FoI request (Ref: 20180326/01)

I confirm that LSB holds the information that you have requested, the answers are set out below in bold text.

1. The total value of the courier service contracts that were outsourced?

> **The LSB has no outsourced courier service contracts. The LSB rents office space from the Office of Rail Regulation (ORR) under a Memorandum of Terms of Occupation (MOTO) agreement. Under the MOTO, postage and courier services are supplied by the ORR who then recovers its costs through a service charge billed under the MOTO.**

2. The name of your primary and any secondary Courier supplier

> **Courier services are arranged by ORR under the terms of the MOTO agreement.**

The value of your primary supplier contract, its expiry date and the services they provide (e.g. same day/next-day/overnight)

> **Usage of courier services is infrequent and, when courier charges are incurred by ORR on our behalf, they are recharged to the LSB.**

The value of your secondary supplier's contract, its expiry date and the and services they provide (e.g. same day/next-day/overnight)

> **There is no secondary supplier contract.**

3. The total cost of the courier services that were managed in-house?

> **Nil**

The number of staff employed in managing those contracts

> **None**

The number of vehicles owned or leased to meet the in-house courier requirement

None

4. The name and email of the person responsible for the procurement/management of these services?

Not applicable. No individuals in the employ of LSB procure or manage such contracts.

If you are dissatisfied with this response to your request for information, you have the right to ask for an internal review / to submit a complaint (see [LSB's Freedom of information – Complaints procedure](#)).

The reference for your request, which should be quoted in all correspondence, is: 20180326/01.