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[redacted]

Ref No: **FOI 25_121**

16 July 2025

Dear [redacted]

Thank you for your email of 18 June 2025 which contained your request for information. The Government Legal Department ("GLD") have processed your request for information under the Freedom of Information Act 2000 ("the Act").

Request

I hope this message finds you well. I am submitting a Freedom of Information request in relation to your organisation's contract register, procurement strategy, and key contact information.

1. *Contract Register*

Please provide a complete and current extract of your organisation's contract register or equivalent database. We are not asking you to compile new information or manually populate missing fields – we simply request the register in its existing form, preferably in Excel or CSV format.
Where available, we are particularly interested in the following fields (though this is not a strict requirement):

- *Contract Title*
- *Supplier Name*
- *Estimated Spend (Total or Annual)*
- *Contract Duration and Total Period (including extensions)*
- *Contract Start and Expiry Dates*
- *Review Date*
- *Contract Description*
- *Contract Owner (Name, Job Title, Contact Details if available)*
- *Contract Notes*
- *Managing Department*
- *Award Date*
- *Participating Organisations*
- *Procurement Category*
- *Framework or Tender References*
- *Central Purchasing Body*
- *Classification Codes (CPV, Pro-Class, etc.)*

Please don't spend time populating these fields if they aren't readily available – we welcome receiving the raw register as it exists in your system.

2. *Total Number of Active Contracts*

Please confirm the total number of contracts currently listed as active.

3. *Procurement Strategy (2025/2026)*

Please provide your organisation's Procurement Strategy for 2025/2026.

- *If this is part of a multi-year strategy (e.g., 2024–2028), please provide the most recent version covering 2025/2026 or indicate when this will be available.*
- *If any parts are redacted, please identify the redacted sections and the reason.*

4. *Contact Information*

If possible, please provide the name, job title, phone number, and email address for the following roles:

- *Responsible officer for API access or data sharing (if applicable)*
- *Individual managing the contract register*
- *Finance Director*
- *Head/Director of Procurement or Purchasing*
- *Head/Director of ICT*
- *Head of Estates and Facilities*
- *Relevant Committee Member, Councillor, or Board Member for Procurement/Finance*

If direct contact details are restricted due to GDPR, please indicate the best department or method of contact.

5. *Additional Notes*

- *If your contract register is available via an online portal, please ensure all records are accessible (as some portals may only show summary data).*
- *If your organisation uses a contract management system or CRM, please confirm whether it allows for data exports.*
- *If you intend to withhold spend figures, please note that we are requesting an overall total or indicative spend only – not a line-by-line financial breakdown.*

Response

Pursuant to Section 1(1)(a) of the Act, GLD informs you that it holds the information you have requested although GLD considers the information to be exempt under section 21 of the FOIA, where the Information requested is reasonably accessible to the applicant by other means. Details of GLD contracts over £10,000 can be found on the Contracts Finder area of Gov.uk (https://www.gov.uk/contracts-finder). 104 contracts are active.

In response to your request for 'Procurement Strategy Plan', GLD does not hold a document covering this, but our general procurement approach is to make use where possible of Crown Commercial Service frameworks.

GLD is withholding from disclosure names and direct contacts for Contract Register in accordance with the exemption in section 40(2)(a) of FOIA. GLD can be contacted by email: thetreasurysolicitor@governmentlegal.gov.uk

Your Rights

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original correspondence. Please use the contact details provided at the top of this letter in order to request an internal review relating to your original request.

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
www.ICO.org.uk

Yours sincerely,

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