20 March 2017

Reference number: Fol 333

REQUEST UNDER THE FREEDOM OF INFORMATION ACT 2000

I am writing in response to the request you made to BBSRC under the Freedom of Information Act, which was received on Friday 3 March 2017.

Statement of information requested

Please provide me with a breakdown of the department’s spending via government procurement cards, in annual breakdown over the years 2015/2016/2017, listing how much was spent in each year.
2. Please include in this breakdown the amount charged on each occasion over 2015/2016/2017, when it was charged, and what it was for. Please include detail like if any department trips, what the name of the hotel was, or any food – what the brand/restaurant was, as is feasible within cost/time limits.
I should add that I am conscious of the government's programme of publishing GPC spending monthly when the transactions are above £500. However I should make clear as regards any overlap of my request with already publicly available information, that I would be interested in the information below £500
I should prefer to receive these in electronic format at this email address. It would be helpful if you were to provide any brief notes which might be necessary to understand the context of the information provided, although I recognise that you are not obliged to do this. If for any reason you feel this request is unclear, please do not hesitate to contact me at 07827 747436.
If the information requested contains sections of confidential information, please blank out or remove these sections, and mark clearly that they have been removed.

Background

The Biotechnology and Biological Sciences Research Council (BBSRC) is one of seven Research Councils that work together as Research Councils UK (RCUK). It is funded from the Government’s Department of Business, Energy, and Industrial Strategy (BEIS)\(^1\). BBSRC’s budget for 2014/15 was £509M and it supports around 1,600 scientists and 2,000 research students in universities and institutes in the UK. Information about BBSRC’s mission can be found on our website at [http://www.bbsrc.ac.uk/organisation/mission.aspx](http://www.bbsrc.ac.uk/organisation/mission.aspx).

**UK Shared Business Services** (UK SBS) provides a range of services, including IT, to BBSRC and other public sector organisations. UK SBS enters contracts on its clients behalf and provides services to them.

Duty to confirm or deny

BBSRC holds the information requested.

Exemptions

\(^1\) BEIS is the government department created on 14 July 2016 as a result of a merger between the Department of Energy and Climate Change (DECC) and Department for Business, Innovation and Skills (BIS).
The Freedom of Information Act quotes the following exemption;

Section 12 of FOIA allows a public authority to refuse to deal with a request where it estimates that it would exceed the appropriate limit to: - either comply with the request in its entirety or; - confirm or deny whether the requested information is held. The estimate must be reasonable in the circumstances of the case. The appropriate limit is currently £600 for central government and £450 for all other public authorities. Where a public authority claims that section 12 is engaged, it should, where reasonable, provide advice and assistance to help the requestor to refine the request so that it can be dealt with under the appropriate limit.

Requested Information

BBSRC publishes details of all BBSRC spend, including all GPC transactions regardless of value, see http://www.bbsrc.ac.uk/about/openness-transparency/transparency-spend/.

With regards to providing additional information to what is published, if we were to provide the justifications of spend entered by individuals when processing transactions this would take us over the cost/time limit and therefore we are not able to provide you with the full information you have requested.

Please contact me for advice on how we may help you refine your request to receive further information regarding this.

If you have any further questions, please contact me quoting the reference number above.

Yours sincerely

BBSRC Freedom of Information Officer

Publication: please note that this response to your request may be published on a public website.

Complaints Process

If you are dissatisfied with how we have handled your request, you may register a formal complaint with the BBSRC Complaints Officer at complaints.office@bbsrc.ac.uk, who will conduct an internal review.

If you are not happy with the outcome of the internal review, you have the right to apply directly to the Information Commissioner, Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, Tel: 01625 545 745, https://ico.org.uk/.