

24 February 2022

## **Belfast Trust Contracts Register**

I would like to submit a request for some information from the organisation, in relation to their contract's register.

The FULL contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

1. **Contract Reference -Unique reference number associated with the contract.**
2. **Contract Title**
3. **Procurement Category –Please state the category name of the contract, I wish to know the category the contract is under.**
4. **Supplier Name**
5. **Spend (Total, Annual or contract value)**
6. **Contract's Duration**
7. **Contract's Extensions**
8. **Contract's Start Date**
9. **Contract's Expiry Date**
10. **Contract Description [Please provide me with as much detail as possible.]**
11. **Contact Owner (Person that manages the contract register)**
12. **CPV codes/Pro-Class**

### **Contract Data/API Contact Details**

1. **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.**

Belfast Trust does not have a centrally held Contracts Register. There are numerous contracts within Belfast Trust but this information is not centrally held and would take considerable time to collate, beyond the 18-hour limit as set out in the Freedom of Information Act. There would be a lot of manual work involved in order to link with all Trust departments to put together a register of all contracts in response to this FOI request.

The Trust considers that the cost of retrieving the information would be above the 'Appropriate Limit', as defined by the Freedom of Information Act 2000 under Section 12. Section 12 of the Freedom of Information Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the appropriate limit. The limit has been specified as £450 for public authorities such as Belfast Trust. This represents the cost of one or more persons spending 18 hours in determining whether we hold the information, locating, retrieving and extracting this information.

**24 February 2022**

To enable us to provide you with a response, you may wish to refine your request by listing the type of contract for which you require information, e.g. ICT, building, agency staffing, health and social care services etc. In addition to those mentioned, there will also be contracts for general goods and services across Belfast Trust, which have been procured by the Business Services Organisation (BSO) Procurement and Logistics Service (PaLS), both for the Trust locally or via regional contracts and the numbers of those would be substantial

The Procurement and Logistics Service (commonly known as BSO PaLs) is the sole provider of professional procurement and logistics services to Health and Social Care organisations. BSO PaLs is the key holder of this information for the health and social care sector in Northern Ireland. You may wish to send your request to BSO PaLs, email address is: [foi.bso@hscni.net](mailto:foi.bso@hscni.net).

There are a range of staff responsible for contracts within Belfast Trust.