

28 May 2015

FREEDOM OF INFORMATION ACT 2000 - REQUEST REF: FOI 0452-15

I am writing in response to your email of 28 April asking for information under the Freedom of Information Act (FOIA) 2000. You specifically asked:

Q1. Do you look after your own IT or is it outsourced?

Q2. How much did you pay in last financial year for software licenses?

Q3. How many computers users do you have?

Q4. When do you need to renew the contract with Microsoft for software licenses? What was the value of your last contract per year?

Q5. Do you currently measure software usage versus the number of licenses purchased? If so what is used for software usage metering?

Q6. Do you use a software asset management tool?

Q7. Please also provide details of IT Contracts Managers and any person(s) involved in IT Software procurement.

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, as detailed below:

Q1. Wilton Park has its own ICT Department; however, some third party support is outsourced.

Q2. Software licences for Financial Year 2014-15 amounted to £6,600 for Wilton Park.

Q3. Wilton Park has 75 computer users.

Q4. Renewal of Microsoft contract for software licences is 2016. Our current licences are already covered as part of overall virtualisation project cost.

Q5. Yes, Wilton Park uses software called Track-It for usage metering of licences.

Q6. Yes, Wilton Park does use a software asset management tool.

Q7. We have withheld names and email addresses 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 in the FOI releases section. All personal information in the letter will be removed before publishing.

Yours sincerely

Director of Operations



We keep and use information in line with the Data Protection Act 1998. We may release this personal information to other UK government departments and public authorities