-and-licensing/tenders-and-contracts/</a></p> <p>The procurement department is at the centre of the council's procurement activity.</p> <p>The Publica Portal gives you access to our six partner organisations' procurement opportunities and provides information on contracts that have already been awarded. Further all Council and partner procurement opportunities of £25K and over are also advertised on GOV.UK.</p> <p>Please find tender information at  <a href="https://in-tendhost.co.uk/publicagroup/asp/Home">https://in-tendhost.co.uk/publicagroup/asp/Home</a></p> <p>Be advised, we procure all our goods and services in accordance with the Public sector Procurement Policy  <a href="https://www.gov.uk/government/collections/procurement-policy-notes">https://www.gov.uk/government/collections/procurement-policy-notes</a></p> <p>Further, every quarter, Publica Group publishes details of existing contracts across all partner councils. See our contracts register  <a href="https://www.fdean.gov.uk/business-and-licensing/tenders-and-contracts/">https://www.fdean.gov.uk/business-and-licensing/tenders-and-contracts/</a></p>
3	<p>Please confirm the name and contact details of the person responsible for procurement of the above services.</p>	<p><a href="https://www.fdean.gov.uk/contact-us/">https://www.fdean.gov.uk/contact-us/</a></p> <p>Main Switchboard: 01594 810000  <a href="mailto:customer.services@fdean.gov.uk">customer.services@fdean.gov.uk</a></p> <p>High Street, Coleford, Gloucestershire GL16 8HG</p> <p>We can confirm that the Council holds the information requested however we are unable to provide the full contact details of the person(s) requested because they are not a member(s) of the Senior Management Team.</p> <p>Release of this information would identify members of staff and as such this information is exempt from release under Section 40 (2) (Personal Data) of the FOI Act. The exemption is an 'absolute exemption' which means there is no obligation under the FOI Act to release the requested information.</p> <p>We have applied the general principle that members of the Senior Management Team, whose names and / or job titles are already in the public domain, are not considered exempt under Section 40 (2).</p>

		Would you please direct correspondence to the main contact details above, for the attention of the Role, and it will be forwarded directly.
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