



Date: 28/02/2020
Our Ref: RFI2911
Tel: 0300 1234 500
Email: infogov@homesengland.gov.uk

██████████
By Email Only

Windsor House
Homes England – 6th Floor
50 Victoria Street
London
SW1H 0TL

Dear ██████████

RE: Request for Information – RFI2911

Thank you for your request for information, which was processed under the Freedom of Information Act 2000 (FOIA).

You requested the following information:

Please can you assist me through the Freedom of Information in providing the following information please:

1. *Please state the number of printers currently within the organization, including a breakdown of number MFD's, printers & photocopiers.*
2. *Please state the number of devices that are A3 compatible.*
3. *What percentage of your fleet is printed in colour vs mono?*
4. *In terms of usage, what is your monthly page volumes?*
5. *Who are the main manufacturers for the printers (hardware)?*
6. *Who is your preferred supplier for Hardware?*
7. *Who are the main supplier(s) of print consumables (Toner, spares, etc)?*
8. *What is the approximate spend on printers and consumables during the last year?*
9. *What Framework (if any) do you use for your print consumables (toners, inks)*
10. *What are the start and end dates for the managed print contract in your organization (if applicable to the MFD's)?*
11. *Which procurement route or framework was used to procure this service?*
12. *The named person and their role in your organization in charge of the procurement for Print Hardware*
13. *The named person and their role in your organization in charge of any managed print contracts.*
14. *The named person and their role in your organization in charge of procurement for Print supplies (toner and ink)*

We wrote to you for clarification regarding question 4, and you advised that a monthly average for the year 2019 would be an acceptable level of detail.

Response

We can confirm that we do hold the requested information, we will address each of your questions in turn.

1. ***Please state the number of printers currently within the organization, including a breakdown of number MFD's, printers & photocopiers.***

There are 36 Multi-Functional Devices (MFDs).



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2. Please state the number of devices that are A3 compatible.

All 36 MFDs are A3 compatible.

3. What percentage of your fleet is printed in colour vs mono?

All our devices are default set to mono but are colour capable.

4. In terms of usage, what is your monthly page volumes? (monthly average over 2019)

The average usage per month is 196,956 pages.

5. Who are the main manufacturers for the printers (hardware)?

Xerox.

6. Who is your preferred supplier for Hardware?

Xerox.

7. Who are the main supplier(s) of print consumables (Toner, spares, etc)?

Xerox.

8. What is the approximate spend on printers and consumables during the last year?

The approx.. spend during the last year was £47,000.

9. What Framework (if any) do you use for your print consumables (toners, inks)

Homes England uses Crown Commercial Service Framework – ID: RM3781 – Multi-Functional Devices, Managed Print & Content Services.

10. What are the start and end dates for the managed print contract in your organization (if applicable to the MFD's)?

The contract start date was 1 February 2019 and is a 60 month contract.

11. Which procurement route or framework was used to procure this service?

Crown Commercial Service Framework – ID: RM3781 – Multi-Functional Devices, Managed Print & Content Services.

12. The named person and their role in your organization in charge of the procurement for Print Hardware &

13. The named person and their role in your organization in charge of any managed print contracts.

Section 40 – Personal information

We are withholding information on the grounds that it constitutes third party personal data and therefore engages section 40(2) of the FOIA.

To disclose personal data, such as names, contact details, addresses, email addresses and personal opinions could lead to the identification of third parties and would breach one or more of the data protection principles.



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Section 40 is an absolute exemption which means that we do not need to consider the public interest in disclosure. Once it is established that the information is personal data of a third party and release would breach one or more of the data protection principles, then the exemption is engaged.

The full text in the legislation can be found on the following link;
<https://www.legislation.gov.uk/ukpga/2000/36/section/40>

In order to provide advice and assistance in accordance with Section 16 of the FOIA, we can advise that the relevant team is the Facilities team, who can be contacted through our enquiries service:
enquiries@gov.uk.

14. The named person and their role in your organization in charge of procurement for Print supplies (toner and ink)

Print Supplies are part of our Print Managed Service with Xerox.

Right to Appeal

If you are not happy with the information that has been provided or the way in which your request has been handled you may request an internal review by writing to;

The Information Governance Team
Homes England – 6th Floor
Windsor House
50 Victoria Street
London
SW1H 0TL

Or by email to;
infogov@homesengland.gov.uk

You may also complain to the Information Commissioner however, the Information Commissioner does usually expect the internal review procedure to be exhausted in the first instance.

The Information Commissioner's details can be found via the following link;
<https://ico.org.uk/>

Please note that the contents of your request and this response are also subject to the Freedom of Information Act 2000. Homes England may be required to disclose your request and our response accordingly.

Yours sincerely,
The Information Governance Team
For Homes England