

22 January 2021

**Our Ref:** RFI 36397

Dear

**Freedom of Information Act 2000  
Information in relation to Contact Registers**

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to above which you requested on 2 November 2020. Please accept our sincere apologies for the delay in responding to you. Thank you for your patience.

We have previously responded to you on the 4 January 2021 in relation to Social Care Contracts.

Contracts relating to Estates have been provided by the Finance & Estates Directorate and is attached in Appendix A.

If you are unhappy as to how this request has been handled, you have the right to seek a review within the Trust in the first instance. You should write to the Information Governance Department, Lough House, Ards Community Hospital ([informationgovernance@setrust.hscni.net](mailto:informationgovernance@setrust.hscni.net)) within two months of the date of this response and your complaint will be considered and a response provided, within 20 working days of receipt.

If, after receiving a response, you remain unhappy, you can refer your complaint to the Information Commissioner at The Information Commissioner's Office –Northern Ireland, 3rd Floor, 14 Cromac Place, Belfast, BT7 2JB. It is important to note that if you refer any matter to the Information Commissioner, you will need to show evidence of having gone through the Trust's internal review procedure to try to resolve the matter with the Trust in the first instance.

If you have any queries about this letter, please do not hesitate to contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

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**Rebecca Manning**  
**Information Governance Assistant**

**Q1. I want to submit a request for some information from the organisation, in relation to their contracts register.**

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

- **Contract Reference**
- **Contract Title**
- **Procurement Category**
- **Supplier Name**
- **Spend (Total or Annual)**
- **Contract Duration**
- **Contract Extensions**
- **Contract Starting Date**
- **Expiration Date**
- **Contract Description (please provide me with as much detail as possible).**
- **Contact Owner (full contact details if possible)**
- **CPV codes/proClass**

**A1. Please See Attachment 1 – Estates Contracts.**

In relation to Service Contracts for IT they are still to be provided from the appropriate Service Manager, as soon as I receive them they will be issued to you.