

30 March 2017
Our ref: FOI/03/03/17

Re: Freedom of Information request

Thank you for your request for information under the Freedom of Information Act, which we received on 3 March 2017.

You requested the following information:

1) Please provide me with a breakdown of the department's spending via government procurement cards, in annual breakdown over the years 2015/2016/2017, listing how much was spent in each year.

2) Please include in this breakdown the amount charged on each occasion over 2015/2016/2017, when it was charged, and what it was for. Please include detail like if any department trips, what the name of the hotel was, or any food – what the brand/restaurant was, as is feasible within cost/time limits.

We hold the information you requested. The total spend on procurement cards was £7,626 in 2015, £23,380 in 2016 and, so far, £887 in 2017 (up to the end of February). As detailed below, the OBR's procurement card is most commonly used to pay for staff training courses, office items, stationery and newspaper and other subscriptions.

The OBR relocated from its 20 Victoria Street office to the 102 Petty France building in September 2016. The office move was associated with temporarily higher spending on office essentials and other items to ensure that we were able to operate effectively in our new accommodation. On an ongoing basis, the office move reduces our per-person accommodation and IT services costs.

The OBR seeks to maximize value for money across spending on staffing, accommodation and other costs. For example, as a small organization, we make use of centrally negotiated government contracts wherever possible.

We routinely publish all expenditure over £500 to a single supplier, and the travel and expenses of the Budget Responsibility Committee, on our website at <http://budgetresponsibility.org.uk/topics/governance-and-reporting/>. All expenditure is recorded in our *Annual report and accounts*, which are audited by the National Audit Office.

The breakdown for the expenditure set out above is as follows:

2015	AMOUNT	SUPPLIER NAME
January	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	798.00	www.qa.Com (training)
	35.00	www.ico.gov.uk
	14.34	Marks & Spencer
February	166.00	Banner Business Services
	21.78	Banner Business Services
	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	9.58	Vistaprint.Uk
March	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	358.98	Amazon (TV)
	23.89	Amazon (General Office Items)
	6.40	Post Office
	145.50	tvlicensing.co.uk
April	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	9.58	Vistaprint.Uk
May	13.17	Sainsbury's
	152.60	Marksandspencer.co.uk
	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	38.20	Banner Business Services
June	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	250.80	Civil Service Learning
	13.60	Amazon (General Office Items)
	59.06	Banner Business Services
	13.37	Amazon (General Office Items)
July	134.00	www.insidehousing.co.uk
	3.30	Waitrose
	39.79	Marksandspencer.co.uk
	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	90.00	Society Of Business Economists
August	90.00	Society Of Business Economists
	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	139.00	Banner Business Services
	10.22	Banner Business Services
	4.80	Banner Business Services
	1,782.00	Acuity Training Ltd
September	363.60	Civil Service Learning
	26.00	Times Newspapers Ltd
	276.00	Society Of Business Economists
	26.00	Times Newspapers Ltd

	64.80	Civil Service Learning
October	7.25	Post Office
	81.59	Marksandspencer.co.uk
	37.08	Marksandspencer.co.uk
	26.00	Times Newspapers Ltd
	26.00	Times Newspapers Ltd
	420.00	EB Workshops Are Beautiful (training)
	19.65	Amazon (General Office Items)
	37.75	Banner Business Services
	255.60	Civil Service Learning
November	25.69	Banner business services
	17.99	Amazon (General Office Items)
	26.00	surveymonkey.com
	15.34	Banner business services
	26.00	Times newspapers ltd
	249.00	EMAP ltd subscriptions (Local Government Chronicle)
	26.00	Times newspapers ltd
December	188.40	Civil service learning
	26.00	surveymonkey.com
	35.00	www.ico.gov.uk
	588.00	Happy computers ltd (training)
	26.00	Times newspapers ltd

2016	AMOUNT	SUPPLIER NAME
January	26.00	Times newspapers ltd
	26.00	Surveymonkey.com
	37.29	Marksandspencer.co.UK
	77.27	Banner business services
	26.00	Times newspapers ltd
February	26.00	Times newspapers ltd
	1680.00	EML learning
	145.50	TV licensing
	44.20	Post office counter
	31.75	Banner business services
	21.19	Banner business services
	26.00	Times newspapers ltd
March	26.00	Times newspapers ltd
	128.07	Colourgraphics.com
	42.38	Banner business services
	230.00	ONS
	26.00	Times newspapers ltd
	360.24	Banner business services
April	31.30	Banner business services
	26.00	Times newspapers ltd
	20.53	Banner business services

	525.00	Birkbeck college
	37.24	RC training
	24.34	Policy press at UOB
	48.00	Institute of fiscal studies
	29.04	Marks & Spencer
	26.00	Times newspapers Ltd
May	26.00	Times newspapers Ltd
	495.55	NLA media access Ltd
	19.80	Banner business services
	154.00	www.insidehousing.co.uk
	43.53	Banner business services
	409.20	Civil service learning
	95.00	Society of business economists
	95.00	Society of business economists
	1710.00	Timberlake consulting (training)
	20.76	Post Office
	43.78	Marksandspencer.co.uk
	9.94	Banner business services
	26.00	Times newspapers Ltd
June	26.00	Times newspapers Ltd
	1710.00	Timberlake consult (training)
	594.00	Acuity training Ltd
	94.78	Marksandspencer.co.UK
	500.00	Econjobs.com
	26.00	Times newspapers Ltd
July	26.00	Times newspapers Ltd
	206.40	Civil service learning
	1026.00	Timberlake Consultants (Training)
	1920.00	LSR training and development
	40.47	Banner business services
	1920.00	LSR training and development
	1920.00	LSR training and development
	2.28	Banner business services
	26.00	Times newspapers Ltd
August	26.00	Times newspapers Ltd
	63.58	Banner business services
	46.20	Banner business services
	26.00	Times newspapers Ltd
	894.00	EML learning
September	260.00	Post office counter
	26.00	Times newspapers Ltd
	14.38	Vistaprint.uk

	3.90	Waitrose
	6.98	Senator Development
	20.99	Amazon (General Office Items)
	23.94	Amazon (General Office Items)
	23.76	Amazon (General Office Items)
	10.99	Amazon UK (General Office Items)
	10.94	Amazon UK Marketplace (General Office Items)
	12.18	Cut keys direct
	9.07	Banner business services
	26.00	Times newspapers ltd
October	26.00	Times newspapers ltd
	894.00	EML learning
	894.00	EML learning
	10.99	Amazon UK (General Office Items)
	52.15	BANNER BUSINESS SERVIC
	418.01	Lenovo
	14.38	Vistaprint.uk
	59.94	Amazon (General Office Items)
	26.00	Times newspapers ltd
	4.48	Amazon (General Office Items)
November	26.00	Times newspapers ltd
	1799.00	Microsoft store
	26.00	Surveymonkey.com
	64.99	Microsoft store
	249.00	EMAP ltd subscriptions (Local Government Chronicle)
	28.48	www.staples.co.uk
	26.00	Times newspapers ltd
December	26.00	Times newspapers ltd
	26.00	Surveymonkey.com
	209.00	Lenovo
	35.00	www.ico.gov.uk
	26.00	Times newspapers ltd

2017	AMOUNT	SUPPLIER NAME
January	594.00	Acuity training ltd
	26.00	Times newspapers ltd
	26.00	Surveymonkey.com
	26.00	Times newspapers ltd
February	43.66	Banner business services
	145.50	Tvlicensing.co.uk
	26.00	Times newspapers ltd

If you have any other queries about this letter, please contact OBR enquiries at obr.enquiries@obr.gsi.gov.uk.

Yours sincerely

Freedom of Information Unit
Office for Budget Responsibility

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Your right to complain under the Freedom of Information Act 2000

If you are not happy with this reply, you may request a review by writing to OBR Enquiries, Office for Budget Responsibility, 14T, 102 Petty France, London SW1H 9AJ or by email to obr.enquiries@obr.gsi.gov.uk.

Any review request must be made within 2 months of the date of this letter. It would assist our review if you set out which aspects of the reply concern you and why you are dissatisfied.

If you are not content with the outcome your complaint, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the OBR. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

