

Department for  
Information Governance,  
Caldicott & SIRO Support  
Royal Hallamshire Hospital  
2 Claremont Place  
Sheffield  
S10 2TB

Helen McNally

[request-435xxxxxxxxxxx@xxxxxxxxxxxxxxxxxxx](mailto:request-435xxxxxxxxxxx@xxxxxxxxxxxxxxxxxxx)

31<sup>st</sup> October 2017

Our ref: FOI RFI 005760

Your ref: email received 3<sup>rd</sup> October 2017

Dear Helen

## Freedom of Information Request

Further to your email dated and received by the Trust on 3<sup>rd</sup> October 2017, requesting the following information:

Thank you for publishing your spend data here: <http://www.sth.nhs.uk/about-us/official-publications/procurement-transparency>. However, I notice that your spend data for May - July 2017 is in pdf format, which is not machine readable and so cannot be used for data analysis.

I'd like to make a request under the Freedom of Information Act for all transactions over £25,000 from May to July 2017. Please provide the data in a machine readable format (preferably csv). As a minimum, please make sure to include the date, value and recipient of each transaction. Please also provide details on the procurement category of each transaction if you have it.

Your team may also be interested in the guidance on producing spending data, which specifies that the data must be published in a machine readable format: <https://www.gov.uk/government/publications/guidance-for-publishing-spend-over-25000>. This letter makes it clear that this guidance applies to the NHS: [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/216668/dh\\_119742.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/216668/dh_119742.pdf). Please note that it is permissible to request data in a specified format under the terms of the FOI Act: <https://www.journalism.co.uk/news/court-rules-freedom-of-information-requests-can-specify-file-format/s2/a557580/>.

## Trust Response

Our response to your request is detailed in the attached documents.

This completes the Trust response to your request, but please note:

## Your rights

If you are unhappy with the way we have handled your request, you may ask for an internal review in accordance with Section VI Complaints Procedures of the Section 45 Code of Practice of the Freedom of Information Act 2000: and in accordance with Appendix E of the Trust's Code of Practice for Responding to Requests for Information (v 4.0 dated 31/03/14).

If you wish to complain you should contact:

Tel: 0114-2265151  
Fax: 0114-2265152  
Email: [foi@sth.nhs.uk](mailto:foi@sth.nhs.uk)

Peter Wilson  
Information Governance, Caldicott & SIRO Support Manager  
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Tel: 0114 226 5151  
Fax: 0114 226 5152  
Email: [xxx@xxx.xxx.xx](mailto:xxx@xxx.xxx.xx)


If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision.

The Information Commissioner can be contacted at:

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

If you have any queries about this letter, please contact me. Please remember to quote the reference number above in any future communications

Yours sincerely



Amy Cooper  
Information Governance Officer