

FREEDOM OF INFORMATION QUARTERLY REPORT

1st October - 31st December 2022

Object Number	Summary of enquiry	Response and Exemptions
FOI/2022/0067	<p>1] Please state the effective date (day and month) of your organisation's 2022 pay review.</p> <p>2] If the 2022 pay review has yet to be finalised please state the month in which you anticipate it will be concluded.</p> <p>3] Please state the employee group/s covered by the 2022 pay review.</p> <p>4] Please state the total number of employees covered by the 2022 pay review.</p> <p>5] Please provide a copy of your 2022 pay agreement (if applicable) or generic pay circular sent to employees (that is one that does not identify any individual employee) outlining the outcome of the latest pay review if there are no collective negotiations.</p> <p>6] Please state the % consolidated basic pay rise received by the lowest-paid adult employee as a result of the 2022 pay review excluding the effect of any incremental progression, merit pay or bonuses.</p> <p>7] If an employee's annual pay award is determined solely according to an assessment of their individual performance (commonly known as a merit increase) as opposed to an across-the-board pay rise (where all employees generally receive the same increase irrespective of their individual performance) please state the percentage of the paybill allocated to fund these awards, the average increase and whether or not the awards are consolidated.</p> <p>8] If any employees were eligible for one-off individual performance-related payments or bonuses over and above the general pay rise please state the range of awards (either as a percentage of their base salary or a cash amount as applicable) and the overall % of the paybill allocated to fund them.</p> <p>9] Please state the overall paybill increase as a result of the latest pay review expressed</p>	No info held

	<p>as a percentage of the paybill.</p> <p>10]. Please state the name of the union/unions party to your main collective agreement covering pay and conditions if there are collective negotiations.</p> <p>11] Please provide the name and contact details of the person/s responsible for overseeing your organisation's annual pay review.</p>	
FOI/2022/0068	<p>This is a request for information that relates to the organisation's contracts around ICT contract(s) for Server Hardware Maintenance, Server Virtualisation Licenses and Maintenance and Storage Area Network (SAN) Maintenance/Support, which may include:</p> <ul style="list-style-type: none"> ? Server Hardware Maintenance- contracts relating to the support and maintenance of the organisation's physical servers. ? Virtualisation Maintenance/Support/ Licensing (VMware, Solaris, Unix, Linux, Windows Server) ? Storage Area Network Maintenance/Support (EMC, NetApp etc) <p>For each of the type of contract described above, please can you provide me with the following data. If there is more than one contract, please split the information for each separate supplier this includes annual spend</p> <ol style="list-style-type: none"> 1. Contract Title: Please provide me with the contract title. 2. Type of Contracts (ABOVE): Please can you provide me with one or more contract types the contract relate to: Server Hardware, Virtualisation, SAN (Storage Area Network) 3. Existing/Current Supplier: Please provide me with the supplier's name for each contract. 4. Brand: Please state the brand of hardware or software 5. Operating System / Software (Platform): (Windows, Linux, Unix, vSphere, AIX, Solaris etc.) Please state the operating system used by the organisation. 6. Annual Average Spend: Please provide me with the most recent annual spend for this contract? 7. Contract Duration: (Please can you also include notes if the contract includes any contract Extension periods.) 8. Contract Expiry Date: Please can you provide me with the date of when the contract expires. 	s.31, s.38, s.40 and s.43

	<p>9. Contract Review Date: (An approximate date of when the organisation is planning to review this particular contract.)</p> <p>10. Purchase of Servers: Could you please provide me with the month and year in which most/bulk of servers were purchased.</p> <p>11. Number of Physical Server: Please can you provide me with the number of physical servers.</p> <p>12. Number of Virtual Servers: Please can you provide me with the number of Virtual servers' servers.</p> <p>13. Brief Contract Description: I require a brief description of the service provided under this contract. Please do not just put maintenance. I need at least a sentence.</p> <p>14. Contract Owner: (The person from within the organisation that is responsible for reviewing and renewing this particular contract. Please include their full name, job title, direct contact number and direct email address.)</p>	
FOI/2022/0070	I am hoping you could assist us in relation to Percy Main Colliery Footbridge you have on display. May I ask how you dismantled, transported and reassembled it to get it where it is now?	Information provided
FOI/2022/0069	<p>Please provide records or copies of</p> <p>(a) correspondence (including emails, letters or electronic messages);</p> <p>(b) meetings (including notes or agendas);</p> <p>that have taken place between the Science Museum Group and the following government departments:</p> <p style="padding-left: 40px;">The Cabinet Office</p> <p style="padding-left: 40px;">DCMS</p> <p style="padding-left: 40px;">BEIS</p> <p>Searches should be limited to only those pieces of correspondence or meetings which discuss the SMG's relationship and/or sponsorship deal with the Adani Group/its subsidiaries.</p> <p>Searches can be limited to the period November 2020-March 2021.</p>	s.21, s.36, s.40 and s.43
FOI/2022/0072	<p>1. Any documents, internal records about the opening of the museum and the imax cinema > the films shown, events held, who was involved in opening the theatre?</p> <p>2. Records that show the collaborations that may have taken place between the people of IMAX (were the original Canadian inventors involved?) and the installment of the IMAX cinema</p> <p>3. There was an event held in 1988 at the museum called the International IMAX</p>	s.40

	<p>filmmakers symposium - any records around this event would be great</p> <p>4. Any major museum events / special screenings involving IMAX between the years 1983-1990</p> <p>5. Any documents that speak to the public and governmental reception of IMAX in Bradford</p>	
FOI/2022/0071	<p>Could I please request some information under Freedom of Information legislation?</p> <p>Earlier this year, you ran a tendering process for animated video requirements, procurement reference IT-492-1166-SCM2717M</p> <p>If possible, could you please let me know the following:</p> <ol style="list-style-type: none"> 1. How many tender responses were received (number of bidders)? 2. The range of bids, as in, the lowest bid(£) and the highest bid(£)? 3. Was the winning bidder, Elbow Productions Ltd, new to you as a supplier or have they previously worked for you? 4. What was the published budget for the project? 5. Could you please attach a copy of the Invitation to Tender document (ITT)? 	Information provided
FOI/2022/0068/001	<p>Internal Review: Reg. Sec 31, 38, 40 and 43; Please can you take this request for internal review, as I dont think his information request falls under any exemption, other organisations are sending this information. In order to exempt this information you must be able to show how the release of this information could have a negative impact on the day to day business of the organisation.</p>	upheld - s.31, s.38, s.40 and s.43
FOI/2022/0073	<p>Could you provide me with the total visitor numbers you had at the National Railway Museum last financial year please?</p>	s.21
FOI/2022/0074	<p>In April 2019 I submitted an FOI request asking for the current status of various non-steam locomotives in the National Railway Museum's collection. You kindly answered with comprehensive details. I note that in your reply D1023 was "Required for display".</p> <p>D1023 has been outside of the NRM for several months now and can hardly be described as being "on display".</p> <p>Can I ask then, what plans exist to bring this much-loved and precious locomotive back</p>	s.22

	inside the museum before the winter weather sets in, and does it no good at all. Can I also ask what plans, if any, there are for this locomotive to safeguard its future and continuing preservation.	
FOI/2022/0075	<p>I write to you in relation to a contract you awarded. Contract title: Rail Vehicle Asbestos Framework Date of award of this notice: 14/11/2022 Information Requested</p> <ul style="list-style-type: none"> • A copy of the list of all bidders (company names) and, from those, the bidders who were successful <p>I request that any personal data relating to individuals is removed before this information is sent. Should the scorecards be unavailable I would request that the list of applicants only be submitted. Please do not send personal data or financial/cost information as per S40 of the FOI Act.</p>	Information provided
FOI/2022/0076	<p>I wish to submit to the organisation a freedom of information request relating to the organisation's ICT contracts, specifically around:</p> <ol style="list-style-type: none"> 1. contact centre contract(s) 2. inbound network services contract (s) <p>The first part of my request relates to contact centre service contracts which could relate to one of the following:</p> <ol style="list-style-type: none"> 1. Advanced call distribution to control the flow of calls and maximise customer experience 2. Email, website live chat and integrations with popular social media apps like Facebook and Instagram 3. Performance monitoring tools to track performance, customer satisfaction and other key sales metrics <p>This could be part of a whole package or separate service applications.</p> <p>Please send me the following information for each provider:</p> <ol style="list-style-type: none"> 1. Incumbent Supplier: For each of the contract(s) please can you provide me with 	s.31, s.38, s.40 and s.43

	<p>the supplier of the contract.</p> <p>2. Annual Average Spend: For each supplier, please state the annual average (over 3 years) spend for each supplier</p> <p>3. Contract Duration: For each supplier, please state the contract duration of the contract expires. If available please also include any contract extensions.</p> <p>4. Contract Expiry: For each supplier, please state the date of when the contract expires.</p> <p>5. Contract Review: For each supplier, please state the date of when the contract will be reviewed.</p> <p>6. Contract Description: For each supplier, please state a brief description of the services provided of the overall contract.</p> <p>7. Contact Details: For each supplier, please state the person from within the organisation responsible for the contract. Please provide me with their full name, actual job title, contact number and direct email address. At the very least please provide me with their actual job title.</p> <p>8. Number of Agents; please provide me with the total number of contact centre agents;</p> <p>9. Number of Sites; please can you provide me with the number of sites the contact centre covers.</p> <p>10. Manufacturer of the contact centre: Who is the manufacturer of the contact centre system that you operate?</p> <p>11. Do you use Microsoft Exchange 2003 as your email server? If not, then which products do you use?</p>	
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	<p>12. Number of email users: Approximate number of email users across the organisations.</p> <p>The second part of my request relates to the use inbound network services contracts which could relate to one of the following:</p> <ol style="list-style-type: none"> 1. 0800, 0845, 0870, 0844, 0300 number 2. Routing of calls 3. Caller Identifier 4. Caller Profile- linking caller details with caller records 5. Interactive voice response (IVR) <p>For a contract relating to the above please can you provide me with?</p> <ol style="list-style-type: none"> 1. Incumbent Supplier: For each of the contract(s) please can you provide me with the supplier of the contract. 2. Annual Average Spend: For each supplier, please state the annual average (over 3 years) spend for each supplier 3. Contract Expiry: For each supplier, please state the date of when the contract expires. 4. Contract Review: For each supplier, please state the date of when the contract will be reviewed. 5. Contract Description: For each supplier, please state a brief description of the services provided of the overall contract. 6. Contact Details: For each supplier, please state the person from within the organisation responsible for the contract. Please provide me with their full name, actual job title, contact number and direct email address. 	
FOI/2022/0077	Please can you provide me with confirmation of the incumbent supplier of fire risk assessments?	No info held
FOI/2022/0078	<p>I'm writing to you under the Freedom of Information Act (2000) to ask that you please disclose to me any and all funding your organisation has received from fossil fuel (oil, gas, coal) over the last 5 years, year on year. This could be funding for galleries, exhibitions, research funding, grants, or other such agreements. If this cannot be done within the cost limit I would the same for the last three years (2020, 2021, 2022)</p> <p>The companies I would like you to focus on are: BP, Glencore, Petrofac, Shell (Royal</p>	Information provided

	Dutch Shell), Total, ExxonMobil, Schlumberger, Centrica, Equinor, BHP Group, Bantu, Eni, Chevron, Enbridge, ConocoPhillip, Chesapeake Energy, and Cluff Energy.	
FOI/2022/0079	I am reaching out in hopes of being able to access the Science Museum Group's scope emissions data (Scopes 1,2,3) as part of your goal to achieve carbon neutrality by 2033, as well as some clarification as to which Museum(s) will be affected by this goal.	Information provided
FOI/2022/0080	<p>As per my records, the hosting contract below has expired. I would like to know whether this contract is still valid or replaced by any other supplier.</p> <p>Amadeaus Hospitality Ltd Azeus UK Ltd Corporate Project Solutions Limited (CPS) PTFS Europe Redweb Tessitura</p> <p>If all the information besides the contract dates are the same, I am happy to just receive an update on the contract dates</p> <p>Below highlighted original FOI request for your reference only. I wish to submit a request to the organisation around their hosting contract(s) with 3rd party providers. The type of contract I wish to see is below:</p> <ol style="list-style-type: none"> 1. Dedicated hosting- Managed environment 2. Co-Location- hosting allows a business to still own their own server equipment; however, instead of storing it in their own data centre, they instead are able to store it in rented space in a colocation hosting centre. 3. Cloud Hosting- Cloud hosting services provide hosting for websites on virtual servers, which pull their computing resources from extensive underlying networks of physical web servers. <p>Not all of these will be applicable to the organisation.</p> <p>For the different types of hosting services, can you provide me with the following information:</p> <ol style="list-style-type: none"> 1. Type of hosting – Dedicated, Co-Location, Cloud Hosting, Other? 	s.14

	<p>2. Who is the supplier of the contract? If possible can you also provide me with the name of the vendor, if applicable?</p> <p>3. What is the annual contract value for each contract?</p> <p>4. What type of cloud environment? Private Cloud- a distinct and secure cloud based environment in which only the specified client can operate. Public Cloud - where cloud services are provided in a virtualized environment, constructed using pooled shared physical resources, and accessible over a public network such as the internet. Hybrid- integrated cloud service utilising both private and public clouds to perform distinct functions within the same organisation.</p> <p>5. What is the original start date of the contract agreement? If there are more than one contract please provide me with the start date for each contract.</p> <p>6. What is the actual expiry date of the contract agreement? If there are more than one contract please provide me with the expiry date for each contract.</p> <p>7. When will the organisation plan to review this contract? If there are more than one contract please provide me with the review date for each contract.</p> <p>8. What is the contract period in years? Please include whether the agreement has any extension periods?</p> <p>9. What services are provided under the contract? Please do not put hosting information such as web hosting, file storage, hosted application. The more information the better,</p> <p>10. Can you please provide me with the contract officer responsible for this contract? Complete contact details if possible name, title, contact email and number.</p>	
FOI/2022/0081	<p>1] Please state the effective date (day and month) of your organisation's 2022 pay review.</p> <p>2] If the 2022 pay review has yet to be finalised please state the month in which you anticipate it will be concluded.</p> <p>3] Please state the employee group/s covered by the 2022 pay review.</p> <p>4] Please state the total number of employees covered by the 2022 pay review.</p> <p>5] Please provide a copy of your 2022 pay agreement (if applicable) or generic pay circular sent to employees (that is one that does not identify any individual employee) outlining the outcome of the latest pay review if there are no collective negotiations.</p> <p>6] Please state the % consolidated basic pay rise received by the lowest-paid adult</p>	s.40

	<p>employee as a result of the 2022 pay review excluding the effect of any incremental progression, merit pay or bonuses.</p> <p>7] If an employee's annual pay award is determined solely according to an assessment of their individual performance (commonly known as a merit increase) as opposed to an across-the-board pay rise (where all employees generally receive the same increase irrespective of their individual performance) please state the percentage of the paybill allocated to fund these awards, the average increase and whether or not the awards are consolidated.</p> <p>8] If any employees were eligible for one-off individual performance-related payments or bonuses over and above the general pay rise please state the range of awards (either as a percentage of their base salary or a cash amount as applicable) and the overall % of the paybill allocated to fund them.</p> <p>9] Please state the overall paybill increase as a result of the latest pay review expressed as a percentage of the paybill.</p> <p>10]. Please state the name of the union/unions party to your main collective agreement covering pay and conditions if there are collective negotiations.</p> <p>11] Please provide the name and contact details of the person/s responsible for overseeing your organisation's annual pay review.</p>	
FOI/2022/0082	<p>This is an information request relating to the number of staff working at the organisation.</p> <p>Please include the information for each of the following financial years; 2019/20, 2020/21, 2021/22:</p> <ul style="list-style-type: none"> • The number of staff working at the organisation in each of these financial years • The total wage bill for each of these years <p>Please also provide me with the current headcount of staff.</p>	s.21 and s.22
FOI/2022/0083	<p>Please can you provide copies of your (1) Freedom of Information Act Policy; (2) Environmental Information Regulations Policy; and (3) Data Protection Policy.</p>	Information provided
FOI/2022/0084	<p>Expenses</p> <ol style="list-style-type: none"> 1. What finance system do you use? 2. What system do you use to manage and process your staff's expenses? 3. What is the expense submission & reimbursement process? 4. What is the current approval workflow for expense claims? 5. How long does it take to process one expense claim? 6. What is the current period of reimbursement (from submission) for staff expenses? 	s.40 and s.43

	<p>7. How many expense claims were made during your last financial year? And what was total value of expense claimed?</p> <p>8. Can your staff submit expenses remotely?</p> <p>9. Are staff able to submit claims on their mobile device via a dedicated application?</p> <p>10. If you are allowed, how are you claiming VAT back on expense claims?</p> <p>11. What percentage of expense claims are audited?</p> <p>12. How many full-time-employees (FTEs) do you have processing expense claims?</p> <p>13. Which department oversees / owns the expense processes/workflows?</p> <p>14. Who is the named contact within the organisation who owns the expense process?</p> <p>15. Can Science Museum Group procure their own services or is it a shared services centre?</p> <p>Invoices</p> <p>1. What system do you use for managing/processing invoices?</p> <p>2. What is your current invoice process for handling supplier invoices, from receipt to when it is posted in the ERP/finance system and ready for payment?</p> <p>3. How many invoices were processed during your last financial year?</p> <p>4. How many FTEs (full time employees) do you have in your accounts payable team who process invoices?</p> <p>5. What percentage of invoices were paid late during your last financial year?</p> <p>6. What is the approval workflow for Invoices?</p> <p>7. Who is the named contact within the organisation that decides which systems are upgraded each year?</p> <p>8. Do you use Optical Character Recognition (OCR) to scan invoices?</p> <p>9. Do you currently have a PO system or a non-PO system? If you use both types – what is the percentage of PO invoices vs. non-PO invoices?</p> <p>10. Are you claiming VAT on invoices? If so, how are you doing this?</p> <p>11. Can Science Museum Group procure their own services or is it a shared services centre?</p>	
FOI/2022/0078/001	I'm also looking for the amount they received, and when please, apologies if that wasn't clear enough in the original request, but a breakdown year on year is what I'm looking for within this request.	Upheld - s.43
FOI/2022/0085	You previously provided me with copies of two due diligence reports concerning the Indian conglomerate Adani (Your ref: FOI/2022/0029). Please could you confirm	Information provided

	whether either of these due diligence documents have been shared with members of the Board of Trustees and, if so, when they were shared, with whom, and in what form?	
FOI/2022/0076/001	<p>-- Reg. Supplier name and Annual spend; Please can you take this request for internal review, as I dont think his information request falls under any exemption, other organisations are sending this information. In order to exempt this information you must be able to show how the release of this information could have a negative impact on the day to day business of the organisation.</p> <p>-- Please share the job title and contact number of the con-tract owner, which does not fall under any exemption.</p>	Upheld - s.31 and s.43
FOI/2022/0087	<p>Please provide copies of the Monthly Project Reports for the Energy Revolution (800960) Project, from February 2022 to December 2022 (or November if December has yet to complete).</p> <p>Please also provide a copy of the Project communications plan.</p>	s.40 and s.43
FOI/2022/0086	<p>I would like to request:</p> <p>-Copies of the all the sponsorship agreements that have been signed between Equinor and the Science Museum Group relating to the "Wonderlab" exhibition.</p>	s.40 and s.43
FOI/2022/0078/002	<p>Internal Review -</p> <p>I am writing to request an internal review of Science Museum Group's handling of my FOI request 'Funding from fossil fuel interests'.</p> <p>I'm requesting an internal review of this request as I believe the amounts should be made public, as given the scale of the climate crisis, and the protests that your organisation has already suffered due to your involvement with Shell, opacity in this instance is likely to do more damage to the museum than transparency.</p> <p>I also believe firmly that the public interest in this issue greatly outweighs the commercial interests of companies that are wholly complicit in, and largely responsible for, the destruction of our planet. I'm aware that academics have previously refused to work with the museum because of its fossil fuel ties, and as such, as a scientific institution, this should be taken into account when prioritising the commercial interests of companies such as BP, Shell, or the rest, which neither I or the public more generally consider a priority.</p>	Upheld - s.43

FOI/2022/0080/001	<p>Internal Review Request</p> <p>As per my knowledge, providing this information does not fall under any exemption. If you still feel the same please consider this email as an internal review request and do the needful.</p> <p>*s.14 (vexatiousness was used in previous response and informaiton withheld)</p>	Upheld - s.14
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