



East London

NHS Foundation Trust

Information Governance

Robert Dolan House

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London

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Website: <https://www.elft.nhs.uk>

10 December 2024

Our reference: FOI DA5754

I am responding to your request for information received 28 November 2024. This has been treated as a request under the Freedom of Information Act 2000.

When an organisation receives a request for information under the Freedom of Information Act, it is allowed under the Act to apply a blanket exemption to this where it has concluded that providing a response would take in excess of eighteen hours.

When the cost of compliance and extracting information would exceed eighteen hours, a cost limit of £450 can be applied. This is explained in Section 12 of the Freedom of Information Act 2000 and is based on a rate of £25 per hour, regardless of the rate of pay of any individual involved in the retrieval of requested information, and equates to eighteen hours work.

Having reviewed your request, the Trust has noted that it would not be able to provide all the information requested within the eighteen hours specified in the Freedom of Information Act 2000. However, in this instance and to assist you, we have provided a partial response to your request as per below.

In order to assist you with your request, I have advised below the timing each question would take to help you to refine your request. If you wish to refine your request to comply with the eighteen hour time limit, please do get in touch.

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,

Information Rights Coordinator



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Chair: Eileen Taylor

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



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Request: I am writing to submit a Freedom of Information request for information related to the organisation's contracts register, procurement strategy document, and contact details. Please find the detailed requests below:

Question 1: **Contract Register Request:** I am seeking the full and entirety of the organisation's contract register or database. The register should include the following columns/headings or something similar:

- a) **Contract Title:** The title of the contract, e.g., "IT Services Contract".
- b) **Supplier Name:** The name of the organisation providing the goods or services.
- c) **Estimated Spend (Total or Annual):** [Radio Button] Whether the estimated spend is for the entire contract period or annually.
- d) **Contract Duration:** The initial term of the contract in months.
- e) **Total Contract Period:** The total duration of the contract, including any potential extensions.
- f) **Contract Extensions:** The number of months for any potential extensions.
- g) **Contract Start Date:** The date the contract officially begins.
- h) **Contract Expiry Date:** The date the initial contract period ends.
- i) **Contract Review Date:** The date on which the contract should be reviewed for renewal or extension.
- j) **Contract Description:** A detailed description of the contract, this could include the purpose, scope, and key terms and conditions.
- k) **Contact Owner:** The name, job title, main contact number, and email address of the individual responsible for the contract.
- l) **Contract Notes:** Any additional relevant information, such as specific terms and conditions, risk assessments, or performance metrics.
- m) **Department:** The department within your organisation that the contract is associated with.
- n) **Contract Award Date:** The date the contract was awarded.
- o) **Participating Organisations:** Other organisations involved in the procurement process.
- p) **Procurement Category:** The category of the procurement, e.g., IT, Facilities, or Professional Services. [I will send you a list of categories]
- q) **Framework Reference:** The reference number of procurement framework.
- r) **Central Purchasing Body:** The organisation responsible for the overall procurement.
- s) **Tender Reference:** The reference number of the tender notice.
- t) **CPV Codes/Pro-Class/eClass:** Standard classification codes used to categorise public procurement. [Radio Button] On select they should be able to select the classes.

If any of the headings within your contract register has not been provided, please state this within your response.

Answer: The Trust has reviewed question 1a-1t of your request for information under the Freedom of Information Act (FOI) 2000.

Section 12(1) of the Freedom of Information Act 2000 states:
Section 12(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit

The Trust has reviewed your request for information and in order to collate this information, it would be necessary to review each contract held by the Trust **this is** estimated to take **over 18 hours** to collate.



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However, the Trust is providing a partial response of information that is available. Please see Appendix 1 attached.

Question 2: Procurement Strategy Document Request:

Can the organisation provide a full version of their Procurement Strategy for the fiscal year 2024-2025?

If the Procurement Strategy is a strategic direction (2022-2025) instead of an annual plan, please provide an update document for 2023-2024. If an update cannot be provided, please provide information on when an update is planned to be published.

We require the full document. If any parts of this document have been removed, please state this within your response.

Answer: The Trust has reviewed question 2 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

*Any person making a request for information to a public authority is entitled—
(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
(b) if that is the case, to have that information communicated to them.*

East London NHS Foundation Trust does not have a procurement strategy as requested. All departments use the Trust Strategy as the guiding principle. The Trust is therefore unable to provide a response.

Question 3: Contact Details Request:

Provide contact details of the person responsible for API or data sharing, including [Name, Job Title, Telephone, Email Address].

Answer: Philippa Graves, Chief Digital Officer.
Tel: 020 7655 4000
Email: Philippa.graves1@nhs.net

Provide contact details of the person responsible for the actual contract's register, including [Name, Job Title, Telephone, Email Address].

Answer: Kevin Curnow, Chief Finance Officer
Tel: 020 7655 4000
Email: kevincurnow@nhs.net



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