



FAO: Peter Astley  
Email: [request-580938-ff82b5d5@whatdotheyknow.com](mailto:request-580938-ff82b5d5@whatdotheyknow.com)  
(By email only)

Our Ref: EMP463493  
Date: 02 July 2019

Dear Mr Astley

### **Request for information under the Freedom of Information Act 2000**

Thank you for your email received by VCA on 05/06/2019 where you requested information regarding IT and I&MT structure charts, including all the levels of management, along with details of current and future projects. Your request has been considered under the Freedom of Information Act (FOI) 2000.

I can confirm that VCA holds the information requested however it has been partially withheld for the reasons outlined below.

You requested that VCA provide the following information:

- 1. IT and I&MT structure charts, including all the levels of management and lower level staff members (names and numbers).**
- 2. Could you also include their names and direct contact numbers please?**

What we can tell you is that as of 25th June 2019, the ICT team comprised of 8 staff members. What we are unable to provide however, is a breakdown of that information.

Under the Freedom of Information Act 2000, release of information is considered as release to the public at large. Where posts are held by junior officials (below the Senior Civil Service grade), that are not public facing, it is the expectation that their name and contact details will not be put into the public domain as disclosure would be unfair in terms of the first data protection principle. In addition, where there is less than 5 staff with the same job title, the information has been withheld as it could potentially be used to identify the individuals involved.

That being the case, VCA is unable to disclose the information requested. The exemption relied upon in this case is [section 40\(2\) and 40\(3\) of the FOIA](#), which relates to Personal Information. This exemption is absolute and therefore does not require a Public Interest Test to be carried out.

**2. Could you also include the projects in all IT departments that are currently taking place, or are going to start in the near future?**

Below we have provided all the current and future IT projects taking place within VCA.

All project delivery and outsourced services procured through Crown Commercial Service (CCS) frameworks and G-Cloud	
Project	Status/Phase
Security services replacement	Procurement, suppliers short-listed
Windows 10	Testing
Office 365	Testing
MDM (InTune)	Testing
Mobile telephony	Deployment of new service in July
WAN	Site surveys/pre-order activities
Fixed line telephony	Procurement, suppliers short-listed
Web site transformation	Project initiation
Intranet replacement	Project initiation

If you are unhappy with the way in which we have handled your request you can request an internal review by emailing [foi@vca.gov.uk](mailto:foi@vca.gov.uk). For further details of VCA's complaints procedure please see below details of your right to complain to VCA and the Information Commissioner.

Yours sincerely



**Richard Brown**  
Chief Finance and Resourcing Officer

## **Your right to complain to VCA and the Information Commissioner**

If you are unhappy with the way VCA has handled your request or with the decisions made in relation to your request you may request an internal review within two calendar months of the date of this letter by writing to the FOI Advice Team at:

VCA,  
1 The Eastgate Office Centre,  
Eastgate Road,  
Bristol,  
BS5 6XX  
Email: [foi@vca.gov.uk](mailto:foi@vca.gov.uk)

Please remember to quote the reference number above in any future communications.  
In addition a complaint can be made that VCA has not complied with its FOI publication scheme.

Your complaint will be acknowledged and you will be advised of a target date by which to expect a response. Initially your complaint will be re-considered by the official who dealt with your request for information. If, after careful consideration, that official decides that his/her decision was correct, your complaint will automatically be referred to a senior independent official who will conduct a further review. You will be advised of the outcome of your complaint and if a decision is taken to disclose information originally withheld this will be done as soon as possible.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

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