

Date: **14 January 2019**

Our reference: **FOIRQ5260**

Dear Sir/Madam,

Thank you for your request for information processed under the Freedom of Information Act 2000. Please see our response to your requests for information below:

Your Request

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 organisation 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 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.

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.")*

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

Our Response

Great Ormond Street Hospital for Children NHS Foundation Trust (the 'Trust') is a single site, specialist tertiary paediatric trust. The Trust is currently reviewing their contracts register, which is under reconstruction with a new system being purchased. We do not hold the information in the format you have listed under the specific headings. The level of detail you have requested has been estimated to take in excess of the 18 hour cost limit stipulated for processing a request for information under Section 12 of the Freedom of Information Act 2000. Please see note below**

Please note: **The information you have requested is held within an excel spreadsheet containing over a thousand rows of data, including several sheets of data and filters holding a large amount of information. The level of work involved and time calculated to search through a quarter of the information has already taken one member of staff a minimum of 3 working days to search through the spreadsheet to see whether any relevant information can be located and extracted as a sampling exercise; which excludes other work involved in processing your request for information; which has required more than one member of staff to conduct other searches to identify, locate and extract any relevant information requested.

Even to pull the information together within the cost limit, it would have also been necessary to review the commercial interests relating to both the Trust and third party organisations, such as, considering whether disclosure would be likely to prejudice the commercial interests of any person, including the public authority (the "Trust") holding it. The Trust needs to respect third party commercially sensitive information leading up to the tendering process relating to forthcoming and future tendering in the competitive market of procurement.

The Trust acknowledges that disclosure of information would demonstrate a willingness to be transparent and possible costs sustained by the Trust as a publicly funded body. However, we do believe in maintaining fairness of the tender process where disclosure of providing a breakdown of costs requested could, potentially, lead to the public from benefiting in the competitive market place. Your request is therefore exempt under Section 12 (Cost) although some of the information we identified from the sampling exercise was considered to be commercially sensitive and would have required a public interest test on disclosure under Section 43(2) (Prejudice to Commercial Interests) of the FOIA.

Section 12(1) of the FOIA allows the Trust to refuse a request where the cost of compliance is estimated to exceed the appropriate limit. The appropriate limit for Section 12 purposes is defined by The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulation 2004 - SI 2004 No. 3244 ('Fees Regulation').

Under regulation 3 of the Fees Regulation the appropriate cost limit for the Trust is £450. The Fees Regulation also states that all authorities should calculate the time spent on the permitted activities at the flat rate of £25 per person, per hour. This means that the appropriate limit will be exceeded, if it would require more than 18 hours' work for the Trust to carry out the following activities in complying with the request:

- determining whether the information is held
- locating the information, or a document containing it;
- retrieving the information, or a document containing it; and
- extracting the information from a document containing it.

Please note:

The information we have provided under the Freedom of Information Act 2000 is the information held on the date your request was received by the Trust.

We hope the information provided is sufficient and helpful in answering your questions or any issues or concerns. Should you have any further queries in relation to this request, please do not hesitate to contact the FOI Team and quote the above reference number on any related correspondence.

Re-use of information

The information provided is Trust copyright. You may re-use this Great Ormond Street Hospital for Children NHS Foundation Trust copyright information in accordance with the Open Government Licence:

<http://www.nationalarchives.gov.uk/doc/open-government-licence/version/2/>

(Please note that re-use of personal data is not allowed under this license.)

For information which is not Great Ormond Street Hospital for Children NHS Foundation Trust copyright, e.g. external websites, please contact the named party directly.

Yours sincerely

Freedom of Information team

Great Ormond Street Hospital for Children NHS Foundation Trust

Email: foiteam@gosh.nhs.uk

[Enclosed – Your rights – see next page]

Your Rights

Should you have any questions relating to the response you have received to your request for information, please do not hesitate to contact the FOI Team. Alternatively, you are entitled to make a request for an internal review within two months from the date of receiving our final response to your original request. You can also write to the Head of Quality & Safety at the following address:

Quality & Safety team
Great Ormond Street Hospital
LONDON
WC1N 3JH

If, however, you remain dissatisfied with the outcome of the internal review then you have the right to appeal to the Information Commissioner as the final stage of the FOI process. You can contact the Information Commissioner's Office at the following address:

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

Telephone: 0303 123 1113
Fax: 01625 524510