



Kent and Medway
NHS and Social Care Partnership Trust

Information Governance & Records Management Department

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Sent via email

Dear [REDACTED]

Request for Information

I write further to your request FOI ID 46720 under the Freedom of Information Act 2000 regarding: -

Contracts Register, Procurement Strategy 2024/25, contact details for API/Data Sharing and Contracts Register

Your request is set out below:

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:

- **Contract Title:** The title of the contract, e.g., "IT Services Contract".
- **Supplier Name:** The name of the organisation providing the goods or services.
- **Estimated Spend (Total or Annual):** [Radio Button] Whether the estimated spend is for the entire contract period or annually.
- **Contract Duration:** The initial term of the contract in months.
- **Total Contract Period:** The total duration of the contract, including any potential extensions.
- **Contract Extensions:** The number of months for any potential extensions.
- **Contract Start Date:** The date the contract officially begins.
- **Contract Expiry Date:** The date the initial contract period ends.
- **Contract Review Date:** The date on which the contract should be reviewed for renewal or extension.
- **Contract Description:** A detailed description of the contract, this could include the purpose, scope, and key terms and conditions.

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Trust Chair – Dr Jackie Craissati
Chief Executive – Sheila Stenson

- **Contact Owner:** The name, job title, main contact number, and email address of the individual responsible for the contract.
- **Contract Notes:** Any additional relevant information, such as specific terms and conditions, risk assessments, or performance metrics.
- **Department:** The department within your organisation that the contract is associated with.
- **Contract Award Date:** The date the contract was awarded.
- **Participating Organisations:** Other organisations involved in the procurement process.
- **Procurement Category:** The category of the procurement, e.g., IT, Facilities, or Professional Services. [I will send you a list of categories]
- **Framework Reference:** The reference number of procurement framework.
- **Central Purchasing Body:** The organisation responsible for the overall procurement.
- **Tender Reference:** The reference number of the tender notice.
- **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.

The Trust publish its contract register on the website via the following link - [KMPT | Contracts Register](#) If following review you have any specific questions please let us know.

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.

The Kent and Medway NHS and Social Care Partnership Trust do not have a specific Procurement Strategy for 2024/25, as the 2020-2022 strategy was extended. A new strategy will be available from April 2025 onwards. We have included a copy of the 2020-2022 strategy for your reference.

3. Contact Details Request:

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

Claire Hursell – Director of Digital and Performance, person responsible for API
 Leanne McDougall – Data Protection Officer, person responsible for Data Sharing

In order to ensure that staff are able to fully meet their organisational public duties, personal contact details for individuals are exempt from release under section 36 (conduct of public affairs) Freedom of Information Act 2000, and both the public interest test, and prejudice test enable the organisation to engage this exemption in this instance. For further information about how to contact the organisation please see our website at <https://www.kmpt.nhs.uk/contact-us/>

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

Jo Newton-Smith – Associate Director of Procurement

In order to ensure that staff are able to fully meet their organisational public duties, personal contact details for individuals are exempt from release under section 36 (conduct of public affairs) Freedom of Information Act 2000, and both the public interest test, and prejudice test enable the organisation to engage this exemption in this instance. For further information about how to contact the organisation please see our website at <https://www.kmpt.nhs.uk/contact-us/>

I confirm that the information above completes your request under the Freedom of Information Act 2000. I am also pleased to confirm that no charge will be made for this request.

If you have any questions or concerns or are unhappy with the response provided or the service you have received you can write to the Head of Information Governance at the address on top of this letter. If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision.

Yours Sincerely

On Behalf of
The Information Governance Department