



**Our ref: RFI 6219**

**Date: 10/02/2014**

Dear

**REQUEST FOR INFORMATION: Potted plant costs**

Thank you for your request for information about potted plant costs which we received on 15/01/2014. As you know we have handled your request under the Freedom of Information Act 2000 (FOIA).

I enclose the information you requested:

Site Name	1st Apr 09 - 31st Mar 10	1st Apr 10 - 31st Mar 11	1st Apr 11 - 31st Mar 12	1st Apr 12 - 31st Mar 13	1st Apr 13 - 31st Mar 14
London, Eastbury House	£ 1,628.16	£ 1,628.16	£ 1,628.16		
London, Nobel House	£ 14,333.16	£ 14,333.16	£ 14,333.16	£ 1,521.80	£ 1,571.22
Kings Pool York	£ 16,239.60	£ 16,239.60	£ 16,239.60		
Christmas Trees				1780	
	<b>£ 32,200.92</b>	<b>£ 32,200.92</b>	<b>£32,200.92</b>	<b>£ 3,301.80</b>	<b>£ 1,571.22</b>

1) *The amount spent on purchasing and maintaining trees and potted plants in all your department's properties over the last five years. Please go from January 1st 2009 to the present day?*

- The above table highlights the costs incurred at the main Core DEFRA sites since DEFRA outsourced a wide range facilities management services from 1<sup>st</sup> April 2009. The facilities management provider, Interserve, carry out a wide range of services as part of total FM contract.
- The table includes for internal potted plants and trees only as well as the roof garden at Nobel House. We note that our Grounds Maintenance contracts may include a nominal figure for the provision and maintenance of outdoor plants / trees, however as these are



subcontracted as bundled services we do not have the price granularity to distinguish these costs. Therefore the costs do not include for outdoor trees.

- The costs have been calculated based on monthly subcontractor maintenance contract costs.
- The reason for the significant reduction in cost in 2012/2013 is that all plant provision was reviewed and removed from the FM contract in 2012, it was agreed that a nominal amount of plant provision and maintenance would remain in place to sustain the roof garden at the Nobel house site.
- The provision of Christmas tree to all Core DEFRA sites was reviewed and removed from 1<sup>st</sup> April 2013.

2) *How many trees and potted plants your department actually has in all properties.*

- Since 1<sup>st</sup> April 2009 trees and potted plants have been maintained by the Facilities Management Provider who provide a comprehensive service covering all aspects of grounds and gardens maintenance. It is therefore not possible for the service provider to extricate the quantity of individual items maintained under the service.

3) *Name and job title of person responsible for purchasing and maintaining trees and plants. And, if applicable, the name of the contractor responsible for this?*

- The remaining trees and potted plants maintenance is provided by the current Facilities Management Provider, Interserve (Facilities Management) Limited.

4) *If contracted out, when is the contract up for renewal or termination?*

- The remaining trees and potted plants maintenance will be provided by the current Facilities Management Provider under the contract comes to an end 31<sup>st</sup> March 2024, however, the Authority is able to remove or amend the scope of services before this date.

In keeping with the spirit and effect of the FOIA, and in keeping with the government's Transparency Agenda, all information is assumed to be releasable to the public unless exempt. Therefore, the information released to you will now be published on [www.gov.uk](http://www.gov.uk) together with any related information that will provide a key to its wider context. Please note that this will not include your personal data.

I attach Annex A, which explains the copyright that applies to the information being released to you.

I also attach Annex B giving contact details should you be unhappy with the service you have received.

If you have any queries about this letter please contact me.

Yours  
Defra Correspondence Team

[Estates.correspondence@defra.gsi.gov.uk](mailto:Estates.correspondence@defra.gsi.gov.uk)

## Annex A

### Copyright

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## Annex B

### Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under regulation 18 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to Mike Kaye, Head of Information Standards, Area 4D, Nobel House, 17 Smith Square, London, SW1P 3JR (email: [requestforinfo@defra.gsi.gov.uk](mailto:requestforinfo@defra.gsi.gov.uk)) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF