

## Estates and facilities

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Director of Capital, Estates & Facilities Management: **Carin Charlton**

Responsibilities include:

- Maintenance of grounds, buildings and engineering installations
- Energy management
- Voice telecommunications, including the Switchboard and Main Reception
- Parking
- Travel information
- Business travel services
- ID Badges
- Cleaning
- Porterage
- Security
- Post
- Laundry
- Catering
- Waste disposal and incineration
- Design of new works, small and large
- Residential accommodation