| Police Scotland logo | Freedom of Information ResponseOur reference: FOI 24-2833Responded to: 17 November 2024 |
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Your recent request for information is replicated below, together with our response.

**I am writing to submit a Freedom of Information request for information related to the organisation's contracts register, procurement strategy document, and contact details. Please find the detailed requests below:**

**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]**

**IMPORTANT:**

**In the past I have received a response from the Council and have been given a link for the contract register (Chest) which only holds 157. I have been told by the procurement department that the Council has around 700 contracts. Please can you provide me with the full contract register.**

**1. If the organisation has a CRM system or a similar system, ensure there is a facility to download and extract contract data.**

**2. If providing a weblink to a portal, ensure that all contracts are included, as some organisations may only upload a small portion of their contracts.**

**3. For organisations planning to make an exemption around spend, clarify that the spend information requested is an overall figure, and a complete breakdown is not required.**

I am refusing to comply with your request in terms of section 14(2) of the Act:

“Where a Scottish public authority has complied with a request from a person for information, it is not obliged to comply with a subsequent request from that person which is identical or substantially similar unless there has been a reasonable period of time between the making of the request complied with and the making of the subsequent request.”

Your request was previously answered on 24-07-2024 with reference FOI 24-1617.

Our response can be viewed on the Police Scotland Disclosure Log:

[24-1617 - Contracts register, procurement strategy and contact details](https://www.scotland.police.uk/access-to-information/freedom-of-information/disclosure-log/disclosure-log-2024/august/24-1617-contracts-register-procurement-strategy-and-contact-details/)

If you require any further assistance, please contact us quoting the reference above.

You can request a review of this response within the next 40 working days by email or by letter (Information Management - FOI, Police Scotland, Clyde Gateway, 2 French Street, Dalmarnock, G40 4EH). Requests must include the reason for your dissatisfaction.

If you remain dissatisfied following our review response, you can appeal to the Office of the Scottish Information Commissioner (OSIC) within 6 months - [online](http://www.itspublicknowledge.info/Appeal), by email or by letter (OSIC, Kinburn Castle, Doubledykes Road, St Andrews, KY16 9DS).

Following an OSIC appeal, you can appeal to the Court of Session on a point of law only.

This response will be added to our [Disclosure Log](http://www.scotland.police.uk/access-to-information/freedom-of-information/disclosure-log) in seven days' time.

Every effort has been taken to ensure our response is as accessible as possible. If you require this response to be provided in an alternative format, please let us know.