



**Information Governance Team**

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23 May 2024

Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)**

**Request ID: FOI610444022**

Thank you for your request for information relating to spend on Office Supplies and associated Products.

You have requested the following information:

**Please can you respond to the following request for Information.**

**The details I require are:**

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

**1st April 2022 – 31st March 2023**

**1st April 2023 – 31st March 2024**

1st April 2022 – 31st March 2023: Circa £40k

1st April 2023 – 31st March 2024: Circa £38k

**2. Start date & duration of Contract?**

Currently under renewal.

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

No.

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

No.

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

Digital Print & Mail Team Manager.

**5. Name of Incumbent Supplier?**

Banner Group Ltd.

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

Over eight years.

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

Following careful consideration, the information you requested falls under the exemption(s) in Section 21 of the Freedom of Information Act 2000, which relates to 'information reasonably accessible to the applicant by other means.'

The exemption applies as the information is published and publicly available to view by accessing the Council website, please use the following link:

<https://www.coventry.gov.uk/contractsregister>

This exemption is not subject to the public interest test.

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

No.

The supply of information in response to a FOI/EIR request does not confer an automatic right to re-use the information. You can use any information supplied for the purposes of private study and non-commercial research without requiring further permission. Similarly, information supplied can also be re-used for the purposes of news reporting. An exception to this is photographs. Please contact us if you wish to use the information for any other purpose.

For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: [infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email [icocasework@ico.org.uk](mailto:icocasework@ico.org.uk).

Please remember to quote the reference number above in your response.

Yours faithfully

**Information Governance**