



Department
for Environment
Food & Rural Affairs

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08459 33 55 77
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www.gov.uk/defra

[REDACTED]
[REDACTED]

Our ref: RFI 7605
Date: 23 July 2015

Dear [REDACTED]

REQUEST FOR INFORMATION: G-CLOUD LOT 4 - SPECIALIST CONSULTANCY

Thank you for your request for information, which we received on 26 June 2015, about approvals for specialist consultancy services for technology recruitment spend in Defra. As you know, we have handled your request under the Freedom of Information Act 2000 (FOIA).

Whilst approval for requests for contingent labour may be approved by the Defra Chief Technology Officer (Director) Chris Howes, any consultancy spend, for recruitment or otherwise, must go through internal approval processes which are as follows (while you specified those senior officers outside of procurement we have included these for clarity):-

For expenditure under £20,000 approval will be required from the Head of Procurement.

For uncommitted expenditure over £10,000 approval will be required by the Finance Director.

For expenditure between £20,000 and £100,000 for a period of up to nine months approvals will be required from the Head of Procurement and the Commercial Director.

For expenditure over £100,000 for a period of up to nine months approvals will be required from the Head of Procurement, the Commercial Director and Permanent Secretary.

For expenditure of £20,000 and over for a period exceeding nine months approvals will be required from:

- Head of Procurement Simon Hewitt
- HR Director Lorraine Jainudeen
- Finance Director Alastair Bridges
- Commercial Director Dave Webster



- The Permanent Secretary for Defra
- Secretary of State for Environment, Food and Rural Affairs and the Cabinet Office

Information disclosed in response to this FOIA request is releasable to the public. In keeping with the spirit and effect of the FOIA and the government's Transparency Agenda, this letter and the information disclosed to you may be placed on [GOV.UK](https://www.gov.uk), together with any related information that will provide a key to its wider context. No information identifying you will be placed on the GOV.UK website.

I attach Annex A, which explains the copyright that applies to the information being released to you.

I also attach Annex B giving contact details should you be unhappy with the service you have received.

If you have any queries about this letter please contact the address below.

Yours sincerely,

[REDACTED]

[REDACTED]

[REDACTED]

Annex A

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Annex B

Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA within 40 working days of the date of this letter. Please write to [REDACTED] Head of Information Standards, Area 4D, Nobel House, 17 Smith Square, London, SW1P 3JR (email: InformationRequests@defra.gsi.gov.uk) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, section 50 of the FOIA gives you the right to apply directly to the Information Commissioner for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF