



FOI REF: 23/825

20th December 2023

FREEDOM OF INFORMATION ACT

I am responding to your request for information under the Freedom of Information Act. The answers to your specific questions are as follows:

Please provide copies of any equivalent procurement policy or contracts procedure that your Trust follows in order to purchase new licences, software or enter into any new contracts. This may include a checklist of actions for staff before an agreement is made or a redacted delegation of authority process.

I would like to understand how your Trust makes decisions about how companies are chosen, the steps that are taken to reach those decisions (e.g. due diligence) and at what point senior management authority is required.

I can confirm that we hold the information requested above. However, the information is exempt from disclosure under Section 21 of the Freedom of Information Act 2000. This is because the information is accessible to you, as it is already in the public domain and can be accessed by the following link:

<https://www.esht.nhs.uk/about-us/corporate-publications/>

‘Governing documents, incorporating: Standing Orders, Standing Financial Instructions, Scheme of Delegation.’

This is an absolute exemption and there is, therefore, no requirement to consider the public interest.

If I can be of any further assistance, please do not hesitate to contact me.

Should you be dissatisfied with the Trust’s response to your request, you have the right to request an internal review. Please write to the Freedom of Information Department (esh-tr.foi@nhs.net), quoting the above reference, within 40 working days. The Trust is not obliged to accept an internal review after this date.

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Should you still be dissatisfied with your FOI request, you have the right of complaint to the Information Commissioner at the following address:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Telephone: 0303 123 1113

Yours sincerely

Linda Thornhill (Mrs)
Corporate Governance Manager
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