



Foreign &  
Commonwealth  
Office



Wilton Park

18 August 2015

Dear

**FREEDOM OF INFORMATION ACT 2000 REQUEST REF: 0723-15**

Thank you for your email of 20 July 2015 asking for information under the Freedom of Information Act (FOIA) 2000. In your email you asked:

*I wish to submit a freedom of information request to the organisation with regards to their current recycling and waste support and maintenance contracts.*

*Examples of recycling contracts you could have:*

- *Green Waste Disposal*
- *Household Waste Recycling Centres*
- *Refuse Recycling Street Cleaning*
- *Recycling Collection Services*

*Examples of waste management contracts you could have:*

- *Waste Development Environmental Assessment*
- *Waste Transfer & MRF (Materials recovery facility)*
- *Waste Disposal Landfill*
- *Bulky Waste*

*For each of the types of contract above please can you send me :*

1. *Contract Type- From the examples given above please state what type of contract this is. Please state other and type of contract if the type of contract is not listed above. In some cases the organisation will have one or two big contracts that is covered in a managed contract please state in the contract description what services the contract provides as well.*

2. *The supplier of the recycling or waste contract*

3. *What is the annual average spends for each of the suppliers. For those organisations with new contracts can you please specify the estimated spend?*

4. *A brief description of what the contract entails. Please to specific to the services provided under these contract(s). Please provide me with a few sentences.*

5. *What is the contract duration of the each of the contract(s)?*

6. *What is the start date of each contract(s)?*
7. *What is the expiry date of each contract(s)?*
8. *When does the organisation intend to review these contract(s)*
9. *Who is responsible for reviewing this contract please send me their full name, actual job title, contact number and their direct email address.*

*Even if the organisation has a managed contract please can you send me all the contract information I have requested including the contact details.*

*If this contract has just been award within the last six months can you please send me information on the shortlist of suppliers that bid on the contract?*

I am writing to confirm that we have now completed the search for the information, which you requested. I can confirm that Wilton Park does hold information relevant to your request. .

Please find the information that Wilton Park can release to you. Some information has been withheld using Section 43 - Commercial interests. Section 43 is qualified exemption and is subject to the public interest test. Having applied that test, it is judged that to release this information would, or is likely to, prejudice Wilton Park's ability to negotiate future contracts at competitive rates by providing potential bidders with commercially sensitive information relating to the annual average spend on cleaning services and security guarding services. Similarly, release of the information in respect of the service provider's average costs would, or is likely to, prejudice the service provider's commercial interests when bidding for other contracts.

The information provided relates to the waste management contract. There are no contracts in place for recycling services.

**Supplier:** Biffa Waste Services Ltd

**Annual Average Spend:** Redacted by virtue of Section 43 – Commercial interests.

**Type of services:** Disposal of non-hazardous catering, office and kitchen waste

**Contract Duration:** One year – rolling.

**Contract start date:** December 2013

**Contract Expiration:** December 2015

**Review date:** September 2015

Contact details for responsible officer for all of the above contracts: Tel. 01903 815020. Email: [admin@wiltonpark.org.uk](mailto:admin@wiltonpark.org.uk).

We have withheld the name and job title of the person responsible for these contracts under section 40 of the Freedom of Information Act. It is our view that disclosure of this information would breach the first data protection principle, which states that personal data should be processed fairly and lawfully. Section 40(2) and (3) of the FOIA therefore apply. It is the fairness aspect of this principle, which we think, would be breached by disclosure in this case. In such circumstances, section 40 confers an absolute exemption on disclosure. We do not therefore have to apply the public interest test.

Once an FOI request is answered, it is considered to be in the public domain. To promote transparency, we may now publish the response and any material released on [gov.uk](http://gov.uk) in the [FOI releases](#) section. All personal information in the letter will be removed before publishing.

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I hope you are satisfied with this reply. However, if you wish to make a complaint or if you would like a review of our decision, please write to the FOI and DPA Team, Foreign and Commonwealth Office, Room K4.14, King Charles Street, London, SW1A 2AH. E-mail: [foi-dpa.imd@fco.gov.uk](mailto:foi-dpa.imd@fco.gov.uk). You have 40 working days to do so from the date of this letter.

If you are not content with the outcome of your complaint, you may then apply directly to the Information Commissioner for a decision. Generally, the Information Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by the FCO. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Yours sincerely

Senior Information Risk Officer



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