

**Information Governance**  
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Web: [www.oxfordhealth.nhs.uk](http://www.oxfordhealth.nhs.uk)

3 October 2017  
Reference no. 17180205

Dear

**Request for Information: Freedom of Information Act**

Thank you for your email of 27 September, making a request for information under the Freedom of Information Act. You requested the following information and the Trust is able to provide the information below in response:

Request:

Please send me details for the period 2016-17 on the following:

The total value of the courier service contracts that were outsourced?

2. The name of your primary and any secondary Courier supplier

a) The value of your primary supplier contract, its expiry date and the services they provide (e.g. ad hoc/same day/overnight/GP route)

b) The value of your secondary supplier's contract, its expiry date and the and services they provide (e.g. ad hoc/same day/overnight/GP route)

3. The total cost of the courier services that were managed in-house?

a) The number of staff employed in managing those contracts

b) The number of vehicles owned or leased to meet the in-house courier requirement

4. The name and email of the person responsible for the procurement/management of these services?

I would like the above information to be provided to me in electronic format

Response:

The Trust responded to an identical request on 10 May, Trust reference 17180028. The Trust has therefore applied section 14(2) to this request as it is a repeat request.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to me and I will ensure the decision is reviewed. The Trust will consider undertaking a review if requested to do so within 40 working days of the date the response is received by the applicant, and will apply discretion if a longer period of time has passed.

Should you wish to make a complaint as a result of the outcome of such a review, you may apply directly to the Information Commissioner's Office (ICO) for a decision.

Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Trust for FoI Act matters.

The ICO can be contacted at:

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

Please contact me if there are any further queries.

Kind regards,

Yours sincerely,

Mark Underwood

Head of Information Governance