



**Hampshire
& Isle of Wight**
FIRE & RESCUE SERVICE

Information Compliance Team

Headquarters
Leigh Road
Eastleigh
Hampshire
SO50 9SJ

Sent by email to:

[REDACTED]

t. 02380 626850
e. DP@hantsfire.gov.uk
w. hantsfire.gov.uk

Date: 29 November 2022

Our Reference: FOI 087 22-23

Enquiries to: Information Compliance Officer

Freedom of Information Act 2000

Dear [REDACTED]

We are writing in respect of your application for the release of information held by the Service, which we received on 2 November 2022. We can confirm that we have now completed our search for the information requested.

You asked:

Committee meeting technology. I wanted to ask a few questions regarding this:

1. How do you manage your meetings (organise agenda, minutes etc)? Do you use a committee meeting management software such as a board portal (CMIS, Modern.Gov, iBabs etc) or just emails etc?

Our answer:

We can confirm that we hold the information requested. Hampshire and Isle of Wight Fire and Rescue Service do not have specific software for the managing of meetings. We have an Office 365 environment and utilise Microsoft Teams and supporting applications (e.g., Outlook) for our meetings.

You asked:

2. If yes, what is the name of the supplier?

Our answer:

Microsoft Office 365 through an EA agreement with Phoenix

You asked:

3. If yes, what is the contract expiry and contract review date?

Our answer:

The EA agreement end date is 31/12/2023. The Service has already made strategic decisions to stick to Office 365, as such we do not have a review date for this agreement per Section 1 of the Freedom of Information Act 2000.

You asked:

4. How many users are on the board portal/management solution, and how much do you spend on this?

Our answer:

There are currently 10 different levels of access within the Service to Microsoft Office 365 which is used by all members of the Service. The EA agreement with Phoenix costs £275,000.

You asked:

5. What is your cost per user?

Our answer:

£157.45 per user for the Office 365 system including Microsoft Teams.

You asked:

Could I also kindly ask for contact details for the best lead regarding this?

Our answer:

The release of this information would enable the identification of an individual which would be unfair within the meaning of the UK GDPR. As such we are refusing to provide this information as per Section 40 of the Freedom of Information Act 2000.

Any future correspondence with Hampshire and Isle of Wight Fire and Rescue Service in relation to this matter should be sent to the Information Compliance Officer at the above address.

If for whatever reason you are unhappy with our response you may request an internal review by contacting DP@hantsfire.gov.uk or by writing to the Information Compliance Team at the above address.

Should you remain dissatisfied you can appeal against the internal review decision by contacting the Information Commissioner, Wycliffe House, Water Lane, Wilmslow SK9 5AF.

Yours sincerely

Information Compliance Officer
Information Compliance Team
Hampshire and Isle of Wight Fire and Rescue Service