



5 August 2025

Email:

Dear

**FREEDOM OF INFORMATION REQUEST**

**Request No:** 42816-25  
**Subject:** Contract Register  
**Date Received:** 11/06/2025  
**Date of Monitoring:** 12/06/2025

Thank you for your request for information received on 11<sup>th</sup> June 2025 which was dealt with under the terms of the Freedom of Information Act 2000. Northern Ireland Ambulance Service (NIAS) Health and Social Care Trust has now completed its search for the information you requested and that is detailed below.

FOI QUESTION(S)	ANSWER(S)
<p><b>1. Contract Register</b></p> <p>Please provide a <b>complete and current extract</b> of your organisation’s <b>contract register</b> or equivalent database. We are not asking you to compile new information or manually populate missing fields – we simply request the register in its <b>existing form</b>, preferably in <b>Excel or CSV format</b>. Where available, we are particularly interested in the following fields (though this is not a strict requirement):</p> <ul style="list-style-type: none"> <li>• Contract Title</li> <li>• Supplier Name</li> <li>• Estimated Spend (Total or Annual)</li> <li>• Contract Duration and Total Period (including extensions)</li> <li>• Contract Start and Expiry Dates</li> <li>• Review Date</li> <li>• Contract Description</li> <li>• Contract Owner (Name, Job Title, Contact Details if available)</li> <li>• Contract Notes</li> <li>• Managing Department</li> <li>• Award Date</li> </ul>	<p>The Trust is currently developing a centralised record of all contracts across the Trust.</p> <p>All of the contracts used by the Trust are procured through a Centre of Procurement Expertise (CoPE), which for Health and Social Care Trust’s is the Business Services Organisation's (BSO), Procurement and Logistics Service (PaLS). Contracts are awarded on local, regional and national levels and BSO also utilises contracts through the Department of Finance's Construction &amp; Procurement Delivery (CPD), as well as the government's Crown Commercial Service.</p> <p>We have attached an Excel document which details the current information held centrally at this time. As already mentioned, work is ongoing in this area to improve records within the Trust and regionally in PaLS. This attached Excel document does not contain all the</p>



<ul style="list-style-type: none"> <li>• Participating Organisations</li> <li>• Procurement Category</li> <li>• Framework or Tender References</li> <li>• Central Purchasing Body</li> <li>• Classification Codes (CPV, Pro-Class, etc.)</li> </ul> <p>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.</p>	<p>information that you have requested as it is not held centrally at this time (summary detailed attached).</p> <p>Due to the multiplicity of contracts that can be available, the fact that one supplier may have more than one live contract and the current level of system reporting, the spend may include all expenditure against that supplier rather than just the specific contract.</p> <p>I would further advise that information in respect of Regional contracts across the Health Service can be sourced via the Business Services Organisation at <a href="mailto:Foi.bso@hscni.net">Foi.bso@hscni.net</a> or by post:</p> <p>Corporate Services Department, Business Services Organisation, 2 Franklin Street, Belfast, BT2 8DQ.</p>
<p><b>2. Total Number of Active Contracts</b></p> <p>Please confirm the total number of contracts currently listed as active.</p>	<p>The total number of active contracts is 164 as per Excel document outlined in response to Question 1.</p>
<p><b>3. Procurement Strategy (2025/2026)</b></p> <p>Please provide your organisation's Procurement Strategy for 2025/2026.</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• If any parts are redacted, please identify the redacted sections and the reason.</li> </ul>	<p>The Trust does not have a documented procurement strategy plan. However as advised in the response to Question 1, all of the contracts used by the Trust are procured through a Centre of Procurement Expertise (CoPE), which for Health and Social Care Trust's is the Business Services Organisation's (BSO), Procurement and Logistics Service (PaLS). Contracts are awarded on local, regional and national levels and BSO also utilises contracts through the Department of Finance's Construction &amp; Procurement Delivery (CPD), as well as the government's Crown Commercial Service.</p>

<p><b>4. Contact Information</b></p> <p>If possible, please provide the name, job title, phone number, and email address for the following roles:</p> <ul style="list-style-type: none"> <li>• Responsible officer for API access or data sharing (if applicable)</li> <li>• Individual managing the contract register</li> <li>• Finance Director</li> <li>• Head/Director of Procurement or Purchasing</li> <li>• Head/Director of ICT</li> <li>• Head of Estates and Facilities</li> <li>• Relevant Committee Member, Councillor, or Board Member for Procurement/Finance</li> </ul> <p>* If direct contact details are restricted due to GDPR, please indicate the best department or method of contact.</p>	<p>Please contact NIAS staff via NIAS Reception using the telephone method of contact on telephone number 02890 400999.</p>
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I hope the above fully assists you.

Please note that, under the Re-use of Public Sector Information Regulations, if you wish to publish or otherwise use this information besides for your own means, you will need to seek our permission to do so.

If you are dissatisfied in any way with the handling of your request, you have the right to request a review. You should do this as soon as possible, or in any case within two months of the date of issue of this letter.

In the event that you require a review to be undertaken, you can do so by writing to the Director of Planning, Performance and Corporate Services, Northern Ireland Ambulance Service (NIAS) HSC Trust, Site 30, Knockbracken Healthcare Park, Saintfield Road, Belfast, BT8 8SG.

If following an internal review, carried out by an independent decision maker, you remain dissatisfied in any way with the handling of the request, you may make a complaint under Section 50 of the Freedom of Information Act, to the Information Commissioner's Office and ask that they investigate whether the Trust has complied with the terms of the Freedom of Information Act.

You can write to the Information Commissioner at:

**Email:** [ni@ico.org.uk](mailto:ni@ico.org.uk)

**Website:** [ICO Website](#)

**Post:** Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, CHESHIRE SK9 5AF

**Telephone:** 028 9027 8757 or 0303 123 1114 (Belfast based Office)

In most circumstances the Information Commissioner will not investigate a complaint unless an internal review procedure has been carried out. However the Commissioner has the option to investigate the matter at his discretion.

Please be advised that NIAS replies under Freedom of Information may be released into the public domain via our website @ <https://nias.hscni.net> Personal details in respect of your request will have, where applicable, been removed to protect confidentiality.

Yours sincerely

*(not signed – issued by email)*

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**Information Governance Team**

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