

**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:**

**Part A - Banking Services**

**Contract information relating to the organisation banking services.**

*Information not held.*

*All CCGs in the country are obliged to use the Government Banking Services.*

**Part B - Accountancy**  
**Contracts relating to TAX advisory services.**

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

*Tax Advisory Services.*

- 2. Existing Supplier Name for each contract**

*Liaison VAT Consultancy Ltd*

- 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.**

*The Norfolk CCGs use Liaison as advisors on VAT recovery.*

- 4. Annual Average Spend for each contract**

*The CCG confirms that it holds this information but withheld it following application of the relevant test under section 43(2) of the FOIA:*

*“Information is exempt information if its disclosure under this Act would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it)”*

*The Information Commissioner’s relevant guidance states that:*

*“...a commercial interest relates to a person’s ability to participate competitively in a commercial activity, i.e. the purchase and sale of goods or services”*

*It is considered that the commercial interests of the provider and the CCG would be likely to be prejudiced if we disclose the information requested. The rates would relate to the provider’s commercial strategies, disclosure of the withheld information may disadvantage them in competing for work against other providers.*

*As this is a qualified exemption we must consider whether the public interest in withholding the information outweighs the public interest in disclosing it.*

*Factors in favour of disclosure of the information are as follows:*

- 1. Furthering the understanding of and participation in the public debate of issues of the day.*
- 2. Promoting accountability and transparency by public authorities for decisions taken by them and in the spending of public money.*
- 3. Allowing individuals and companies to understand decisions made by public authorities affecting their lives.*

*Factors in favour of non-disclosure are as follows:*

- 1. There is a strong public interest in ensuring that the commercial interests of the companies providing the services are not prejudiced. If such prejudice occurs it would enable competitors to undercut the organisations when bidding for contracts of a similar nature.*

2. *Disclosure of the withheld information into the public domain could decrease the differentiation between suppliers, as processes, practices and commercial offerings may become homogenised, thus endangering true and fair competition. This would further hinder the ability of suppliers to act competitively within the market. Internal processes that allow such suppliers to create and maintain a competitive advantage would be lost as they become public knowledge, creating unfair competition and stifling innovation and creativity.*
3. *The withheld information relates to legitimate economic interests. Disclosure would reduce the CCG's capacity to negotiate future contracts. The release of further individual costs could compromise the CCG's ability to secure good value in their future discussions with contractors by creating market expectations in key rates and allowances.*

*The CCG considers that there is a public interest in disclosure of the withheld information as it promotes openness and transparency around surrounding public spending within the NHS. However, equally, the CCG does not consider that it would be in the public interest to damage their suppliers' commercial position by disclosure.*

*On balance the CCG considers that the public interest in favour of disclosure is outweighed by the public interest in favour of maintaining the exemption in this case. Section 43(2) FOIA was therefore correctly applied to withhold the requested information.*

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

*Information not held.*

*There are no signed contracts in place for income, corporate or any other types of tax*

**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.**

*Information not held.*

*There are no signed contracts in place for income, corporate or any other types of tax*

**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.**

*Information not held.*

*There are no signed contracts in place for income, corporate or any other types of tax*

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

*Information not held.*

*There are no signed contracts in place for income, corporate or any other types of tax*

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

**NHS North Norfolk CCG**  
Chief Financial Officer  
1 Mill Close  
Aylsham  
Norwich  
NR11 6LZ

**NHS West Norfolk CCG**  
Chief Financial Officer  
King's Court  
Chapel Street  
King's Lynn  
PE30 1EL

Telephone: 01263 738100

Email [NNCCG.contactus@nhs.net](mailto:NNCCG.contactus@nhs.net)

Telephone: 01553 666900

Email: [contact.wnccg@nhs.net](mailto:contact.wnccg@nhs.net)

- 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.**

N/a

**Part C - Audit Services (Financial)**

**Contract relating to assurance, tax and advisory services.**

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

*Financial Audit Services*

- 2. Existing Supplier Name for each contract**

- 1) *External Audit – Ernst & Young LLP*
- 2) *Internal Audit – TIAA Ltd*

- 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.**

- 1) *External Audit*
- 2) *Internal Audit*

- 4. Annual Average Spend for each contract**

*The information requested is exempt under section 21 of the Freedom of Information Act 2000. The CCG has published their audit fees in the Annual Report: [NHS North Norfolk CCG's Annual Report 2015/16](#) – Page 112*

*The information requested is exempt under section 21 of the Freedom of Information Act 2000. The CCG has published their audit fees within the Annual Report: [NHS West Norfolk CCG's Annual Report 2015/16](#) – Page 108*

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

- 1) *External Audit – Ernst & Young LLP: 3 audit cycles*
- 2) *Internal Audit – TIAA Ltd: 3 years*

- 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.**

- 1) *External Audit – Ernst & Young LLP: 1<sup>st</sup> April 2014*
- 2) *Internal Audit – TIAA Ltd: 1<sup>st</sup> July 2015*

- 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.**

- 1) *External Audit – Ernst & Young LLP: 30<sup>th</sup> June 2017*
- 2) *Internal Audit – TIAA Ltd: 30<sup>th</sup> June 2018*

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

1) *External Audit : following a procurement process BDO have been appointed as external auditors for financial year 2017/18 to 2019/20*

2) *Internal Audit – TIAA Ltd: this will be considered in 2017/18*

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

**NHS North Norfolk CCG**

*Chief Financial Officer*

*1 Mill Close*

*Aylsham*

*Norwich*

*NR11 6LZ*

**NHS West Norfolk CCG**

*Chief Financial Officer*

*King's Court*

*Chapel Street*

*King's Lynn*

*PE30 1EL*

*Telephone: 01263 738100*

*Email [NNCCG.contactus@nhs.net](mailto:NNCCG.contactus@nhs.net)*

*Telephone: 01553 666900*

*Email: [contact.wnccg@nhs.net](mailto:contact.wnccg@nhs.net)*

**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.**

*N/a*

**Part D - Card Processing Services**

**This is a contract the organisation may have that relates to the use debit/credit cards used by staff to make payments to suppliers. This also includes procurement cards.**

*Information not held.*

*The CCG do not receive card processing or merchant services from the Government Banking Service.*

**Part E - Merchant services**

**This is a contract where by people make payments to the organisation via a machine or terminal. This also includes machines that have chip and pin and contact less**

*Information not held.*

*The CCG do not receive card processing or merchant services from the Government Banking Service.*