

XXXXXXXXXX  
By email XXXXXXXXXXXXX

XXXXXXXXXXXXX  
Corporate Procurement  
Department for Transport  
Zone D/02  
Ashdown House  
Hastings  
East Sussex  
TN37 7GA

Dear XXXXX

27th March 2012

**Freedom of Information Request F0008630**

1. I am writing in response to your request for information received on 13<sup>th</sup> February 2012 made under the Freedom of Information Act 2000. You asked:

*Please provide full details of spending on Government Procurement Cards by permanent secretaries in your department from May 2009 to the present date. Please include the name of the permanent secretary, the date of the transaction, the item purchased, the name of the vendor (i.e. Sainsbury's), the reason for the purchase and the amount spent. If possible, I would prefer to receive this data in an Excel Spreadsheet attached to an email to this address. Given the seniority and salaries of permanent secretaries, we strongly consider this information to be in the public interest and will appeal this basis if any exemptions are invoked.*

2. I confirm that the Department does hold the information detailed above. As requested, please see the attached Excel spreadsheet. Please note, the Department has had three Permanent Secretaries (PS) since May 2009. This reply includes data for Robert Devereux and Clare Moriarty. The previous PS, Lin Homer, did not make use of her allocated Government Procurement Card (GPC) during her time in the Department. We have included both "Corporate and GPC" card expenditure.

3. The DfT card scheme is part of the Departments Procurement policy. The cards are provided by Barclaycard under a GPS framework tendered in 2011, two main cards are issued, the GPC to mainly office based staff for low value goods and services and the Corporate Card to travelling officials to claim legitimate costs when out of the office and therefore avoiding the need to spend their own money and claim back later. The card provides time and cash savings to the individual and process cost savings to the Department.

4. The Corporate & GPC cards are not a credit card. It is a payment charge card that, when used in a well managed way, allows public sector workers to pay for low value items in a controlled, secure and efficient way, typically removing 95% of administrative effort.

5. Corporate & GPC Cards has rigorous financial control and cases of misuse must be reported. It is used to purchase essential, low-value goods and services and organisations are able to apply their own financial controls on spending. Using the Cards guarantees on-time payment to suppliers – this has been particularly beneficial for small and medium enterprises. The Card scheme is a convenient, cost-effective and valuable contributor to efficiency targets. When used effectively GPC saves organisations money. The scheme is regularly audited and is fully compliant with the Government policy on GPC

6. If you are unhappy with the way the Department has handled your request or with the decisions made in relation to your request you may complain within two calendar months of the date of this letter by writing to the Department's Information Rights Unit at:

Zone D/01  
Ashdown House  
Sedlescombe Road North  
Hastings  
East Sussex TN37 7GA  
E-mail: FOI-Advice-Team-DFT@dft.gsi.gov.uk

7. Please see attached details of DfT's complaints procedure and your right to complain to the Information Commissioner.

8. If you have any queries about this email please contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

XXXXXXXXXX

Direct Line: XXXX

Fax: XXXX

GTN No: XXXXXX

e-mail: XXXXXXXXXXXX

[www.dft.gov.uk/](http://www.dft.gov.uk/)

[www.dft.gov.uk/about/procurement](http://www.dft.gov.uk/about/procurement)

## **Your right to complain to [DfT/Agency] and the Information Commissioner**

You have the right to complain within two calendar months of the date of this letter about the way in which your request for information was handled and/or about the decision not to disclose all or part of the information requested. In addition a complaint can be made that DfT has not complied with its FOI publication scheme.

Your complaint will be acknowledged and you will be advised of a target date by which to expect a response. Initially your complaint will be re-considered by the official who dealt with your request for information. If, after careful consideration, that official decides that his/her decision was correct, your complaint will automatically be referred to a senior independent official who will conduct a further review. You will be advised of the outcome of your complaint and if a decision is taken to disclose information originally withheld this will be done as soon as possible.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Cardholder Name	Merchant	Merchant Location	Purchase Item	Date Posted	Original Amount	Comments
C MORIARTY	RAMADA INNS	HOTEL 01488 6,	Hotel	01/02/2012	£581.00	Overnight accommodation for Clare Moriarty and six other DFT (c) staff. Charge was £83 (each) X 7 = £581
C MORIARTY	House of Commons Catering Services	LONDON SW1P,	Dinner	13/02/2012	£149.40	Dinner with Secretary of State and Non-Executive Board Members (6 people = £24.90 each)
R J DEVEREUX	SW TRAINS WATERLOO	SELF SERVE TI	Train Ticket	07/05/2009	£9.40	
R J DEVEREUX	sofitel defense	puteaux france	Hotel	23/06/2009	£251.52	European Permanent Secretaries dinner and meeting in Paris.
R J DEVEREUX	SW TRAINS WATERLOO	SELF SERVE TI	Train Ticket	07/07/2009	£11.80	
R J DEVEREUX	CITY CAFÉ, CITY INN, Westminster	LONDON SW1	Dinner	16/07/2009	£139.43	Dinner with new Non-Executive Board Members (4 people = £34.85 each)
R J DEVEREUX	FGW SELF SERVICE	LONDON	Train Ticket	18/09/2009	£29.60	
R J DEVEREUX	LONDON & SE RAIL	CHARING CROSS	Train Ticket	23/09/2009	£21.10	
R J DEVEREUX	FGW SELF SERVICE	LONDON	Train Ticket	01/10/2009	£40.00	
R J DEVEREUX	SW TRAINS WATERLOO	SELF SERVE TI	Train Ticket	02/10/2009	£11.30	
R J DEVEREUX	SW TRAINS WATERLOO	SELF SERVE TI	Train Ticket	16/10/2009	£11.80	
R J DEVEREUX	THE GORING	LONDON SW1W	Hotel	29/10/2009	£279.38	
R J DEVEREUX	LONDON MIDLAND	EUSTON SST SL	Train Ticket	24/11/2009	£11.60	
R J DEVEREUX	LONDON MIDLAND	BERKHAMSTED S	Train Ticket	24/11/2009	£11.80	
R J DEVEREUX	SW TRAINS WATERLOO	SELF SERVE TI	Train Ticket	27/11/2009	£9.40	
R J DEVEREUX	SW TRAINS WATERLOO	SELF SERVE TI	Train Ticket	15/01/2010	£11.60	
R J DEVEREUX	VIRGIN TRAINS	VIRGIN TRAINS	Train Ticket	04/02/2010	£113.50	
R J DEVEREUX	HILTON	MANCHESTER	Hotel	08/02/2010	£110.00	
R J DEVEREUX	FIRST GTR WESTERN	LONDON W2	Train Ticket	04/03/2010	£59.00	
R J DEVEREUX	LONDON & SOUTH EAS	LONDON WC2N	Train Ticket	21/07/2010	£28.10	
R J DEVEREUX	LONDON & SOUTH EAS	LONDON SE1,	Train Ticket	16/12/2010	£22.60	

No spend for Lin Homer