



26 October 2015

FREEDOM OF INFORMATION ACT 2000 - REQUEST REF: FOI 0957-15

I am writing in response to your email of 29 September 2015 asking for information under the Freedom of Information Act (FOIA) 2000. You specifically asked:

The information I require is in relation the organisation's software contract specifically for:

- **Enterprise Content Management-** covers the provision of Enterprise Content Management (ECM) software and associated services including Document and Records Management (EDRM) solutions e.g. document scanning, image processing, web content and workflow management and systematic control e.g. document life cycle solutions.
- **Asset Management Software-** is a business practice that involves **managing** and optimizing the purchase, deployment, maintenance, utilization, and disposal of **software** applications within an organization.
- **Data Management and Reporting Systems (DMRS) Software** - covers the provision of Data Management and Reporting Systems (DMRS) software and associated services for the purposes of business intelligence, data and performance management including data warehouse provision, data manipulation, quality and integration tools, data analytics and big data solutions.
- **Mobile Application Solutions-** covers the provision of Mobile Application Solutions for the purposes of delivering mobile application requirements for a variety of mobile devices, platforms and interfaces.

The organisation may have several contracts relating to the contract above but can you please provide me with the primary/secondary contracts. Please concentrate on contracts over £1,000.

Can you please provide me with the following contract information for each of the contract category specified above:

1. **Contract Category:** Please see select from the categories provided; Enterprise Content Management; Asset Management; Data Management and Reporting Systems; Mobile Application Solutions.
2. **Existing Supplier Name** for each contract
3. **Software Brand:** Can you please provide me with the actual name of the software. Please do not provide me with the supplier name again please provide me with the actual software name.
4. **Contract Description:** Please do not just state two to three words can you please provide me detail information about this contract and please state if upgrade, maintenance and support is included. Please also include the modules included within the contract.
5. **Number of Users/Licenses:** What is the total number of user/licenses for this contract?
6. **Annual Average Spend** for each contract
7. **Contract Duration:** What is the duration of the contract please include any available extensions within the contract.

8. **Contract Start Date:** What is the start date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.

9. **Contract Expiry:** What is the expiry date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.

10. **Contract Review Date:** What is the review date of this contract? Please include month and year of the contract. If this cannot be provide please provide me estimates of when the contract is likely to be reviewed. DD-MM-YY or MM-YY

11. **Contact Details:** I require the full contact details of the person within the organisation responsible for this particular software contract.

12. **Notes:** Please provide me with any further information with regards to this contract this could include any contract extension available as well as information on renewals or plans for future tenders.

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 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 prejudice the service provider's commercial interests when bidding for other contracts.

In respect to the providing of more detail as to the dates, we are withholding this information under Section 31(1) (a) – law enforcement - of the FOIA. The exemption in section 31 (1) (a) is designed to cover all aspects of the prevention and detection of crime. Section 31 is a qualified exemption, which means that it is subject to a public interest test. We acknowledge the public interest in openness and transparency and we recognise that releasing this information would provide the public with assurance that we are protecting our IT infrastructure. However, section 31 is engaged because releasing the information will prejudice the prevention of crime by facilitating the possibility of a criminal offence being carried out. Hacking into an IT system is a criminal offence. Wilton Park takes the protection of its IT infrastructure very seriously. We implement the mandatory requirements of the Cabinet Office Security Policy Framework and follow Her Majesty's Government's Information Assurance standards and best practice which covers all areas of security.

For the reasons set out above, we have assessed that the public interest in maintaining this exemption outweighs the public interest in disclosure.

There are no contracts in place for enterprise content management; data management and reporting systems; or mobile application solutions. The information provided relates to the following contracts.

Category: Asset Management

Supplier: BMC Software

Brand: Track-It!

Contract Description: Continuous Support and Maintenance (annually – including upgrades and updates)

Number of Users/Licences: 10

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

Contract Duration: One year – rolling.

Contract Start Date: Q1 2015

Contract Expiry: Q1 2016

Review date: Q1 2016

Contact details for the responsible officer for the above contract: Tel. 01903 815020. Email: admin@wiltonpark.org.uk.

We have withheld the name and job title of the person responsible for this contract under section 40 of the FOIA. 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

Head of Department



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