

13 February 2019



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

I write with reference to your request received on 28/01/2019 reference CA57. Please find the response provided below.

**Question 1:** Why does no Barclaycard payment appear in the July 2018 Transparency Report? Will it be published without delay and the amendment noted on the website, as required under the Transparency Code so that it does not go undetected by those monitoring the data?

**Answer:** You are correct the Barclaycard payment has been inadvertently omitted. We have now rectified this issue and would like to thank you for bringing this to our attention. The changes to the report have been noted in red and a note included below. We have now implemented some additional checks and systems to ensure this type of oversight does not happen again.

**Question 2:** Have other payments been removed from the Transparency Report? And if so, why? And will they be published without delay with an explanation?

**Answer:** We have at times had to exclude some payments until we have full details to complete the Transparency Report. Please note, all details are now fully up to date and these have been included within the December Transparency Reports.

**Question 3:** Why was no purchasing card file published for September 2018? Will it be published without delay?

**Answer:** We would like to thank you for bringing this to our attention. This file has now been uploaded onto the website. Again, we have implemented some additional checks and systems to ensure this type of oversight does not happen again.

**Question 4:** What explains the growing gap between Barclaycard records and the corresponding purchasing card details? What were the missing transactions? Will they be published without delay as a standalone file with an explanation on the website, so that the public monitoring payments can update their records easily?

**Answer:** As noted on the Purchasing Card transparency report, all figures are NET figures. Where VAT is applicable on certain transactions this figure is not included within the report itself.

**In addition to this, the Barclaycard statements and payments made in respect of one month's usage, do not completely match up. Sometimes transactions incurred within one month do not show up on the statement until the following month - this all depends on the date payment is taken.**

**Due to the nature of the reports there will always be a slight discrepancy because of the above mentioned.**

**Question 5:** If any Transparency Report payments or purchasing card details are removed prior to publication, what are the criteria for removing such data, what is the procedure, and how can the public be reassured that the Transparency Code data are not regularly censored on an *ad hoc* basis to hide dubious or inappropriate expenditure?

**Answer:** No amounts are ever permanently excluded from the Transparency reports. However, as mentioned earlier, there can sometimes be a time delay with some information. In accordance with GDPR rules we sometimes must limit the amount of detail which is supplied - however, in line with the Transparency Code we aim to supply as much details as/ where possible.

**In addition to this, we also aim to publish our transparency reports monthly rather than the required quarterly, as per the Transparency Code. This is to ensure the information is readily available to all users as soon as possible.**

I hope this information is helpful but if you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review, you should write to us via our contact us email address – [contactus@cambridgeshirepeterborough-ca.gov.uk](mailto:contactus@cambridgeshirepeterborough-ca.gov.uk) or write a letter to Complaints, Cambridgeshire and Peterborough Combined Authority, Incubator 2, Alconbury Weald Enterprise Campus, Huntingdon, PE28 4WX within 40 days of the date of this e-mail. 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, or via their website: <https://ico.org.uk/>

Generally, the ICO will not undertake a review or make a decision on a request until the internal review process has been completed.

Yours sincerely



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The Cambridgeshire and Peterborough Combined Authority can be contacted via Unit 3, The Incubator, Alconbury Weald Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4WX. This email and any attachments are intended solely for the use of the addressee only, and is considered confidential. Any views or opinions expressed are solely those of the author and do not necessarily represent those of The Cambridgeshire and Peterborough Combined Authority or The Business Board. If you are not the intended recipient of this email, you must neither take any action based upon its contents, nor copy or show it to anyone with prior permission from the creator. Please contact the sender if you believe you have received this email in error.

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