



Animal &
Plant Health
Agency

Animal and Plant Health Agency
Access to Information Team
Woodham Lane
New Haw
Addlestone
Surrey
KT15 3NB

enquiries@apha.gov.uk

www.gov.uk/apha

Our Ref: ATIC2099

[REDACTED]

{By Email}

04 August 2020

Dear [REDACTED]

PROVISION OF REQUESTED INFORMATION

Thank you for your request for information on postal services which we received on 20 July 2020. Your request has been handled under the Freedom of Information Act 2000 (FOI).

The information you requested and our response is detailed below:

“I am writing to you under the Freedom of Information Act 2000 to request the following information from the Animal and Plant Health Agency.”

This request was originally sent on the 11 May 2020 and registered under ATIC2042, however requested clarity for this was requested and not received and therefore the request was cancelled. Clarity has now been received and this is being treated as a new request under ATIC2099.

“I can confirm that the below request is the one I would like to take forward, the date was a typo (sorry).”

In response to the question – “What was the number of envelopes received in 2019?”

APHA do not hold this information as the number of envelopes is not recorded centrally.

Please see APHA’s response within the table below:

Information Requested

Do you receive physical post from Royal Mail?

Response (Y/N)

What was the number of envelopes received in 2019?

APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency to safeguard animal and plant health for the benefit of people, the environment and the economy.

Response

Please see note above

 Envelopes

Do you process the work in-house or is it outsourced to a specialist provider?

Response

Both

 (In-house/Outsourced)

If above is a specialist provider please answer the following sub questions;

Annual value of the contract	105k – (estimated - volume driven)	(£) GBP
Contract term	Contract Change to existing call of from framework 21/04/2020 until end date below	months
Renewal date	23/05/2021	dd/mm/yyyy
Framework or direct award	Framework (Defra call off from CCS framework RM3785)	Framework or DA

Information disclosed in response to this FOI request is releasable to the public. In keeping with the spirit and effect of the FOI and the government's Transparency Agenda, this letter and the information disclosed to you may be placed on 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.

An Annex is attached which explains the copyright that applies to the information being released to you and contact details should you be unhappy with the service you have received.

If you have any queries about this letter, please contact the Access to Information Team at the email address below. During the current Coronavirus outbreak, our offices will be closed.

Yours sincerely

ACCESS TO INFORMATION TEAM

Email: enquiries@apha.gov.uk

Annex

Copyright

The information supplied to you continues to be protected by copyright. You are free to use it for your own purposes, including for private study and non-commercial research, and for any other purpose authorised by an exception in current copyright law. Documents (except photographs or logos) can also be used in the UK without requiring permission for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder.

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Copyright in other documents may rest with a third party. For information about obtaining permission from a third party see the [Intellectual Property Office's website](#).

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 or under regulation 11 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to the Access to Information Manager at the address at the top of this letter or email enquiries@apha.gov.uk and the team will arrange for an internal review of your case.

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner's Office (ICO) for a decision. Please note that generally the ICO cannot make a decision unless you have first exhausted APHA's own complaints procedure. The ICO can be contacted at:

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

Coronavirus

However, following the changes to Government advice, from Tuesday 24 March 2020 the ICO offices will be closed. They will therefore not be able to collect correspondence sent via post. Where possible, they ask that you [contact them online](#) or call on 0303 123 1113