



Ref: FOIA Reference 2019/20-122

Royal Stoke University Hospital
Quality, Safety and Compliance Department
Newcastle Road
Stoke-on-Trent
Staffordshire
ST4 6QG

Date: 5th June 2019

Email foi@uhn.nhs.uk

Dear

I am writing in response to your email dated 3rd June 2019 sent to our communications team requesting information under the Freedom of Information Act (2000) regarding the Contract Register.

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**
13. **Contract Reference**

IMPORTANT

1. For those organisation planning to make an exemption, 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 or Contract system or a similar system there should be a facility to download and extract contract data.
3. You may forward me a Weblink 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.

A1 Please refer the attached spread sheet

Q2 Contract Data/API Contact Details

14. 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.")

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

A2 Please refer the attached spread sheet

*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.

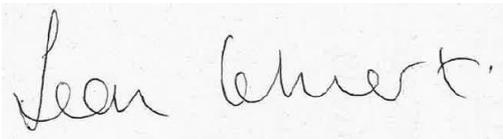
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and 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 676474.

Yours,



Jean Lehnert
Information Governance Manager