The FOI team  
NHS Property Services Ltd  
99 Gresham Street  
London  
EC2V 7NG  

8 November 2017  

Dear Sirs,  

Request for information under the Freedom of Information Act 2000 from NHS Property Services Ltd ("NHSPS")  

I write requesting access to the below information under section 1(1) of the Freedom of Information Act 2000. Where we refer to Facilities Management and/or Services Charges in this request we are, for ease of reference, referring to the terminology and sub categories that NHSPS has adopted in its 2017/2018 Annual Charging Schedule.  

1. General Information.  
   a. How many freehold properties does NHSPS own?  
   b. How many leasehold properties does NHSPS own (being those held by NHSPS under a head lease)?  
   c. Broken down between those that are held by NHSPS on a freehold basis and those that are held by NHSPS on a leasehold basis, how many properties are occupied by GP tenants?  
   d. For each year since 2013, what was the total amount that was outstanding from GP tenants in respect of charges for Facilities Management?  
   e. For each year since 2013, what is the total amount that was outstanding from GP tenants in respect of charges for Service Charges?  
   f. As at today’s date what is the overall total amount that remains outstanding in respect of Facilities Management and Service Charges?  

2. Procurement of services.  
   a. Of those services (collectively “the Services”) falling within (i) the Service Charges and (ii) the Facilities Management sub categories of charges (as identified in your Annual Charging Schedule):-  
      i. which are procured from third parties who, in turn and on behalf of NHSPS, deliver the Services (whether in whole or part) to NHSPS and/or its tenants; and
ii. what are the names of the third parties procured to provide each of the Services?

b. What has been the annual cost of the Services procured by NHSPS since 2013?

c. Of the costs incurred by NHSPS for those Services procured, how much (in monetary value):
   i. is fixed (in the sense that they are not based on actual use by your tenants); and
   ii. based on use?

3. Invoicing.

   a. Are the charges invoiced to GP tenants for Service Charges and Facilities Management based on their individual use of the Services? To assist in interpreting this request I am seeking confirmation that, as an example, the costs charged to an individual GP tenant for domestic services is based on their actual use of these services.

   b. To the extent that charges are not based on their individual use, how does NHSPS calculate the costs payable by its GP tenants?

   c. Please provide the date (the relevant month and year would be fine for this purpose) that NHSPS started invoicing its GP Tenants in the manner you have identified in your answer to 3. b.

   d. How much has been invoiced by NHSPS in respect of Services Charges and Facilities Management using their current invoicing strategy/process (i.e. that strategy / process identified in answer to 3.b.)?

   e. What amount has NHSPS recovered from its tenants in respect of Service Charges and Facilities Management using their current invoicing strategy/process (i.e. that strategy / process identified in answer to 3.b.)?

I would prefer to receive the requested information by e-mail addressed to kkasaraneni@bma.org.uk with my colleague, Ciara Greene, being copied in on her e-mail: CGreene@bma.org.uk.

If you have any queries regarding this request (or require payment for complying with this request), please contact me as soon as possible on 02073836167, via email at kkasaraneni@bma.org.uk (again copying my colleague Ciara Greene in using her e-mail: CGreene@bma.org.uk) or by post at BMA House, Tavistock Square, London, WC1H 9JP.

Yours faithfully

Dr Krishna Kasaraneni
England Executive Team
General Practitioners Committee