

Leo Wu  
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Our ref: RFI7418  
30 April 2015

Dear Leo Wu,

## REQUEST FOR INFORMATION: SOFTWARE LICENCES

Thank you for your request for information which we received on 31 March 2015, about our IT systems and software licences. As you know, we have handled your request under the Freedom of Information Act 2000 (FOIA).

The responses to the questions that you raised are below (we have included your questions for ease of reference):

**Q1. *Do you look after your own IT or is it outsourced?***

IT services to the Drinking Water Inspectorate are outsourced to IBM, who are contracted to Defra.

**Q2. *How much did you pay in last financial year for software licences?***

DWI is a customer of the Defra ICT Outsource contract with IBM. Software is principally provided under that contract and is paid for as an integral part of the overall service, therefore software licence costs for DWI specifically are not held.

**Q3. *How many computers users do you have?***

DWI has 41 computer users.

**Q4. *When do you need to renew the contract with Microsoft for software licences? What was the value of your last contract?***

For DWI this is not applicable. Defra, including DWI, is party to the Government level arrangements that are periodically negotiated between the Cabinet Office (on behalf of HM Government) and Microsoft.

**Q5. *Do you currently measure software usage versus the number of licences purchased? If so what is used for software usage metering?***

IT software procurement and associated licence management is provided by IBM on a contract-wide basis

**Q6. *Do you use a software asset management tool?***

Software asset management is the responsibility of IBM, the outsourced service provider.

**Q7. Please also provide details of IT Contracts Managers and any person(s) involved in IT Software procurement.**

I confirm that Defra does hold the information that you have requested. However, after careful consideration we have decided that the names and contact details of government officials below Senior Civil Service level should be withheld under section 40(2) read in conjunction with section 40(3)(a)(i) of the FOIA, as the information constitutes personal data relating to persons other than the requester. Section 40(2) read in conjunction with section 40(3)(a)(i) of the FOIA provides that personal data relating to other persons is exempt information if disclosure would breach any of the data protection principles in the Data Protection Act 1998 (DPA).

We consider that disclosure of this information is likely to breach the first data protection principle in Schedule 1 of the DPA, which relates to the fair and lawful processing of personal data, as disclosure would not constitute “fair” processing of the personal data. Therefore, as stated above, we have concluded that this information is exempt from disclosure under section 40(2) read in conjunction with section 40(3)(a)(i) of the FOIA.

Information disclosed in response to this FOIA request is releasable to the public. In keeping with the spirit and effect of the FOIA and the government's Transparency Agenda, this letter and the information disclosed to you may be placed on [gov.uk](http://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](http://gov.uk) website.

I attach Annex A, which explains the copyright that applies to the information being released to you.

I also attach Annex B giving contact details should you be unhappy with the service you have received.

If you have any queries about this letter please contact the address below.

Yours sincerely

**DWI FOIA and EIRs Team**

## Annex A

### 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 authorized by an exception in current copyright law. Documents (except photographs or logos) can be also 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](#).

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## Annex B

### 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 18 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to Mike Kaye, Head of Information Standards, Area 4D, Nobel House, 17 Smith Square, London, SW1P 3JR (email: [InformationRequests@defra.gsi.gov.uk](mailto:InformationRequests@defra.gsi.gov.uk)) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

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 for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

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