

Freedom of Information Request

Ref: 25-481

2 July 2025

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

- We can confirm that we do hold the information you are requesting

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.

Please see the attached document.

2. Total Number of Active Contracts

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

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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.**

We do not hold this information. The Procurement service is hosted by North Bristol NHS Trust. Please contact FOIArequests@nbt.nhs.uk for further information.

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)** – We do not have this role.

- **Individual managing the contract register** Philip Lewis, Director of Procurement, Philip.lewis@nbt.nhs.uk

- **Finance Director** – Neil Kemsley, Chief Financial Officer, neil.kemsley@uhbw.nhs.uk

- **Head/Director of Procurement or Purchasing** - Philip Lewis, Director of Procurement, Philip.lewis@nbt.nhs.uk

- **Head/Director of ICT** – Neil Darvill, Joint Chief Digital Officer, neil.darvill@uhbw.nhs.uk

- **Head of Estates and Facilities** – Andrew Jeanes, Director of Facilities and Estates, Andy.Jeanes@uhbw.nhs.uk

- **Relevant Committee Member, Councillor, or Board Member for Procurement/Finance** - Philip Lewis, Director of Procurement, Philip.lewis@nbt.nhs.uk

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.**

Format and Delivery

We would appreciate receiving the information in electronic format, ideally as Excel or CSV, within the statutory FOI response period.

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, 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 letter and should be addressed to:

Data Protection Officer
University Hospitals Bristol and Weston NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

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

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

Freedom of Information Team
University Hospitals Bristol and Weston NHS Foundation Trust