



**East London**  
NHS Foundation Trust  
**Information Governance**  
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**Website:** <https://www.elft.nhs.uk>

6 November 2025

**Our reference: FOI DA6313**

I am responding to your request for information received 16 October 2025. This has been treated as a request under the Freedom of Information Act 2000.

When an organisation receives a request for information under the Freedom of Information Act, it is allowed under the Act to apply a blanket exemption to this where it has concluded that providing a response would take in excess of eighteen hours.

When the cost of compliance and extracting information would exceed eighteen hours, a cost limit of £450 can be applied. This is explained in Section 12 of the Freedom of Information Act 2000 and is based on a rate of £25 per hour, regardless of the rate of pay of any individual involved in the retrieval of requested information, and equates to eighteen hours work.

Having reviewed your request, the Trust has noted that it would not be able to provide all the information requested within the eighteen hours specified in the Freedom of Information Act 2000. However, in this instance and to assist you, we have provided a partial response to your request as per below.

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,

Information Rights Coordinator



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'what matters' to everyone, achieve a better quality  
of life and continuously improve our services.  
**We care . We respect . We are inclusive**

**Chief Executive Officer:** Lorraine Sunduza  
**Chair:** Eileen Taylor

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)

**Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention**



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**Request:**

## **Section 1: Property Guardian Companies & Vacant Property Management**

### **Question 1: Selection Process:**

**What is the process and criteria used by your organisation to select Site security or property guardian companies for managing vacant properties?**

**Answer:** The Trust has reviewed question 1 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

*Any person making a request for information to a public authority is entitled—  
(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and  
(b) if that is the case, to have that information communicated to them.*

East London NHS Foundation Trust does not use property guardian companies as requested and is therefore unable to provide a response.

Vacant properties are managed as per the Trusts usual / standard security procedures, with enhanced patrols.

### **Question 2: Current Providers:**

**Which security companies are currently contracted or engaged by your organisation to protect your vacant property?**

**Answer:** The Trust has reviewed question 2 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

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(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and  
(b) if that is the case, to have that information communicated to them.*

East London NHS Foundation Trust does not use security companies as requested and is therefore unable to provide a response.

Vacant properties protection is managed internally as per the Trusts usual / standard security procedures, with enhanced patrols.

### **Question 3: Tendering Schedule:**

**When is the next tendering or procurement process scheduled for property guardian or other vacant property security services?**

**Answer:** There is no scheduled/ planned tendering or procurement process.

### **Question 4: Decision Makers:**

**a) Who is responsible for selecting property guardian companies (please provide role/department name and email address)?**

**Answer:** Estates, Facilities and Capital Development Team.  
Email: [elft.estates@nhs.net](mailto:elft.estates@nhs.net)

**b) Who oversees the management and security of vacant properties (role/department name and email address)?**



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Answer: Estates, Facilities and Capital Development Team.  
Email: [elft.estates@nhs.net](mailto:elft.estates@nhs.net)

## **Section 2: Vacant or Empty Sites (All Property Types)**

### **Question 1: Current and Predicted Vacant Sites:**

**a) How many vacant or empty sites does your organisation currently own or manage?**

Answer: The Trust currently has two vacant properties.

**b) How many sites are predicted to remain vacant or empty for one month or longer?**

Answer: No sites are predicted to remain vacant or empty for one month or longer.

**c) How many operational sites are scheduled to closed in the next year, what are their addresses and to which team or Decision maker will they be given to manage?**

Answer: No operational sites are scheduled to close buildings in the next year.

The decision to close any buildings would be approved by the Executive Leadership Team.

### **Question 2: Costs Associated with Vacant Sites:**

**Please provide annual spend on the management of vacant/empty sites, including:**

- a) Business rates**
- b) Utilities (electricity, water, gas)**
- c) Security (CCTV, patrols, fencing, etc.)**
- d) Maintenance and repairs**
- e) Any other associated costs**

Answer: The Trust has reviewed question 2 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 12(1) of the Freedom of Information Act 2000 states:  
*Section 12(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit*

The Trust has reviewed your request for information and in order to collate this information, it would be necessary to review thousands of documents such as invoices. This is estimated to take over 18 hours.

### **Question 3: Policy on Vacant Properties:**

**Please provide a copy of your organisation's policy or guidelines regarding the management, use, or disposal of vacant/void properties.**

Answer: The Trust has reviewed question 3 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:  
*Any person making a request for information to a public authority is entitled—  
(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and  
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East London NHS Foundation Trust does have a policy for vacant properties as requested and is therefore unable to provide a response.



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