



[REDACTED]

10 September 2021

Dear [REDACTED],

Freedom of Information request: FOI2021/00372

Thank you for your Freedom of Information request received on the 13 August in which you requested the following:

Your request:

Please send me details for the period 2020-2021 on the following:

- a) The total value of the courier service contracts that were outsourced*
- b) The name of your primary courier supplier*
- c) The value of your primary supplier's contract*
- d) The expiry date of that contract*
- e) The total cost of the courier services that were not outsourced but managed in-house?*
- f) The number of staff employed in managing the in-house contracts*
- g) The number of vehicles either owned or leased to meet the in-house courier requirement*
- h) The name and email of the person responsible for the management of courier services*

Our response

I can confirm UK Research and Innovation (UKRI) hold the information relevant to your request. Please see the information below.

- a) The total value of the courier service contracts that were outsourced*

UKRI does not currently have a single courier contract that provides this service across UKRI. Spend is ad hoc, across a number of suppliers; the total value of spend on courier services for FY 2020-21 was £102,531.

- b) The name of your primary courier supplier*
- c) The value of your primary supplier's contract*
- d) The expiry date of that contract*

These three points in your request are not applicable, as UKRI does not have a primary courier supplier.

- e) The total cost of the courier services that were not outsourced but managed in-house?*

UKRI does not have in-house courier services however during the lockdown periods of 2020/2021 internal staff made some deliveries of IT equipment to staff living locally. These were ad hoc deliveries and have not been costed. This was a temporary arrangement during the pandemic and is expected to end when the situation returns to normal.

- f) The number of staff employed in managing the in-house contracts*

UKRI does not have in-house courier contracts but one member of staff manages out-sourced courier services.

g) The number of vehicles either owned or leased to meet the in-house courier requirement

UKRI lease two vehicles for other purposes. During the pandemic these vehicles were deployed to make deliveries. As stated this temporary arrangement will cease and the vehicles will revert to their primary use.

h) The name and email of the person responsible for the management of courier services

The procurement team are responsible for contracts and can be contacted at: commercial@ukri.org

Please note that the name, job title and contact details of the person responsible for the management of courier services has been withheld. We consider that this information constitutes personal data and falls under the exemption at section 40(2) of the FOI Act. Section 40(2) exempts personal information such as names of individuals from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would, amongst other things, contravene one of the data protection principles.

Disclosing this information would contravene the first Data Protection Principle as defined under Section 86 of the Data Protection Act 2018 and Article 5 of the UK General Data Protection Regulation (UK GDPR). Section 40(2) is an absolute exemption and does not require a public interest test.

If you have any queries regarding our response or you are unhappy with the outcome of your request and wish to seek an internal review of the decision, please contact:

Head of Information Governance

Email: foi@ukri.org or infogovernance@ukri.org

Please quote the reference number above in any future communications.

If you are still not content with the outcome of the internal review, you may apply to refer the matter to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review procedure provided by UKRI. The Information Commissioner can be contacted at: <http://www.ico.gov.uk/>

If you wish to raise a complaint regarding the service you have received or the conduct of any UKRI staff in relation to your request, please see UKRI's complaints policy: <https://www.ukri.org/about-us/policies-and-standards/complaints-policy/>

Yours sincerely,


Information Governance
Information Rights Team
UK Research and Innovation
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