

Nicola Hesketh
Project and Information Coordinator

Our Ref: FOI3749/NH/02
Please ask for: Nicola Hesketh
Direct dial: 01827 709 587
E-mail: FOImailbox@tamworth.gov.uk

[name redacted]

27th January 2016

Dear [name redacted]

Freedom of Information – Request for Information

With regards to your recent enquiry for information held by the Authority under the provisions of the Freedom of Information Act. Please find the information you requested below with reference in the box to your original enquiry for clarity where multiple answers are required.

Details of Your Request

I would like to request information under the Freedom of Information Act.

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 assurance, tax and 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 select from the categories provided; Banking Services; Financial Audit Services; Card Processing Services
2. **Existing Supplier** Name for each contract
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.
4. **Annual Average Spend** for each contract
5. **Contract Duration:** What is the duration of the contract please include any available extensions within the contract.
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.
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.
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
9. **Contact Details:** I require the full contact details of the person within the organisation responsible for this particular service contract.
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.

The response to your request as follows:

Please see attached Spread sheet

IMPORTANT NOTICE ABOUT USE OF INFORMATION PROVIDED UNDER THE FREEDOM OF INFORMATION ACT (FoIA)

Most of the information that we provide in response to Freedom of Information Act 2000 requests will be subject to copyright protection. In most cases the copyright will be owned by Tamworth Borough Council. The copyright in other information may be owned by another person or organisation, as indicated on the information itself.

You are free to use any information supplied for your own non-commercial research or private study purposes. The information may also be used for any other purpose allowed by a limitation or exception in copyright law, such as news reporting.

However, any other type of re-use, for example by publishing the information in analogue or digital form, including on the internet, will require the permission of the copyright owner. For information where the copyright is owned by Tamworth Borough Council details of the conditions on re-use can be provided on application to the contact below.

For information where the copyright is owned by another person or organisation you must apply to the copyright owner to obtain their permission.

This council also believes in transparency of information, this includes requests made under the Freedom of Information Act and the Environmental Information Regulations and we reserve the right to publish these requests in our Disclosure Log along with the response, the requestors name and/or company where the information is requested on a regular basis. Care shall be taken not to publish your email address or physical address where it is considered personal information as defined under the Data Protection Act 1998.

Project and Information Coordinator,
Tamworth Borough Council,
Marmion House,
Lichfield Street,
Tamworth,
B79 7BZ

Details of Tamworth Borough Council's internal review and complaints procedure are attached, in accordance with the provisions of the Act.

Yours Sincerely

Nicola Hesketh
Project and Information Coordinator

Please input the information below:

1. Contract Category: Banking Services; Audit Services; Card Processing Services / Merchant services	2. Existing Supplier: Can you please provide me with the provider for each contract?	4. 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.
Banking Services	Lloyds bank	Main banking facilities for the Authority to handle payments to and from the council
Card processing services	Global payments	credit/debit card transactions
Audit Services	FIT Business Solutions Ltd	Specialist IT Audit Services

6. Annual Spend: What is the annual average spend for this contract?	7. Contract Duration: What is the duration of the contract please include any available extensions within the contract.	8. 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.	9. Contract Expiry: What is the expiry date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.
	5 years with option for annual extensions by agreement	01/11/2014	31/10/2019 +1yr etc
£6,400	rolling contract	Original agreement entered into prior to 2000	optional by agreement
£7,200	1 year plus 1 year extension	01/05/2014	30/04/2016

<p>10. 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.</p>	<p>11. Contact Details: I require the full contact details of the person within the organisation responsible for this particular software contract. Please include their full name, actual job title, contact number and direct email address.</p>
<p>Continue review but review for extn will take place during early 2019</p>	<p>Roger Bennett, Operations Accountant , roger-bennett@tamworth.gov.uk, 01827 709246</p>
<p>periodically reviewed</p>	<p>Roger Bennett, Operations Accountant , roger-bennett@tamworth.gov.uk, 01827 709246</p>
<p>Feb-16</p>	<p>Angela Struthers, Head of Internal Audit Services, angela-struthers@tamworth.gov.uk, 01827 709234</p>

12. 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.
