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[www.secamb.nhs.uk](http://www.secamb.nhs.uk)

2025  
Internal Ref: 250617  
Email:

Dear ,

The trust acknowledges receipt of your Freedom of Information Act 2000 (FOIA) request, referenced above. Please ensure you quote this number in any future correspondence.

### **FOI Request**

You asked us:

**I hope this message finds you well. I am submitting a Freedom of Information request in relation to your organisation's contract register, procurement strategy, and key contact information.**

**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**



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- Framework or Tender References
- 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.

## 3. Procurement Strategy (2025/2026)

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:

- Responsible officer for API access or data sharing (if applicable)
- Individual managing the contract register
- Finance Director
- Head/Director of Procurement or Purchasing
- Head/Director of ICT
- Head of Estates and Facilities
- Relevant Committee Member, Councillor, or Board Member for Procurement/Finance

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.

## Formal Response

The Trust confirms it holds the information you have requested.

### 1. Contract Register

**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**  
7/5/25 register
- **Supplier Name**  
7/5/25 register
- **Estimated Spend (Total or Annual)**  
7/5/25 register
- **Contract Duration and Total Period (including extensions)**  
No
- **Contract Start and Expiry Dates**  
7/5/25 register
- **Review Date**



No

- **Contract Description**

7/5/25 register

- **Contract Owner (Name, Job Title, Contact Details if available)**

7/5/25 register

- **Contract Notes**

No

- **Managing Department**

7/5/25 register

- **Award Date**

No

- **Participating Organisations**

No

- **Procurement Category**

7/5/25 register

- **Framework or Tender References**

No, might be mentioned in description/contract title

- **Central Purchasing Body**

- **Classification Codes (CPV, Pro-Class, etc.)**

No, primary category listed on the register.

**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.**



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## **2. Total Number of Active Contracts**

**Please confirm the total number of contracts currently listed as active.**

212

## **3. Procurement Strategy (2025/2026)**

**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.**

Procurement Strategy Attached

## **4. Contact Information**

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

- **Responsible officer for API access or data sharing (if applicable)**
- **Individual managing the contract register**

Procurement@secamb.nhs.uk

- **Finance Director**

CFO@secamb.nhs.uk

- **Head/Director of Procurement or Purchasing**

Procurement@secamb.nhs.uk

- **Head/Director of ICT**

ITservicedeskteam@secamb.nhs.uk

- **Head of Estates and Facilities**

Estates@secamb.nhs.uk



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- **Relevant Committee Member, Councillor, or Board Member for Procurement/Finance**

Further details on our Council of Governors can be found in the following link:

[Council of Governors - NHS South East Coast Ambulance Service](#)

**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).**

Not currently available online, will be by Q3 2025

- **If your organisation uses a contract management system or CRM, please confirm whether it allows for data exports.**

We use Atamis e-Tendering portal for tendering purposes and holding contracts, exports are available for users.

**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.**

## **Next steps**

Please note you will be able to source a lot of information which is made available on our website.

Should you be dissatisfied with our response then in the first instance please contact Richard Banks, Head of Corporate Governance, via the following email address:

[FOI@secamb.nhs.uk](mailto:FOI@secamb.nhs.uk)

You can ask us to review our original response. If you would like us to carry out an internal review, please let us know within 40 working days of you receiving our original response. This review will be conducted by an individual who was not directly involved in reviewing the original response, ordinarily, the Trust Data Protection Officer.

We will endeavour to complete this request within 20 working days.

Should you remain dissatisfied then you can contact the [Information Commissioner's Office](#) (ICO). Complaints to the ICO should be made within six weeks of receiving the outcome of an internal review. The easiest way to lodge a complaint is through their website: [www.ico.org.uk/foicomplaints](http://www.ico.org.uk/foicomplaints).

Alternatively, the ICO's postal address is:



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Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF.

Yours sincerely,

**Freedom of Information Coordinator  
South East Coast Ambulance Service NHS Foundation Trust**



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