

ND ref. **FOI/16/001**

### **Freedom of Information**

Thank you for your 01/04/16 request for the following information:

*Could you please send me contract information relating to Banking Services, Audit Services and Card Processing Services. If you do not understand what each of these mean please see below:*

- *Banking Services-* contract information relating to the organisation banking services.
- *Audit Services (Financial) –* contract relating to internal and external audit services.
- *Accountancy –* Contracts relating to TAX advisory services.
- *Card Processing Services / Merchant services-* a wide range of payment processing options.

*Most automatically associate merchant services with debit and credit card processing.*

*Can you please provide me with the following contract information for each of the contract category specified above:*

1. *Contract Category: Please see select from the categories provided; Banking Services; Financial Audit Services; Card Processing Services*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	Yes
<i>Audit Services (Financial)</i>	Yes
<i>Accountancy</i>	None, as a Public Organisation we would not use Tax Advisors.
<i>Card Processing Services / Merchant services</i>	Yes, Card Processing Services

2. *Existing Supplier Name for each contract*

Answer: Please see table below:

<b>Contract Category</b>	<b>Name</b>
<i>Banking Services</i>	Royal Bank of Scotland
<i>Audit Services (Financial)</i>	External – KPMG
	Internal – NHS Consortium South West
<i>Accountancy</i>	None, as a Public Organisation we would not use Tax Advisors.
<i>Card Processing Services / Merchant services</i>	Worldpay

3. *Contract Description: Please do not just state two to three words can you please provide me detail information about this contract and please state if upgrade, maintenance and support is included. Please also include the modules included within the contract.*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	Royal Bank of Scotland provide Current Account/ bacs/ chaps/ foreign drafts.
<i>Audit Services (Financial)</i>	External – Provide statutory audit requirement.
	Internal – Provide assurance to the Board of processes.
<i>Accountancy</i>	None
<i>Card Processing Services / Merchant services</i>	Rental of equipment supply and upgrades as required. Maintenance included in rental.

4. *Annual Average Spend for each contract*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	£175 per month
<i>Audit Services (Financial)</i>	External £58,000
	Internal £146,000
<i>Accountancy</i>	None
<i>Card Processing Services / Merchant services</i>	£25 per machine

5. *Contract Duration: What is the duration of the contract please include any available extensions within the contract.*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	Not known
<i>Audit Services (Financial)</i>	Not known as approved by Department of Health.
	Not known as approved by Department of Health.
<i>Accountancy</i>	None
<i>Card Processing Services / Merchant services</i>	On going

6. *Contract Start Date: What is the start date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	Dec 2009
<i>Audit Services (Financial)</i>	External - Audit - 1 <sup>st</sup> April 2015
	Internal - none as Internal announcement.
<i>Accountancy</i>	None
<i>Card Processing Services / Merchant services</i>	Dec 2009

7. *Contract Expiry: What is the expiry date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	Not known as Department of Health Mandate using RBS for the Trust Banking and they arrange this with RBS.
<i>Audit Services (Financial)</i>	Not known as auditors are appointed by Department of Health.
<i>Accountancy</i>	None
<i>Card Processing Services / Merchant services</i>	On going

8. *Contract Review Date: What is the review date of this contract? Please include month and year of the contract. If this cannot be provided, please provide me estimates of when the contract is likely to be reviewed. DD-MM-YY or MM-YY*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	As above.
<i>Audit Services (Financial)</i>	Not known as auditors are appointed by Department of Health.
<i>Accountancy</i>	None.
<i>Card Processing Services / Merchant services</i>	None.

9. *Contact Details: I require the full contact details of the person within the organisation responsible for this particular contract.*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	The Trust does not release the names of staff below a Director under Section 40(2) of the Freedom of Information Act 2000 Personal Information (where disclosure may contravene the Data Protection Act 1998). The Director of Finance and Performance is Mr Andy Robinson. You may contact Andy via our main switchboard number 01271 322 577 or via the Trust Contact Us link on <a href="http://www.northdevonhealth.nhs.uk">www.northdevonhealth.nhs.uk</a>
<i>Audit Services (Financial)</i>	
<i>Accountancy</i>	
<i>Card Processing Services / Merchant services</i>	

10. *Notes: Please provide me with any further information with regards to this contract this could include any contract extension available as well as information on renewals or plans for future tenders.*

Answer: Please see table below:

<b>Contract Category</b>	
<i>Banking Services</i>	N/A
<i>Audit Services (Financial)</i>	N/A
<i>Accountancy</i>	N/A
<i>Card Processing Services / Merchant services</i>	N/A