

Data Protection Officer
Freedom of Information
NW Leicestershire District Council
Whitwick Road
Coalville
Leicestershire
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Telephone: 01530 454763

FREEDOM OF INFORMATION REQUEST 1134

I write further to your email dated 03 March 2020.

Your request has been dealt with under the terms of the Freedom of Information Act 2000 (FOIA), explained on our [freedom of information](#) page.

Your request:

1. Current printing and photocopier contract details?
Canon 5 year lease.
2. Companies awarded?
Canon.
3. Length of contract/s and end dates?
5 years.
4. Number of devices?
22
5. Annual print/copy volume
£2,013,591 total.
6. Annual spend?
£15,500.
7. Details on how these were procured. i.e. By Framework
a) Procurement method - CCS Direct Award
8. Do you have any print management software? If so, which software?
UNIFLOW
9. Do they supply you with any scanning software (additional to the software native to the device)?
No.
10. What Document Management solution/s do you currently use within your organization?
Sharepoint.
11. What PDF software do you pay for? And how many licenses do you pay for (an average per annum would be a good number here please)?
Adobe professional, 20

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GOING FORWARD

If you are dissatisfied with the information supplied please feel free to contact me on the number above for any queries in relation to this response. Please note that in responding to further enquiries I can only comment on the information contained within this correspondence and cannot provide any further information that may pertain to an additional FOIA request.

Please remember to quote the Authority's four digit reference number given at the top of this email in any future communications.

If you remain dissatisfied following the conclusion of the above informal review, you have the right to ask for an internal review. A request for a review whether formal or informal should be submitted within two calendar months of the date of receipt of the response to your original letter and should be sent to DPO@NWLeicestershire.gov.uk or the address above.

Further details on our appeals and complaints procedure can be found on our website [here](#).

If you remain dissatisfied following the conclusion of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at accessicoinformation@ico.org.uk.