

Date: 19/08/2019
Our Ref: RFI2750
Your Ref: FOI Request – Software Systems
Tel: 0300 1234 500
Email: foi@homesengland.gov.uk



Homes
England

██████████
By Email Only

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

Dear ██████████

RE: Request for Information – RFI2750

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

For clarification, you requested the following information:

Could I please ask the following questions relating to your software systems:

Finance system:

- *Who is your current provider?*
- *When does the contract expire, and do you have extension options?*
- *What is the value of the contract?*
- *What modules do you use e.g. general ledger?*
- *What is your budget?*
- *When did the contract start?*

Procurement system:

- *Who is your current provider?*
- *When does the contract expire, and do you have extension options?*
- *What is the value of the contract?*
- *What is your budget?*
- *When did the contract start?*

Invoicing:

- *What is your current invoice process?*
- *Do you have an electronic invoicing system in place?*
- *If so, when does this expire and is there extension options?*
- *Who is the current provider?*
- *What is the value of the contract?*
- *What is your annual paper usage?*

Response

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

Finance system:

- *Who is your current provider?*
Advanced
- *When does the contract expire, and do you have extension options?*
The contract expires in June 2020. It is a rolling contract, year on year.

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- *What is the value of the contract?*
£85k per annum
- *What modules do you use e.g. general ledger?*
General Ledger, Accounts Payable, Accounts Receivable, Cash Accounting, System Admin
- *What is your budget?*
I am able to confirm that Homes England does not hold the information detailed in this part of your request.

In order to conclude that the information is not held, we have searched with our Finance team who would have the requested information if held.

The FOIA does not oblige a public authority to create information to answer a request if the requested information is not held. The duty under section 1(1) is only to provide the recorded information held.

The full text of section 1 in the legislation can be found here:

<https://www.legislation.gov.uk/ukpga/2000/36/section/1>

- *When did the contract start?*
1997

Procurement system:

- *Who is your current provider?*
ProActis (ProContract)
- *When does the contract expire, and do you have extension options?*
The contract expires in 2023. We are able to extend by 4 years plus 1, plus 1, plus 1.
- *What is the value of the contract?*
£123,700
- *What is your budget?*

I am able to confirm that Homes England does not hold the information detailed in this part of your request.

In order to conclude that the information is not held, we have searched with our Procurement team who would have the requested information if held.

The FOIA does not oblige a public authority to create information to answer a request if the requested information is not held. The duty under section 1(1) is only to provide the recorded information held.

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- *When did the contract start?*
12 September 2016

Invoicing:

- *What is your current invoice process?*
PRD invoices raised and sent via email or post
- *Do you have an electronic invoicing system in place?*
The 'Advanced' finance system referred to above has an electronic invoice service
- *If so, when does this expire and is there extension options?*
This system is the 'Advanced' system referred to in the section above titled 'Finance'. Therefore the answer to this question is contained within that section above.
- *Who is the current provider?*
Advanced
- *What is the value of the contract?*
The contract is for the 'Advanced' system referred to in the section above titled 'Finance'. Therefore the answer to this question is contained within that section above.
- *What is your annual paper usage?*
Circa 3000 sheets (for clarity, this information is for invoicing only)

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

Or by email to foi@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/>

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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,

Information Access Team
For Homes England