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27 April 2018

1. Thank you for your freedom of information requests received on 10 April 2017. The requests were sent in two emails but we will answer them together.
2. In your requests received 10 April you asked for information in respect of the IT, HR, finance and procurement systems used by HMCPSI.
3. The information requested is as follows:

***1)******Finance System***

*- What Applications are you running for Finance System?*

*- When does the contract expire?*

*- Which vendor/System Integrator (SI) implemented your current System?*

*- Who is your current system support partner?*

*- How much do you spend on support for your current system?*

*- Are you planning to renew or replace your current System?*

*- Are you planning to tender for a new system upon expiry?*

*- If tender, when are you planning to publish for a tender (PQQ, RFI, RFP)?*

*- Which framework do you use for procurement?*

***2) HR System***

*- What Applications are you running for HR system?*

*- When does the contract expire?*

*- Which vendor/System Integrator (SI) implemented your current System?*

*- Who is your current system support partner?*

*- How much do you spend on support for your current system?*

*- Are you planning to renew or replace your current System?*

*- Are you planning to tender for a new system upon expiry?*

*- If tender, when are you planning to publish for a tender (PQQ, RFI, RFP)?*

*- Which framework do you use for procurement?*

***3) CRM System***

*- What Applications are you running for CRM system?*

*- When does the contract expire?*

*- Which vendor/System Integrator (SI) implemented your current System?*

*- Who is your current system support partner?*

*- How much do you spend on support for your current system?*

*- Are you planning to renew or replace your current System?*

*- Are you planning to tender for a new system upon expiry?*

*- If tender, when are you planning to publish for a tender (PQQ, RFI, RFP)?*

*- Which framework do you use for procurement?*

***4) Projects System***

*- What Applications are you running for projects?*

*- When does the contract expire?*

*- Which vendor/System Integrator (SI) implemented your current System?*

*- Who is your current system support partner?*

*- How much do you spend on support for your current system?*

*- Are you planning to renew or replace your current System?*

*- Are you planning to tender for a new system upon expiry?*

*- If tender, when are you planning to publish for a tender (PQQ, RFI, RFP)?*

*- Which framework do you use for procurement?*

***5) BI System***

*- What Applications are you running for BI?*

*- When does the contract expire?*

*- Which vendor/System Integrator (SI) implemented your current System?*

*- Who is your current system support partner?*

*- How much do you spend on support for your current system?*

*- Are you planning to renew or replace your current System?*

*- Are you planning to tender for a new system upon expiry?*

*- If tender, when are you planning to publish for a tender (PQQ, RFI, RFP)?*

*- Which framework do you use for procurement?*

***6) Planning and Budgeting System***

*- What Applications are you running for Planning and Budgeting?*

*- When does the contract expire?*

*- Which vendor/System Integrator (SI) implemented your current System?*

*- Who is your current system support partner?*

*- How much do you spend on support for your current system?*

*- Are you planning to renew or replace your current System?*

*- Are you planning to tender for a new system upon expiry?*

*- If tender, when are you planning to publish for a tender (PQQ, RFI, RFP)?*

*- Which framework do you use for procurement?*

***7) Workforce Planning System***

*- What Applications are you running for Workforce Planning?*

*- When does the contract expire?*

*- Which vendor/System Integrator (SI) implemented your current System?*

*- Who is your current system support partner?*

*- How much do you spend on support for your current system?*

*- Are you planning to renew or replace your current System?*

*- Are you planning to tender for a new system upon expiry?*

*- If tender, when are you planning to publish for a tender (PQQ, RFI, RFP)?*

*- Which framework do you use for procurement?*

*8) What is your budget for IT spend for 2017/2018*

*9) Are you planning to join a Shared Service in the next 1 - 2 years?*

*10) Who is responsible for the procurement process?*

*11) What is the size of the organisation?*

*12) How many Finance FTEs?*

*13) How many HR FTEs?*

*14) How many Procurement FTEs?*

1. Regarding the requests under headings 1)-7), we do not hold any information in scope of these requests.
2. Regarding request number 8:

*8) What is your budget for IT spend for 2017/2018?*

1. I can confirm that the organisation holds information within scope of your request 8).
2. The spend on IT in 2017/2018 was £6,796.62.
3. Regarding request numbers 9 and 10:

*9) Are you planning to join a Shared Service in the next 1 - 2 years?*

*10) Who is responsible for the procurement process?*

1. We do not hold any information in scope of these requests.
2. Regarding request number 11:

*11) What is the size of the organisation?*

1. I can confirm that the organisation holds information within scope of your request 11).
2. As at 31 March 2018 HMCPSI employed 25 staff.
3. Regarding request numbers 12) to 14):

*12) How many Finance FTEs?*

*13) How many HR FTEs?*

*14) How many Procurement FTEs?*

1. We do not hold any information in scope of these requests.
2. By way of background, outside of the FOI request, we can advise you that we do not hold any information in scope of these requests because, due to the small size of our organisation, we share services with larger departments.

**Complaints and comments**

1. I would like to explain that if you are dissatisfied with any aspect of our response to your request for information please send full details within two calendar months of the date of this email to: [info@hmcpsi.gov.uk](mailto:info@hmcpsi.gov.uk) marked for the attention of.
2. You have the right to ask the Information Commissioner (ICO) to investigate any aspect of your complaint. Please note that the ICO is likely to expect internal complaints procedures to have been exhausted before beginning an investigation.