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28th November 2025
Internal Ref: 251026
Email:

Dear Requester,

The trust acknowledges receipt of your Freedom of Information Act 2000 (FOIA) request, referenced above. Please ensure you quote this number in any future correspondence.

FOI Request

You asked us:

I am writing to make a request for information under the Freedom of Information Act 2000.

Please provide the following information:

Section 1: Property Guardian Companies C Vacant Property Management

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?
2. **Current Providers:**
Which security companies are currently contracted or engaged by your organisation to protect your vacant property?
3. **Tendering Schedule:**
When is the next tendering or procurement process scheduled for property guardian or other vacant property security services?
4. **Decision Makers:**
 - Who is responsible for selecting property guardian companies (please provide role/department name and email address)?



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

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

1. **Current and Predicted Vacant Sites:**

- How many vacant or empty sites does your organisation currently own or manage?
- How many sites are predicted to remain vacant or empty for one month or longer?
- How many operational sites are scheduled to be closed in the next year, what are their addresses and to which team or Decision maker will they be given to manage?

2. **Costs Associated with Vacant Sites:**

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

- Business rates
- Utilities (electricity, water, gas)
- Security (CCTV, patrols, fencing, etc.)
- Maintenance and repairs
- Any other associated costs

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.

Formal Response

The Trust confirms it holds the information you have requested.

Section 1: Property Guardian Companies C Vacant Property Management

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?

It is rare that we have vacant properties but where we do, we manage these in house with the assistance of local contractors where appropriate. ~

2. **Current Providers:**

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

SSG Support Services Group Ltd are our security company covering a range of services across the Trust as and when required.



3. Tendering Schedule:

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

There is an extension option available on the current contract, so possibly tendering activity would be late 2026.

4. Decision Makers:

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

We do not currently use property guardian companies

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

Property Services Manager

The Trust does not provide individual names or contact details in response to FOI requests. Business enquiries can be made by emailing enquiries@secamb.nhs.uk. Alternatively, names and roles of SECAmb employees already in the public domain can be found via our website here: [About Us | SECAmb](#)

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

1. Current and Predicted Vacant Sites:

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

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

Both are under contract for early sale.

- **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?**

No additional freehold sites are expected to be vacated (unless simultaneously sold) within the next year.

2. Costs Associated with Vacant Sites:

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



Business rates

As an NHS Trust, our vacant sites are usually removed from the rating list (as arranged by our retained business rates consultants), so these costs are nominal (if any)

Utilities (electricity, water, gas)

Minimal, as we isolate water and gas in general, just leaving electricity on to allow safe access onto the site, if needed.

Security (CCTV, patrols, fencing, etc.)

Where a site is at risk from trespass, we would rent concrete barriers and steel board windows / doors. Circa £500 pw for a large site.

Maintenance and repairs

Very limited costs, as once we've moth-balled a site, no maintenance is carried out.

Any other associated costs

None

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.

We seek to comply with NHS Estate code/Health Building Note 00-08

Next steps

Please note you will be able to source a lot of information which is made available on our website.

Should you be dissatisfied with our response then in the first instance please contact Richard Banks, Head of Corporate Governance, via the following email address: FOI@secamb.nhs.uk

You can ask us to review our original response. If you would like us to carry out an internal review, please let us know within 40 working days of you receiving our original response. This review will be conducted by an individual who was not directly involved in reviewing the original response, ordinarily, the Trust Data Protection Officer.

We will endeavour to complete this request within 20 working days.



Should you remain dissatisfied then you can contact the [Information Commissioner's Office](#) (ICO). Complaints to the ICO should be made within six weeks of receiving the outcome of an internal review. The easiest way to lodge a complaint is through their website: www.ico.org.uk/foicomplaints.

Alternatively, the ICO's postal address is:
Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF.

Yours sincerely,

**Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust**



Saving Lives,
Serving Our Communities

Chair: Michael Whitehouse CEO: Simon Weldon