

**From:** [REDACTED]  
**To:** [FOI](#)  
**Subject:** Freedom of Information request - Spend on Office Supplies and associated Products  
**Date:** 18 April 2024 14:20:16

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[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear,

Please can you respond to the following request for Information.

The details I require are:

Spend on Office supplies and associated products for the below financial years.

1st April 2022 – 31st March 2023

1st April 2023 – 31st March 2024

Start date & duration of Contract?

Is there an extension clause in the contract and, if so, the duration of the extension?

Has a decision been made yet on whether the contract is to be either extended or renewed?

Who is the senior officer (outside of procurement) responsible for the contract?

Name of Incumbent Supplier?

How long have you traded with them?

If you publish your register of contracts and purchasing, can you please provide a website link.

In addition, can you confirm if you have a contract in place for Tail End Spend.

I look forward to receiving your response.

Yours faithfully,

[REDACTED]

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Please use this email address for all replies to this request:

[REDACTED]

Is [foi@lgbce.org.uk](mailto:foi@lgbce.org.uk) the wrong address for Freedom of Information requests to Local Government Boundary Commission for England? If so, please contact us using this form:

[https://www.whatdotheyknow.com/change\\_request/new?body=lgbce](https://www.whatdotheyknow.com/change_request/new?body=lgbce)

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://www.whatdotheyknow.com/help/officers>

For more detailed guidance on safely disclosing information, read the latest advice from the ICO:

<https://www.whatdotheyknow.com/help/ico-guidance-for-authorities>

<https://www.whatdotheyknow.com/help/ico-anonymisation-code>

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

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**From:** [Hendry, Angela](#)  
**To:** [REDACTED]  
**Subject:** FOI Acknowledgment  
**Date:** 24 April 2024 13:30:00  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)

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Dear [REDACTED]

**FOI Ref: 87753/24**

Thank you for your request for information, dated 18 April 2024, under the Freedom of Information Act 2000.

You requested:

**Spend on Office supplies and associated products for the below financial years.**

**1st April 2022 – 31st March 2023**

**1st April 2023 – 31st March 2024**

**Start date & duration of Contract?**

**Is there an extension clause in the contract and, if so, the duration of the extension?**

**Has a decision been made yet on whether the contract is to be either extended or renewed?**

**Who is the senior officer (outside of procurement) responsible for the contract?**

**Name of Incumbent Supplier?**

**How long have you traded with them?**

**If you publish your register of contracts and purchasing, can you please provide a website link.**

**In addition, can you confirm if you have a contract in place for Tail End Spend.**

The Commission aims to respond promptly and within the statutory deadline of 20 working days set by the Freedom of Information Act 2000. Please expect a response by 17 May 2024.

In some cases a fee may be payable and if that is the case I will let you know. A fees notice will be issued to you, and you will be required to pay before I will proceed to deal with your request.

If you have any queries or concerns please do not hesitate to contact me on the details provided below. Please remember to quote the reference number above in any future communications.

Kind regards

Angela Hendry

**Office Manager and HR Lead**

1<sup>st</sup> Floor, Windsor House

50 Victoria Street  
London SW1H 0TL

0330 500 1264



How are we doing? Click [here](#) to give us your views.

**From:** [Hendry, Angela](#)  
**To:** [REDACTED]  
**Date:** 13 May 2024 10:49:00  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)

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Dear [REDACTED]

**FOI Ref: 87753/24**

Thank you for your request for information, dated 18 April 2024, under the Freedom of Information Act 2000.

**You requested:**

Spend on Office supplies and associated products for the below financial years.

- 1st April 2022 – 31st March 2023
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- Start date & duration of Contract?
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- Has a decision been made yet on whether the contract is to be either extended or renewed?
- Who is the senior officer (outside of procurement) responsible for the contract?
- Name of Incumbent Supplier?
- How long have you traded with them?
- If you publish your register of contracts and purchasing, can you please provide a website link.
- In addition, can you confirm if you have a contract in place for Tail End Spend.

**Response:**

We don't have a contract for office supplies, we have accounts with vendors which we can use. We don't have a contracted vendor as our volume is so low.

- The spend on Stationery for 2022-23 was £437
- The spend on stationery for 2023-24 was £409

I hope this answers your request. If you have any further queries, please do not hesitate to contact me, quoting the reference number above in any correspondence.

If you are unhappy with the response or the way in which your request was dealt with and wish to make a complaint or request a review of our decision, you should write to:

Kathryn Trower  
Director of Corporate Services  
Local Government Boundary Commission for England  
1<sup>st</sup> Floor

Windsor House  
50 Victoria Street  
London  
SW1H 0TL

Kind regards

Angela Hendry

**Angela Hendry**  
**Office Manager and HR Lead**  
1<sup>st</sup> Floor, Windsor House  
50 Victoria Street  
London SW1H 0TL

0330 500 1264



How are we doing? Click [here](#) to give us your views.