



University of East Anglia

Information Services Directorate

The Library  
University of East Anglia  
Norwich Research Park  
Norwich NR4 7TJ  
United Kingdom

Email: [foi@uea.ac.uk](mailto:foi@uea.ac.uk)  
Tel: +44 (0) 1603 59 2431  
Fax: +44 (0) 1603 591 010  
Web: <http://www.uea.ac.uk>

10 May 2017

Dear [REDACTED]

**Freedom of Information Act 2000 – Information request (ref: FOI\_17-107)**

We have now considered your request of 27 April 2017 for the following information:

*‘Please can the University indicate whether each of their cleaning, catering, and security services are contracted out, or delivered in-house. If any of your cleaning, catering, and security services are contracted out, please provide the following details for each outsourced contract (in excel format):*

- *Contract name*
- *Contract start date*
- *Contract end date*
- *If there is the potential to extend the contract beyond the end date, and if so, by how many years*
- *Annual contract value*
- *Name of the current contractor*
- *The contact details of the person responsible for procuring the services’*

As requested, our response is in the accompanying Excel file, ‘FOI\_17-107 Appendix A’.

The information provided is largely the same as our response to a previous similar request. The earlier response includes additional detail on the contracts that may be helpful. See:

[https://portal.uea.ac.uk/documents/6207125/11658459/160509\\_Response+letter\\_FOI\\_16-102\\_Redacted.pdf/](https://portal.uea.ac.uk/documents/6207125/11658459/160509_Response+letter_FOI_16-102_Redacted.pdf/)

As with our earlier response, it is not possible to provide all the requested information. The Act contains a number of exemptions that allow public authorities to withhold certain information from release. We have applied the following exemption to the requested annual contract value for one of the outsourced security services.

Exemption	Reason
s.43(2), Prejudice to commercial interests	Disclosure of information would, or would be likely, to prejudice the commercial interests of a person as defined by the Act

Although our service provider has changed since the date of our previous response, the current provider, Broadland Guarding Services, has confirmed they also wish for the contract value to be exempt from disclosure.

The reasons why we have withheld this information are set out in our response to another FOI request:

[https://portal.uea.ac.uk/documents/6207125/12097650/160315\\_Response+letter\\_FO I 16-065\\_Redacted.pdf](https://portal.uea.ac.uk/documents/6207125/12097650/160315_Response+letter_FO%20I_16-065_Redacted.pdf)

Our position on this exemption remains unaltered, despite the change in provider.

We hope this response will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

[https://ico.org.uk/Global/contact\\_us](https://ico.org.uk/Global/contact_us), or by telephone on 0303 123 1113.

Please note that any material over which UEA has copyright is released on the understanding that you will comply with all relevant copyright rules regarding reproduction and/or transmission of the information provided.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Ellen Paterson  
Information Policy and Compliance Manager  
University of East Anglia