

Information Governance

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4 November 2021

Our reference: FOI DA3963

I am responding to your request for information received 7 October 2021, which you clarified on 18 October 2021. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,



Keshia Harvey
Information Governance Manager

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

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

Tel: 0303 123 1113
Web: www.ico.org.uk

Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention

Chair: Mark Lam

Chief Executive: Paul Calaminus

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Request:

Afternoon Data/FOI Officer,

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

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

- 1. Contract Reference -Unique reference number associated with the contract.**
- 2. Contract Title**
- 3. Procurement Category –Please state the category name of the contract, I wish to know the category the contract is under.**
- 4. Supplier Name**
- 5. Spend (Total, Annual or contract value)**
- 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/Pro-Class**
- 13. Contract Data/API Contact Details**

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.”)

IMPORTANT

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

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

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.

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

Clarification

Hi,

Chair: Mark Lam

Chief Executive: Paul Calaminus

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For “procurement category” here are some examples of procurement category:

- **Energy and Water.**
- **Chemicals.**
- **Construction and Engineering.**
- **Facilities.**
- **Financial Services.**
- **IT and Telecoms.**

For Contact Owner, does this mean the contract manager responsible for said contract or something else? I require the details of the person responsible for the contract register.

Answer: Please find attached the Trust’s contracts register.

Dr Mohit Venkataram, Executive Commercial Director is responsible for the contracts register.

Please note that CPV codes were not included as we do not hold this information in our register.