

FOI 697-08072010

1) i) I had another look at your SO/SFIs in relation to Hospitality. These mention your document "The Standards of Business Conduct and Conflicts of Interest Policy for Nottinghamshire County Primary Care Trust staff". Can I please have a copy of this document.

We have checked with Finance who are responsible for the Standing Orders. The document referred to above does not exist.

ii) During 2008/9, on what dates did the Audit Committee review the hospitality and sponsorship registers?

The Audit Committee did not review the gifts and hospitality register in 2008/9.

2)ii) Did the estimate of £50 include an estimate for food and refreshments as you had mentioned corporate hospitality in your hospitality listing?

yes

- I am surprised that you are not able to identify contract details with Deloitte over 3 years – I was interested in contract details, not individual paper invoices or payments. I believe it is a requirement to keep details of contracts for 6 years. Can you therefore review if you have details in your paper or electronic files which give details of contracts awarded to Deloitte and which should usually contain details of what other bodies have quoted or tendered for a contract.

We cannot identify this information without reviewing the invoices as the transactions do not necessarily relate to written contracts.

There is no reference to tenders received from Deloitte in our tender register or contracts with them in our register of signed contracts.

- From your PCT committee minutes, it appears Deloitte gave Board Development Advice, can you confirm that this work was paid for by your Trust?

I would be grateful if you could clarify the date of this meeting in order for us to locate the information

- If you not able to obtain details through the above, can you please answer the following:
From your central computer accounting system, are you able to identify the first payment to Deloitte in 2008/9, if so, what was the invoice date or the payment date? If so, does your system hold information who authorised this payment? If so, does the person who authorised the payment have information about what contract this payment referred to?

The first payment to Deloitte in 08-09 was for £8,342.50 on the 17th November 2008, it was coded to the Finance cost centre. As we no longer have access to Integra, we only have excel details I am unable to tell you who would have approved the invoice.