



Our Reference:

BY EMAIL ONLY

6 August 2015

Dear

Request for Information

Thank you for your email dated 20 July 2015 requesting information on recycling and waste management contracts at the Homes and Communities Agency (HCA). For ease of reference your request is below:

I wish to submit a freedom of information request to the organisation with regards to their current recycling and waste support and maintenance contracts.

Examples of recycling contracts you could have:

- *Green Waste Disposal*
- *Household Waste Recycling Centres*
- *Refuse Recycling Street Cleaning*
- *Recycling Collection Services*

Examples of waste management contracts you could have:

- *Waste Development Environmental Assessment*
- *Waste Transfer & MRF (Materials recovery facility)*
- *Waste Disposal Landfill*
- *Bulky Waste*

For each of the types of contract above please can you send me :

1. *Contract Type- From the examples given above please state what type of contract this is. Please state other and type of contract if the type of contract is not listed above. In some cases the organisation will have one or two big contracts that is covered in a managed contract please state in the contract description what services the contract provides as well.*
2. *The supplier of the recycling or waste contract*
3. *What is the annual average spends for each of the suppliers. For those organisations with new contracts can you please specify the estimated spend?*
4. *A brief description of what the contract entails. Please to specific to the services provided under these contract(s). Please provide me with a few sentences.*
5. *What is the contract duration of the each of the contract(s)?*

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6. *What is the start date of each contract(s)?*
 7. *What is the expiry date of each contract(s)?*
 8. *When does the organisation intend to review these contract(s)*
 9. *Who is responsible for reviewing this contract please send me their full name, actual job title, contact number and their direct email address.*
- Even if the organisation has a managed contract please can you send me all the contract information I have requested including the contact details.*
- If this contract has just been award within the last six months can you please send me information on the shortlist of suppliers that bid on the contract?*

We have now had an opportunity to investigate your request and are writing to communicate our response. Attached to this letter is a spreadsheet which details the HCA's response to the questions listed above. The spreadsheet is broken down in different tabs between the HCA's offices in Gateshead and Warrington. The information is provided to you in full, without redactions.

The offices in Gateshead and Warrington are owned and managed by the HCA. The remaining HCA offices are shared sites, and the HCA contributes a share of the cost of these services to the head leasee in line with the respective terms of occupation agreement for each site.

If you have any questions regarding this response or any further queries you can contact us at the following addresses and quote your unique reference number found at the top of this letter:

Email: mail@homesandcommunities.co.uk

Mail: Information Access Officer
Homes and Communities Agency
Fry Building
2 Marsham Street
London
SW1P 4DF

If you are unhappy with the way Homes and Communities Agency has handled your request you may ask for an internal review. You should contact

Head of Legal Services
Homes and Communities Agency
Fry Building
2 Marsham Street
London
SW1P 4DF

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at

Information Commissioner's Office
Wycliffe House

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Fry Building, 2 Marsham Street, London, SW1P 4DF

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Yours sincerely

Naomi McMaster
Information Access Officer
Homes and Communities Agency