

24<sup>th</sup> July 2019

[REDACTED]

[REDACTED]

**Freedom of Information request: 2019/0130**

Thank you for your freedom of information request received on the 3rd of June 2019 in which you requested the following:

**Your request:**

I want to submit a request for some information from the organisation, in relation to their contract's register.

The contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

1. Contract Reference
2. Contract Title
3. Procurement Category
4. Supplier Name
5. Spend (Total or Annual)
6. Contract Duration
7. Contract Extensions
8. Contract Starting Date
9. Expiration Date
10. Contract Description [Please provide me with as much detail as possible.]
11. Contact Owner (Full contact details if possible.)
12. CPV codes/ProClass
13. Contract Reference

**IMPORTANT**

1. For those organisation planning to make an exemption, the spend information I have requested is an overall figure and I am not requesting a complete breakdown of services relating to the spend.
2. If the organisation has a CRM system or a similar system there should be a facility to download and extract contract data.
3. You may forward me a Weblink to a portal to download the contract register, please make sure all of the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all of their contracts.

Please do not think that this is the only information I require if you could provide me with more information that would be great.

## Contract Data/API Contact Details

14. Can you also provide me with contact details of the person responsible for the actual contract's register or someone responsible for API? [Name, Job Title, Telephone, Email Address] At the very least provide me with their actual job title.

(Meaning of API "a set of functions and procedures that allow the creation of applications which access the features or data of an operating system, application, or other service.")

### **Our response**

I can confirm UK Research and Innovation hold information relevant to your request, however the information is not available in the format requested. We have determined that collating the information as requested would exceed the cost limit as outlined by Section 12 of the Freedom of Information Act 2000.

Section 12 of FOIA allows a public authority to refuse to deal with a request where it estimates that it would exceed the appropriate limit to: - either comply with the request in its entirety or; - confirm or deny whether the requested information is held. The estimate must be reasonable in the circumstances of the case. The appropriate limit is £450 for UKRI (18 Hours\*£25= £450).

To explain further, we utilise a procurement portal which contains the information on all contracts, however we could not release all of this information as some of the contracts are confidential. In order to ascertain which contracts are confidential it would be necessary to manually review each contract to identify if any Non-Disclosure Agreements are in place for each one. It is our reasonable estimate that this would greatly exceed the 18 hours cost limit given that each contract, of which there are several thousand within the procurement portal, would need to be reviewed thoroughly.

Please also note that we publish details of many contracts to the Gov.uk website, Contracts Finder: <https://www.contractsfinder.service.gov.uk/Search>. This may be a useful source if you are looking to identify a particular area.

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

### **Head of Information Governance**

UK Research and Innovation

Polaris House

North Star Avenue

Swindon

SN2 1FL

Email: [foi@ukri.org](mailto:foi@ukri.org) or [infogovernance@ukri.org](mailto:infogovernance@ukri.org)

Please quote the reference number above in any future communications.

If you are still not content with the outcome of the 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:

Information Commissioner

Wycliffe House,

Water Lane

Wilmslow

Cheshire

SK9 5AF

Enquiry/Information Line: Between 9am and 5pm Monday to Friday 0303 123 1113 or 01625 545745

Further information about the Office of the Information Commissioner can be found 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,

[REDACTED]

UK Research and Innovation, Information Governance Team

Email: [foi@ukri.org](mailto:foi@ukri.org)