

3 February 2020

**Our Ref:** RFI 32826

Dear

**Freedom of Information Act 2000  
Information Requested in Relation to Contract data for Services around  
Facilities Management.**

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to the above which you requested on 6 January 2020.

A response to each of the questions raised has been provided by the HR & Corporate Affairs Directorate and is attached in Appendix A.

If you are unhappy as to how this request has been handled, you have the right to seek a review within the Trust in the first instance. You should write to the Information Governance Department, Lough House, Ards Community Hospital ([informationgovernance@setrust.hscni.net](mailto:informationgovernance@setrust.hscni.net)) within two months of the date of this response and your complaint will be considered and a response provided, within 20 working days of receipt.

If, after receiving a response, you remain unhappy, you can refer your complaint to the Information Commissioner at The Information Commissioner's Office –Northern Ireland, 3rd Floor, 14 Cromac Place, Belfast, BT7 2JB. It is important to note that if you refer any matter to the Information Commissioner, you will need to show evidence of having gone through the Trust's internal review procedure to try to resolve the matter with the Trust in the first instance.

If you have any queries about this letter, please do not hesitate to contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

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**Jane McCormick**  
**Information Governance Assistant**

**Q1. For each of the different contracts below, can you please provide me with all the information using the questions below  
Office and building cleaning – Service contract that is focus around office, commercial and building cleaning services.**

A1. There are no outsourced cleaning contracts.

**Q2. Lift service and maintenance – Service contract for lift service and maintenance.**

A2.

| Supplier/Provider of the services | Total Annual Spend | Description of the services provided        | Number of sites the contract covers | Start date of the contract | End date of the contract | Extensions period. |
|-----------------------------------|--------------------|---------------------------------------------|-------------------------------------|----------------------------|--------------------------|--------------------|
| OTIS Ltd                          | £21,876.00         | MAINTENANCE OF PASSENGER / BED LIFTS        | 2                                   | 1st APRIL 2008             | 31st MARCH 2018          | 31st MARCH 2020    |
| KONE NI Ltd                       | £38,010.00         | MAINTENANCE OF PASSENGER / BED LIFTS        | 14                                  | 1st APRIL 2008             | 31st MARCH 2018          | 31st MARCH 2020    |
| THYSSENKRUPP ELEVATOR UK Ltd      | £35,713.50         | MAINTENANCE OF PASSENGER / BED LIFTS        | 4                                   | 1st APRIL 2008             | 31st MARCH 2018          | 31st MARCH 2020    |
| CAM LIFTS Ltd                     | £27,600.00         | MAINTENANCE OF STAIR LIFTS                  | 456                                 | 13th DECEMBER 2014         | 12th DECEMBER 2017       | 12th DECEMBER 2020 |
| POLLOCK LIFTS Ltd                 | £4,480.00          | MAINTENANCE OF VERTICAL THROUGH FLOOR LIFTS | 115                                 | 13th DECEMBER 2014         | 12th DECEMBER 2017       | 12th DECEMBER 2020 |
| RITCHIE HARTE & CO Ltd            | £3,120.00          | MAINTENANCE OF PASSENGER / BED LIFTS        | 1                                   | 20th APRIL 2015            | 19th APRIL 2020          | NONE               |

**Q3. Food – Service contract that is focused around catering services.**

A3. All food service is in-house.

**Q4. General waste services contracts – The organisation's primary general waste service contract.**

A4. See table below.

| Waste Stream                              | 1. Supplier                     | 2. Annual Spend (2018/19) | 3. Description of Service                                                                                                                     | 4. Number of Sites                                                                                  | 5. Start date                                           | 6. End Date                                              | 7. Duration of Contract                                 | 8. Authorised Officer                                                                                 |
|-------------------------------------------|---------------------------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| Non-hazardous Waste                       | MacNabb's Waste Management      | £236,021                  | Collection and recycling or disposal of General Waste, Mixed Dry Recyclables, Baled Cardboard and bulky skips                                 | All Trust facilities                                                                                | Framework<br>1 Jan 2018<br><br>Contract:<br>1 Jan 2018  | Framework<br>31 Dec 2021<br><br>Contract<br>31 Dec 2022  | 5 years + option to extend for up to 36months           | Dr Linda Snodden<br>Service Lead: Waste Management<br>02890 413613<br>Linda.snodden@setrust.hscni.net |
| Clinical Waste                            | Stericycle                      | £348,298                  | Collection and disposal of all clinical waste from hospital sites and disposal of clinical waste from all trust facilities which generate it. | 5 main Hospital sites (collection and disposal) and approx. 54 community facilities (disposal only) | 1 Nov 2015                                              | 30 Oct 2020                                              | 5 years + option to extend for up to 2 x 1 year periods | Dr Linda Snodden<br>Service Lead: Waste Management<br>02890 413613<br>Linda.snodden@setrust.hscni.net |
| Community clinical waste collection       | Mediclean Hygiene Services      | £47,873                   | Collection of clinical waste from all trust community facilities which generate it.                                                           | Approx. 54 community facilities (can vary depending of current clients)                             | 1 Dec 2015                                              | 30 Nov 2020                                              | 5 years                                                 | Dr Linda Snodden<br>Service Lead: Waste Management<br>02890 413613<br>Linda.snodden@setrust.hscni.net |
| Food Waste                                | ISL Waste Management            | £24,604                   | Collection and recovery of segregated food waste from Trust facilities which produce food                                                     | 39 Trust facilities                                                                                 | Framework<br>1 June 2017<br><br>Contract:<br>1 Jan 2018 | Framework<br>31 May 2021<br><br>Contract:<br>31 Dec 2020 | 3 years                                                 | Dr Linda Snodden<br>Service Lead: Waste Management<br>02890 413613<br>Linda.snodden@setrust.hscni.net |
| Confidential Waste                        | Bailey Waste Recycling (NI) Ltd | £21,054                   | Collection, security shredding and recycling of confidential paper and optical / magnetic waste                                               | All Trust facilities                                                                                | 1 Oct 2018                                              | 30 Sep 2023                                              | 5 years                                                 | Dr Linda Snodden<br>Service Lead: Waste Management<br>02890 413613<br>Linda.snodden@setrust.hscni.net |
| Waste Electrical and Electronic Equipment | Avenue Recycling                | £3,149                    | Collection and recycling or disposal of WEEE                                                                                                  | Predominantly 5 main hospital sites with                                                            | Framework<br>1 Dec 2019                                 | Framework<br>30 Nov 2023                                 | 4 years + option to extend                              | Dr Linda Snodden<br>Service Lead: Waste Management<br>02890 413613                                    |

|                |                      |        |                                                 |                                                                                                       |                                                       |                                                         |                                                |                                                                                                       |
|----------------|----------------------|--------|-------------------------------------------------|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------------------------------|------------------------------------------------|-------------------------------------------------------------------------------------------------------|
|                |                      |        |                                                 | facility to service any Trust community facility as required                                          | Contract:<br>1 Dec 2019                               | Contract<br>30 Nov 2023                                 | for up 36 months                               | Linda.snodden@setrust.hscni.net                                                                       |
| Chemical Waste | McQuillan Envirocare | £1,650 | Collection and safe disposal of chemical wastes | Predominantly 5 main hospital sites with facility to service any Trust community facility as required | Framework<br>1 Dec 2019<br><br>Contract<br>1 Dec 2019 | Framework<br>30 Nov 2023<br><br>Contract<br>30 Nov 2023 | 4 years + option to extend for up to 36 months | Dr Linda Snodden<br>Service Lead: Waste Management<br>02890 413613<br>Linda.snodden@setrust.hscni.net |

**Q5. Laundry services where clothes and linen can be washed and ironed.  
Contract profile questionnaire for each type of contract:**

A5. No external contract is in place. Service provided internally via Laundry based at Ulster Site

**Contract profile questionnaire for each type of contract:**

**Q6. Supplier/Provider of the services**

**Q7. Total Annual Spend – The spend should only relate to each of the service contract listed above.**

**Q8. A description of the services provided under this contract please includes information if other services are included under the same contract.**

**Q9. The number of sites the contract covers**

**Q10. The start date of the contract**

**Q11. The end date of the contract**

**Q12. The duration of the contract, please include information on any extensions period.**

**Q13. Who within the organisation is responsible for each of these contracts? Name, Job Title, contact number and email address.**

A6-13.

| Category/Contract               | Answer                                              |
|---------------------------------|-----------------------------------------------------|
| Office and Building Cleaning    | See A1. There are no outsourced cleaning contracts. |
| Lift service and maintenance    | See A2.                                             |
| Food                            | See A3. All food service is in-house.               |
| General waste service contracts | See A4.                                             |
| Laundry services                | See A5. No external contract in place.              |