

Our Ref: IM-FOI-2022-0479
Date: 04 April 2022



FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

I refer to your recent request for information which has been handled in accordance with the Freedom of Information (Scotland) Act 2002.

For ease of reference, your request is replicated below together with the response.

- **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?**

In regards to software solutions held in regards to property/asset management, in terms of Section 17 of the Act, I can confirm that the information you seek is not held by Police Scotland.

By way of explanation, Police Scotland do not use a specific software solution to manage property/asset information, standard Microsoft Office software is used. There is therefore no specific cost held that can be attributed to this function.

In regards to asset information, this is managed via the contractor for our Hard Facilities Management (HFM) contract and so Police Scotland do not have a software solution in regards to this. In terms of Section 17 of the Act, I can confirm that the information you seek is not held by Police Scotland.

Again, there is no specific cost held that relates to the software element of this contract.

- **Who is the senior officer (outside of procurement) responsible for this contract?**

The head of the Estates department is Phil Collard.

- **How are facilities management services (hard FM, soft FM or TFM) handled across your estate?**

Hard (HFM) and Soft Facilities Management (SFM) services are delivered in a blended model of supply chain partners and in-house staff.

- **If any services are outsourced, which services and to which suppliers?**

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- **What are the start dates and durations of these contracts, and which services are included in each?**
- **Is there an extension clause in the contract(s) and if so, what is the duration of the extension?**

In response to the above 3 questions, please see the attached spreadsheet.

- **Has a decision been made yet on whether the contract(s) are being either extended or renewed?**

The HFM has recently retendered and as such is not currently out to tender.

The two SFM contracts will not be renewed as individual contracts. The decision has been made to combine both purposes and a single contract is currently out to tender.

- **What is the job title of the senior officer (outside of procurement) responsible for the contract(s)?**

Please see the response to question 3.

- **Do you utilise any outsourced helpdesk or FM integrator services? If so, with which supplier(s)?**

HFM helpdesk is covered under the HFM Contract with Atalian Servest. The SFM helpdesk is provided by Sodexo.

- **Are you looking to commission any estate condition surveys this year?**

As yet, no estate commissions are planned for 2022.

- **Typically what type of fire related safety services would you outsource? FRA's, Compartmentation Surveys, Fire Strategy Development etc.**

All fire safety related services are outsourced.

Should you require any further assistance please contact Information Management quoting the reference number given.

If you are dissatisfied with the way in which Police Scotland has dealt with your request, you are entitled, in the first instance, to request a review of our actions and decisions.

Your request must specify the matter which gives rise to your dissatisfaction and it must be submitted within 40 working days of receiving this response - either by email to foi@scotland.police.uk or by post to Information Management (Disclosure), Police Scotland, Clyde Gateway, 2 French Street, Dalmarnock, G40 4EH.

If you remain dissatisfied following the outcome of that review, you are thereafter entitled to apply to the Office of the Scottish Information Commissioner within six months for a decision.

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You can apply [online](#), by email to enquiries@itspublicknowledge.info or by post to Office of the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS.

Should you wish to appeal against the Office of the Scottish Information Commissioner's decision, there is an appeal to the Court of Session on a point of law only.

As part of our commitment to demonstrate openness and transparency in respect of the information we hold, an anonymised version of this response will be posted to the Police Scotland Freedom of Information [Disclosure Log](#) in seven days' time.