



Freedom of Information

A breakdown of courier company expenditure

For a Link to the FOI/EIR page visit: <http://jncc.defra.gov.uk/default.aspx?page=6077>
For further information about the Joint Nature Conservation Committee visit:
<http://jncc.defra.gov.uk/>

Number of FOI 201819

Request

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

Can you please send me details for the period 2017-18 on the following:

The total value of the courier service contracts that were outsourced?

2. The name of your primary and any secondary Courier supplier

The value of your primary supplier contract, its expiry date and the services they provide (e.g. same day/next-day/overnight)

The value of your secondary supplier's contract, its expiry date and the and services they provide (e.g. same day/next-day/overnight)

3. The total cost of the courier services that were managed in-house?

The number of staff employed in managing those contracts

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

4. The name and email of the person responsible for the procurement/management of these services?

If this request is unclear, I would be grateful if you could contact me as I understand that under the Act, you are required to advise and assist requester.

If any of this information is already in the public domain, please can you direct me to it, with page references and URLs if necessary?

If the release of any of this information is prohibited on the grounds of breach of confidence, I ask that you supply me with copies of the confidentiality agreement and remind you that information should not be treated as confidential if such an agreement has not been signed.

I understand that you are required to respond to my request within the 20 working days after you receive this letter. I would be grateful if you could confirm by email that you have received this request.

Reply

Thank you for your request for information received by JNCC on Monday 4th June 2018, which we have dealt with under the Freedom of Information Act 2000.

We have answered your questions in order.

You requested details of JNCCs courier service use for the period 2017-18. Please note that JNCC has two main offices, Monkstone House in Peterborough and Inverdee House in Aberdeen. Some answers will be joint information, others will indicate a split response where necessary.

1) The total value of the courier service contracts that were outsourced?

- Neither the Aberdeen Office nor the Peterborough Office hold a contract with any courier service company.

2) The name of your primary and any secondary Courier supplier

- The Aberdeen Office currently use Parcellforce which, for their requirements, has so far proven to be best value for money.
- The Peterborough Office uses whichever provider offers best value for money depending on the requirements of the delivery.

2a) The value of your primary supplier contract, its expiry date and the services they provide (e.g. same day/next-day/overnight)

- Neither Aberdeen nor Peterborough hold a primary contract, due to low shipment numbers and value.

2b) The value of your secondary supplier's contract, its expiry date and the and services they provide (e.g. same day/next-day/overnight)

- Neither Aberdeen nor Peterborough hold a secondary contract, due to low shipment numbers and value.

3) The total cost of the courier services that were managed in-house?

- For Aberdeen - £216.24
- For Peterborough - £1,912.13

3a) The number of staff employed in managing those contracts

- For Aberdeen - no one person is specifically employed for this task. There are two main, internal points of staff contact.
- For Peterborough - no one person is specifically employed for this task. There are six internal points of staff contact.

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

- For JNCC – none.

5) The name and email of the person responsible for the procurement/management of these services?

- For Aberdeen this is Claire McGregor (claire.mcgregor@jncc.gov.uk)
- For Peterborough this is Anna Noble (anna.noble@jncc.gov.uk)

Please acknowledge receipt of this email. If you require any further detail please do not hesitate to contact us.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint please contact Kirsty Meadows (kirsty.meadows@jncc.gov.uk).

If you are still not satisfied following this, you can make an appeal to the Information Commissioner who is the statutory regulator. The Information Commissioner can be contacted at:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Telephone: 08456 30 60 60

01625 54 57 45

www.ico.gov.uk

Yours sincerely,

John Henson Webb

Communications and Corporate Governance Officer

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