



Defence Business Services

DBS Secretariat
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Ref: FOI2020/00944

Mr

March 2020

Thank you for your email of 22 January 2020 to the Ministry of Defence (MOD).

You requested the following information:

"For Civilian staff working for Defence Business Services (DBS), I wish to know the average hotel cost per night as a percentage of the agreed capitation rate broken down by department/pillar, for Bristol (Abbey Wood) and Blackpool (Norcross).

Please provide the figures as a summary for the periods 01 Apr 2017 - 31 March 2018 and 01 Apr 2018 - 31 March 2019.

Please also indicate the distinct number of personnel who have stayed in hotels in each year".

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA).

The Ministry of Defence requires further information in order to determine whether it holds any information within the scope of your request.

Please could you clarify whether you mean all DBS staff who have stayed at hotels in Bristol or Blackpool or DBS staff who are based at Abbey wood North and Norcross who have stayed in hotels.

Once you have clarified your request, I will be pleased to consider it again.

If you have any queries regarding the content of this letter, please contact this office in the first instance.

If you wish to complain about the handling of your request, or the content of this response, you can request an independent internal review by contacting the Information Rights Compliance team, Ground Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.gov.uk). Please note that any request for an internal review should be made within 40 working days of the date of this response.

If you remain dissatisfied following an internal review, you may raise your complaint directly to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not normally investigate your case until the MOD internal review process has been completed. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website at <https://ico.org.uk/>.

Yours sincerely,

Defence Business Services Secretariat