



# Facilities Management Control

## Contents



Government  
Property  
Function

The Facilities Management (FM) Control does not replace or negate any other government or departmental procurement or governance policies and processes. With this in mind, this guidance is written assuming an appropriate level of prior knowledge of the following:

- [Maintenance](#)
- [Horticultural services](#)
- [Statutory obligations](#)
- [Catering services](#)
- [Cleaning services](#)
- [Workplace FM services](#)
- [Reception services](#)
- [Security services](#)
- [Waste services](#)
- [Miscellaneous FM services](#)
- [CAFM and Helpdesk Services](#)
- [Contacts](#)

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Airport and Aerodrome Maintenance Services
- Audio Visual (AV) Equipment Maintenance
- Automated Barrier Control System Maintenance
- Building Management System (BMS) Maintenance
- Catering Equipment Maintenance
- Environmental Cleaning Service
- Fire Detection and Firefighting Systems Maintenance
- High Voltage (HV) and Switchgear Maintenance
- Internal & External Building Fabric Maintenance
- Lifts, Hoists & Conveyance Systems Maintenance Locksmith Services
- Mail Room Equipment Maintenance
- Mechanical and Electrical Engineering Maintenance
- Office Machinery Servicing and Maintenance
- Planned Preventative Maintenance & Remedial Works
- Planned / Group Re-Lamping Service
- Reactive Maintenance Services
- Security, Access and Intruder Systems Maintenance
- Specialist Maintenance Services
- Standby Power System Maintenance
- Television Cabling Maintenance
- Ventilation and Air Conditioning System Maintenance
- Voice Announcement System Maintenance

**The following services are classed as FM and are in the scope of the FM control if procured as a bundled service. If being bought individually you do not need approval.**

- Cut Flowers and Christmas Trees
- Internal Planting
- Professional Snow & Ice Clearance
- Reservoirs, Ponds, River Walls and Water Features Maintenance
- Tree Surgery (Arboriculture)

**The following services are classed as FM and are in the scope of the FM control, either as a single or bundled service.**

- Grounds Maintenance Services

# Facilities Management Control

## Statutory Obligations



Government  
Property  
Function

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Asbestos management
- Air Conditioning Systems
- Asset Management
- Asset Data Survey
- Building Information modelling and government soft landings
- Compliance plans, specialist surveys and audits
- Conditions survey
- Electrical testing
- Fire risk assessments
- Portable appliance testing
- Statutory inspections
- Water hygiene maintenance

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Chilled potable water
- Retail services / convenience Store
- Deli/ coffee bar
- Events and functions
- Full service restaurant
- Outside catering
- Residential catering services

**The following services are classed as FM and are in the scope of the FM control if procured as a bundled service. If being bought individually you do not need approval.**

- Hospitality and meetings
- Trolley service
- Vending services (food & beverage)

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Cleaning of communications and equipment rooms
- Cleaning of curtains and window blinds
- Cleaning of external areas
- Cleaning of integral barrier mats
- Deep (periodic) cleaning
- Housekeeping
- IT equipment cleaning
- Linen and laundry services
- Medical and clinical cleaning
- Mobile cleaning services
- Pest control services
- Reactive cleaning (outside cleaning operational hours)
- Routine cleaning
- Specialist cleaning
- Window cleaning (external)
- Window cleaning (internal)

**The following services are classed as FM and are in the scope of the FM control if procured as a bundled service. If being bought individually you do not need approval.**

- Administrative support services
- Archiving (on-site)
- Cable management
- Clocks
- Courier booking and external distribution
- Furniture management
- Handyman services
- Internal messenger service
- Mail services
- Move and space management - internal moves
- Portable washroom solutions
- Porterage
- Reprographics service
- Signage
- Space management
- Stores management



# Facilities Management Control

## Reception Services



Government  
Property  
Function

**The following services are classed as FM and are in the scope of the FM control if procured as a bundled service. If being bought individually you do not need approval.**

- Car park management and booking
- Reception service
- Taxi booking service
- Voice announcement system operation

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Additional security services
- CCTV / alarm monitoring
- Control of access and security passes
- Emergency response
- Enhanced security requirements
- Key holding
- Lock up / open up of buyer premises
- Management of visitors and passes
- Manned guarding service
- Patrols (fixed or static guarding)
- Patrols (mobile via a specific visiting vehicle)
- Reactive guarding
- Vehicular Security and Safety Measures

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Gas
- Electricity
- Metering services
- National Fuels
- Renewable Energy
- Water (including waste water)
- Vehicle Charging Infrastructure
- Demand side response
- Lighting.



**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Classified waste
- Clinical waste
- Personal hygiene waste
- General waste
- Hazardous waste
- Medical waste
- Recycled waste



**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Minor works and associated services
- Building or civil engineering (maintenance, refurbishment or restoration) excluding new build .

# Facilities Management Control

## Miscellaneous FM Services



Government  
Property  
Function

**The following services are classed as FM and are in the scope of the FM control if procured as a bundled service. If being bought individually you do not need approval.**

- Childcare facility
- Sports and leisure
- Driver and vehicle service
- First aid and medical service
- Flag flying service
- Journal, magazine and newspaper supply
- Hairdressing services
- Footwear cobbling services
- Provision of chaplaincy support services

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- Housing and residential accommodation management
- Training establishment management and booking service

# Facilities Management Control

## CAFM and Helpdesk Services



Government  
Property  
Function

**The following services are classed as FM and are in the scope of the FM control, either as single or bundled services**

- CAFM system
- Helpdesk services
- Management of billable works

These could be procured either as part of the FM contract or separately as an Integrator function (please speak to CCS for further advice)

# Facilities Management Control

## FM Consumables



Government  
Property  
Function

**The following items are classed as FM and are in the scope of the FM control, either as single or multiple items**

- Heating and electrical products
- Domestic kitchens
- Paints and solvents
- Flooring
- Tool and plant sale and hire
- Protective wear
- Office Stationery and Electronic Office Supplies
- Building Cleaning/Janitorial Supplies
- Building Materials, Tools and Equipment (Purchase and Hire)

These could be procured either as part of the FM contract or separately. This list is not exhaustive.



# Facilities Management Control Contacts



Government  
Property  
Function

All queries relating to this control should be directed to  
[fmcontrols@cabinetoffice.gov.uk](mailto:fmcontrols@cabinetoffice.gov.uk)