

Under the current terms of the Freedom of Information Act please can you provide me with answers to the following questions:

For each building (clarified as our main administrative offices) in your organisation which is used primarily as office space, please supply the following:

- 1) UK postcode.**
- 2) Net Internal Area (NIA) of the building sq m.**
- 3) Staff (latest available data)**
 - a) Approximate total number (FTE) of office based staff for the building.**
 - b) Optional: If you also have available the total headcount of office based staff for the building, please indicate this.**
- 4) Tenure. Please indicate if the property is either:**
 - a) Owned by your organisation (freehold or leasehold)**
 - b) Managed under a PFI agreement**
 - c) Rented or leased**
- 5) For each of the buildings you have listed that is not currently owned by your organisation (i.e. you answered b) or c) to Q4), please supply the following, if available**
 - a) The approximate annual rental cost**
 - b) Any known lease break dates**
- 6) For all buildings you have listed, please supply the annual operational costs for the latest year available, excluding rent. We expect that this will normally include rates, net service charge, maintenance, cleaning, utilities, security etc. but please supply the headline figure that you usually use, specifying what is included / excluded only if necessary.**

Some of this information has been published at Annex C of the report entitled DSA's review of area office functions. As such, this information is exempt from release under section 21 (information accessible by other means) and has not been supplied. A copy of this exemption in full is attached at Annex B. The report can be found at:

<http://www.dft.gov.uk/publications/dsa-area-office-review>

I have attached at Annex C a table showing the unpublished information.

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