



Further to your information request FOI/EIR 24/25-126, please find your question and our response below.

**Request:**

1. Contract Register Request:

I am seeking the full and entirety of the organisation's contract register or database. The register should include the following columns/headings or something similar:

- Contract Reference - Unique reference number associated with the contract.
- Contract Title
- Procurement Category –
- Supplier Name
- Spend (Total, Annual or contract value)
- Contract Duration
- Contract Extensions
- Contract Start Date
- Contract Expiry Date
- Contract Description [Please provide me with as much detail as possible.]
- Contact Owner (Person that manages the contract register)
- Contact details of section 151 officer
- CPV codes/Pro-Class
- How many contracts are currently held on the contract register

If any of the headings within your contract register has not been provided, please state this within your response.

Please provide the contract's register file in Excel format.

2. Procurement Strategy Document Request:

- Can the organisation provide a full version of their Procurement Strategy for the fiscal year 2024-2025?
- If the Procurement Strategy is a strategic direction (2022-2025) instead of an annual plan, please provide an update document for 2023-2024. If an update cannot be provided, please provide information on when an update is planned to be published.
- We require the full document. If any parts of this document have been removed, please state this within your response.

3. Contact Details Request:

- Provide contact details of the person responsible for API or data sharing, including [Name, Job Title, Telephone, Email Address].
- Provide contact details of the person responsible for the actual contract's register, including [Name, Job Title, Telephone, Email Address].

**Response:**

1. Please see: [Open Data: Procurement Information | East Cambridgeshire District Council \(eastcambs.gov.uk\)](https://www.eastcambs.gov.uk) the full, up to date contract register which includes all existing/live contracts. The Section 151 Officer is Ian Smith, Director of Finance.

2. East Cambridgeshire District Council does not have a procurement strategy.

3. Victoria Higham, Information Officer, Tel: 01353 665555, Email:  
[victoria.higham@eastcambs.gov.uk](mailto:victoria.higham@eastcambs.gov.uk)

This concludes your request FOI/EIR 24/25-126.

If information has been refused, please treat this as a Refusal Notice for the purposes of the Act.

If you disagree with our decision or are otherwise unhappy with how we have dealt with your request in the first instance you may approach [foi@eastcambs.gov.uk](mailto:foi@eastcambs.gov.uk) and request a review. A request for review must be made in no more than 40 working days from the date of this email.

Should you remain dissatisfied with the outcome you have a right under s50 of the Freedom of Information Act to appeal against the decision by contacting the Information Commissioner, Wycliffe House, Water Lane, Wilmslow SK9 5AF.