



Ref: FOIA Reference 2021/22-041

Date: 11th May 2021

Email foi@uhnm.nhs.uk

Dear

I am writing to acknowledge receipt of your email dated 21st April 2021 (sent to our communications team) requesting information under the Freedom of Information Act (2000) regarding Contract Register.

On our acknowledgment we advised you that in order to receive a prompt response that the [FOI@uhnm.uk](mailto:foi@uhnm.uk) email should be used, as previously advised on your FOI requests referenced 059-2021 and 329-2021.

As of 1st November 2014 University Hospitals of North Midlands NHS Trust (UHNM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

Q1 I want to submit a request for some information from the organisation, in relation to their contract's register.

The contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

1. **Contract Reference**
2. **Contract Title**
3. **Procurement Category**
4. **Supplier Name**
5. **Spend (Total or Annual)**
6. **Contract Duration**
7. **Contract Extensions**
8. **Contract Starting Date**
9. **Expiration Date**
10. **Contract Description [Please provide me with as much detail as possible.]**
11. **Contact Owner (Full contact details if possible.)**
12. **CPV codes/ProClass**

IMPORTANT

1. For those organisations planning to make an exemption around spend, the spend information I have requested is an overall figure and I am not requesting a complete breakdown of services relating to the spend.

2. If the organisation has a CRM system or a similar system there should be a facility to download and extract contract data.

3. You may forward me a Web link to a portal to download the contract register, please make sure all of the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all of their contracts.

Please do not think that this is the only information I require if you could provide me with more information that would be great.

Contract Data/API Contact Details

13. Can you also provide me with contact details of the person responsible for the actual contract's register or someone responsible for API? [Name, Job Title, Telephone, Email Address] At the very least provide me with their actual job title.

(Meaning of API "a set of functions and procedures that allow the creation of applications which access the features or data of an operating system, application, or other service.")

You may have received the same request in the past. I am seeking the latest contract register which is not available in organisations website. Hence I am sending this request again.

Please provide me with the contract's register file in an excel format.

A1 Please find attached a copy of all the live contracts for the UHNM which includes the Royal Stoke site and County Hospital

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

UHNM NHS Trust is a public sector body and governed by EU law. FOI requestors should note that any new Trust requirements over the EU threshold will be subject to these regulations and will be advertised for open competition accordingly.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

If following review of the responses I can be of any further assistance please contact my secretary on 01782 671612.

Yours,



Jean Lehnert
Data, Security & Protection Manager