

Trust Headquarters  
Russells Hall Hospital  
Dudley  
West Midlands  
DY1 2HQ

**Ref:** FOI-062025-0001676

**Date:** 24.6.25

**Address / Email:**

Dear

**Request Under Freedom of Information Act 2000**

Thank you for requesting information under the Freedom of Information Act 2000.

**1. Contract Register** - See attached spreadsheet, for a copy of the spreadsheet please contact [dqft.foi@nhs.net](mailto:dqft.foi@nhs.net) quoting the FOI reference listed above

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 Reference  
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.**

**2. Total Number of Active Contracts**

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

**3. Procurement Strategy (2025/2026) – This is currently under review and not yet available.**

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.

#### 4. Contact Information

If possible, please provide the name, job title, phone number, and email address for the following roles:

Main switchboard number 01384 456111

Responsible officer for API access or data sharing (if applicable) Karen Hale, IT Operations Director, [karen.hale1@nhs.net](mailto:karen.hale1@nhs.net)

Individual managing the contract register Procurement Senior Category Managers: Kirk Johnson – [kirk.johnson1@nhs.net](mailto:kirk.johnson1@nhs.net) / Claire Parsons – [claire.parons14@nhs.net](mailto:claire.parons14@nhs.net) / Lorna Caines – [lorna.caines@nhs.net](mailto:lorna.caines@nhs.net)

Finance Director Chris Walker, [chris.walker1@nhs.net](mailto:chris.walker1@nhs.net)

Head/Director of Procurement or Purchasing Mike Hanson, Director of Procurement & Logistics, [mike.hanson@nhs.net](mailto:mike.hanson@nhs.net) / Paul Mellor, Deputy Director of Procurement & Logistics, [paul.mellor1@nhs.net](mailto:paul.mellor1@nhs.net) / Jane Ashmore-Hall, Head of Operational Procurement, [jane.ashmore-hall@nhs.net](mailto:jane.ashmore-hall@nhs.net)

Head/Director of ICT Adam Thomas, Group Chief Strategy and Digital Officer, [adam.thomas1@nhs.net](mailto:adam.thomas1@nhs.net) / Ravinder Sahota-Thandi, Operational Chief Information Officer, [Ravinder.sahota-thandi@nhs.net](mailto:Ravinder.sahota-thandi@nhs.net)

Head of Estates and Facilities Nigel Ford, [nigel.ford11@nhs.net](mailto:nigel.ford11@nhs.net)

Relevant Committee Member, Councillor, or Board Member for Procurement/Finance - Finance Director Chris Walker, [chris.walker1@nhs.net](mailto:chris.walker1@nhs.net)

*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.

If you are dissatisfied with our response, you have the right to appeal in line with guidance from the Information Commissioner. In the first instance you may contact the Information Governance Manager of the Trust.

Information Governance Manager  
Trust Headquarters  
Russell's Hall Hospital  
Dudley  
West Midlands  
DY1 2HQ  
Email: [dgft.dpo@nhs.net](mailto:dgft.dpo@nhs.net)

Should you disagree with the contents of our response to your appeal, you have the right to appeal to the Information Commissioners Office at.

Information Commissioners Office  
Wycliffe House

FOI/REF FOI-

Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 0303 123 1113  
[www.ico.org.uk](http://www.ico.org.uk)

If you require further clarification, please do not hesitate to contact us.

Yours sincerely

**Freedom of Information Team**  
**The Dudley Group NHS Foundation Trust**