

From: [REDACTED]
Subject: FOI Request - Technology in use at the Public Body - 12 July 2023
Date: 12 July 2023 14:23:28
Attachments: [image923440.png](#)
[image040602.png](#)
[image189657.png](#)
[image977059.png](#)
[image186256.png](#)
[image802052.png](#)
[image616980.png](#)
[image164388.png](#)
Importance: High

Good afternoon, [REDACTED]
[REDACTED]

Please can you provide FOI details for information below: [REDACTED]

1. Please state the number of printing devices currently in use within the Service; including MFDs, single function printers, photocopiers and print room devices and how long these agreements are for in years and when the next review will be?
2. What percentage of your fleet of MFDs/printers is in colour vs mono and what are the models in use?
3. In terms of usage, what is your monthly page volumes for both mono & colour?
4. Who are the main manufacturers or resellers for the MFDs/photocopiers/printers/Print production devices in use at the service?
5. Who are the main supplier(s) of printer consumables (Toner, spares, etc)?
6. Who is your preferred channel partner, if any for supply of PCs and laptops, and how many of each does the service currently have in use, and when do you expect to review any of these to be replaced?
7. What is the approximate spend on printers, photocopying agreements, rental or lease agreement and/or rentals and service charges during the last financial year?
8. What is the length of the MFD, stand alone printers and print room device contracts in place, and can you confirm these are Financial Operating agreements?
9. What are the start and end dates for all printers/MFDs/Print room contracts within your organisation?
10. Which procurement route or framework was used to procure this solution and what Framework would the service expect to use next?
11. The named person and their role in your organisation who is in charge of the procurement for printing and any managed print or IT contracts?
12. Does the service use any Print Management software, if yes, please confirm the product name, who supplies it and when does the current contract or licencing end?
13. Who supplies your current CCTV services across the Service and when will you next review, and who is the lead contact please?
14. Please can you confirm the number of Adobe or other PDF software solution licences being used across the business?
15. Does the service currently use any Audio Visual/LED/LCD displays, interactive touch screen or Teams meeting room hybrid video conference facilities, and if yes, please can you confirm the number of devices, manufacturer, and any term of agreement in place for rental/lease and any maintenance agreements in use and the end date?
16. Who does the service use for all office supplies, (paper, stationary, inkjet/laser cartridges etc) and please can you advise on the average annual spend across the service?

We welcome your reply.

Best [REDACTED]
[REDACTED]

[REDACTED]



All prices quoted exclude VAT unless otherwise stated.

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From: [Hendry, Angela](#)
To: [REDACTED]
Subject: FOI Response
Date: 08 August 2023 17:28:00
Attachments: [Print detailed breakdown.pdf](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Dear [REDACTED]

FOI Ref: 87721/23

Thank you for your request for information, dated 12 July 2023, under the Freedom of Information Act 2000.

You requested:

- 1. Please state the number of printing devices currently in use within the Service; including MFDs, single function printers, photocopiers and print room devices and how long these agreements are for in years and when the next review will be?**
1 MFD – 3 years. 9 months into the term.
- 2. What percentage of your fleet of MFds/printers is in colour vs mono and what are the models in use?**
100% colour
- 3. In terms of usage, what is your monthly page volumes for both mono & colour?**
See attached for current printer. We do not hold the volume data from the previous Xerox machines.
- 4. Who are the main manufacturers or resellers for the MFDs/photocopiers/printers/Print production devices in use at the service?**
Ricoh
- 5. Who are the main supplier(s) of printer consumables (Toner, spares, etc)?**
Ricoh
- 6. Who is your preferred channel partner, if any for supply of PCs and laptops, and how many of each does the service currently have in use, and when do you expect to review any of these to be replaced?**
No preference. Quotes received and decision being made for the next 4-5 year term
- 7. What is the approximate spend on printers, photocopying agreements, rental or lease agreement and/or rentals and service charges during**

the last financial year?

£2127.87

8. **What is the length of the MFD, stand alone printers and print room device contracts in place, and can you confirm these are Financial Operating agreements?**

Current agreement ends 30/09/2025

9. **What are the start and end dates for all printers/MFDs/Print room contracts within your organisation?**

01/10/2022-30/09/2025

10. **Which procurement route or framework was used to procure this solution and what Framework would the service expect to use next?**

CCS

11. **The named person and their role in your organisation who is in charge of the procurement for printing and any managed print or IT contracts?**

Luke Dawson – Contracts & IT Lead

12. **Does the service use any Print Management software, if yes, please confirm the product name, who supplies it and when does the current contract or licencing end?**

No

13. **Who supplies your current CCTV services across the Service and when will you next review, and who is the lead contact please?**

CCTV is included as a part of our lease

14. **Please can you confirm the number of Adobe or other PDF software solution licences being used across the business?**

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15. **Does the service currently use any Audio Visual/LED/LCD displays, interactive touch screen or Teams meeting room hybrid video conference facilities, and if yes, please can you confirm the number of devices, manufacturer, and any term of agreement in place for rental/lease and any maintenance agreements in use and the end date?**

2 Epsom projectors – Owned by the business, no maintenance agreement.

16. **Who does the service use for all office supplies, (paper, stationary, inkjet/laser cartridges etc) and please can you advise on the average annual spend across the service?**

Viking

I hope this has been of assistance. 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
Interim Director of Corporate Services
Local Government Boundary Commission for England
1st Floor
Windsor House
50 Victoria Street
London
SW1H 0TL

Angela Hendry
Office Manager and HR Lead

1st Floor, Windsor House
50 Victoria Street
London SW1H 0TL

07886 973108

The
Local Government
Boundary Commission
for England



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

Counter:Print(Detailed Breakdown)

Serial No.: 3102R511321

Data of Today: 20 Jul. 2023 12:18

	Total	Printer	Copier	Fax
Full Color Simplex A3/DLT	124	118	6	-
Full Color Simplex Others	772	672	100	-
Full Color Duplex A3/DLT	60	60	0	-
Full Color Duplex Others	420	412	8	-
B & W Simplex A3/DLT	24	23	1	0
B & W Simplex Others	482	412	70	0
B & W Duplex A3/DLT	7	7	0	0
B & W Duplex Others	528	505	23	0
Single Color Simplex A3/DLT	0	0	0	0
Single Color Simplex Others	0	0	0	0
Single Color Duplex A3/DLT	0	0	0	0
Single Color Duplex Others	0	0	0	0
Two-Color Simplex A3/DLT	0	0	0	-
Two-Color Simplex Others	12	12	0	-
Two-Color Duplex A3/DLT	0	0	0	-
Two-Color Duplex Others	0	0	0	-
