

**Compliance Team – Health Records**

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## FOI REQUEST NUMBER 293 2015

### Request & Response

Thank you for your recent request under the Freedom of Information Act.

The response to your request is as follows:-

1. Which company or companies hold the contract to supply your Back Office Finance and Accounting systems and services? EAST LANCASHIRE FINANCIAL SERVICES AND ADVANCED BUSINESS SOLUTIONS

2. The start and finish dates of the contract - CONTRACT COMMENCED 1 APR 2010 AND CEASES ON 30 SEPT 2016

3. Can you please tell me the annual value of the service? £216K PER ANNUM

4. Can you please tell me how much was spent by the Trust on initially implementing the Back Office Finance and Accounting services MOST OF THE IMPLEMENTATION WAS MET THROUGH INTERNAL RESOURCES. NON RECURRING IMPLEMENTATIONS COSTS £192K

5. Can you please send me a copy of Finance Organisation Chart showing the number of Trust staff working in each department? SEE ATTACHED

6. Could you please tell me how many staff you had working in the finance department prior to the outsourcing or partial outsourcing of the Back Office Finance and Accounting Services? TRUST HAS PARTIALLY OUTSOURCED FINANCE FUNCTIONS FOR SEVERAL YEARS PRIOR TO THE LATEST ENCUMBERT PROVIDING SERVICES. THE TRUST HAS ALSO MERGED SINCE THE INTIAL TENDER SO IT IS NOT POSSIBLE TO RECONSTRUCT A PRE OUTSOURCING FINANCE DEPARTMENT MODEL.

7. Can you please supply the service specification for the current outsourced or partially outsourced Back Office Finance and Accounting Service? GIVEN THAT THE TRUST IS ABOUT TO GO OUT TO TENDER, AND THROUGH DISCUSSIONS WITH OUR CURRENT SERVICE PROVIDER THIS INFORMATION IS DEEMED COMMERCIALY SENSITIVE. A GENERAL OVERVIEW OF THE SERVICES PROVIDERDD ARE:

- ACCOUNTS PAYABLE
- ACCOUNTS RECEIVABLE
- TREASURY MANAGEMNET AND CONTROL ACCOUNT RECONCILIATIONS
- SYSTEMS SUPPORT

The Trust provides a complaints procedure to deal with complaints about the Trust's handling of requests for

information. If you feel you need to make a complaint, in the first instance, you should contact a Non-Executive Director via the Chair of the Trust. If you feel you have exhausted our internal complaints procedure, you also have the right and may feel you wish to write to the Information Commissioner who can be contacted on telephone number 01625 545740 or at [www.ico.gov.uk](http://www.ico.gov.uk).

