

**Information Governance**

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28 February 2023

**Our reference: FOI DA4599**

I am responding to your request for information received 16 February 2023. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,



Keshia Harvey  
Information Governance Manager

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

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

Tel: 0303 123 1113  
Web: [www.ico.org.uk](http://www.ico.org.uk)

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**Chief Executive:** Paul Calaminus  
**Chair:** Eileen Taylor

**Request:** I am currently undertaking some research into how often post occupancy evaluations take place following completion of a capital project within the NHS. Whilst the planning of post occupancy evaluations is a part of the five case model for developing public sector business cases, RIBA Plan of work stage 7 and is integral to P23 contracts, it does not appear that many post occupancy evaluations are actually undertaken, or published. I am trying to understand if NHS Trusts do undertake post occupancy evaluations but don't publish the outcome, or the reasons preventing them from undertaking post occupancy evaluation. I would very much appreciate it if you could please answer the following questions related to this subject

**Question 1:** Has the Trust undertaken and completed any capital construction projects within the last 5 years?

**Answer:** The Trust considers any estates related project funded from its CDEL, to be a capital project. The Trust has therefore carried out capital projects within the last five years.

**Question 2:** If yes, was a post occupancy evaluation (POE) study carried out after the project's completion?

**Answer:** Formal post occupancy evaluations have not been carried out. However, the Trust is aiming to introduce this final part of the project process in the new financial year.

**Question 3:** If no, what were the reasons for not carrying out a POE?

**Answer:** Informal engagement with stakeholders is carried out to understand any lessons learned to feedback into future projects. We work closely with the teams in developing the business case, and this is scrutinised for benefits and adherence to the Trust values before funding is granted. A post occupancy evaluation may be carried out by the individual client teams but we do not currently benefit from this.

**Question 4:** If a POE was carried out did the Trust find the results of this beneficial?

**Answer:** Not applicable.

**Question 5:** If a POE was carried out were the results published and/or shared within the wider NHS?

**Answer:** Not applicable.

**Question 6:** Please could contact details be provided of anyone within the Trust who would be willing to take part in a more detailed discussion about POE

**Answer:** David Stevens, Director of Estates, Facilities & Capital Development, [david.stevens18@nhs.net](mailto:david.stevens18@nhs.net)



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