65420 Contract Register Database

Contract Register Extract Please provide the most complete and current extract of your organisation’s contract register or equivalent system, as it exists on the date this request is processed or the date of the decision to release the data.

We have already reviewed the contract register published on your organisation’s website, but we do not believe this represents the complete, unedited contract dataset held by your organisation.

This request relates to existing recorded information only. I am not asking for new information to be created, nor for missing fields to be populated. In most cases, this will be a straightforward system export (e.g., from a contract management system or spreadsheet).

Where available, the register should include (but is not limited to) the following fields: Contract Title, Supplier Name, Estimated Spend (annual or total), Contract Duration and Total Term (including extensions), Contract Start and Expiry Dates, Review Date, Contract Description, Contract Owner (role or name, as held in the system), Managing Department, Award Date, Procurement Category, Framework or Tender Reference, Participating Organisations, Central Purchasing Body, and Classification Codes (e.g., CPV).

Please do not spend time amending, enriching, or redacting fields that are not readily available. I am content to receive the register in its raw exported form, exactly as held.

Website Publication & Data Disparity While we have reviewed the contract register currently published on your website, we require the full raw contracts register from your internal systems. If your response directs me back to the online portal, please confirm that the accessible dataset is fully up to date as of the date this request is processed or the decision to release the data is made.

Completeness & Redactions Please confirm whether the register provided constitutes the full, unedited dataset. If any information, columns, or specific fields have been removed or withheld from sharing, please simply list the headings of the data columns that are missing from the provided register. If spend values are withheld, please note this request seeks indicative or total contract values only, not detailed financial breakdowns.

System Capabilities If your organisation uses a specific contract management system, please confirm the name of the software or platform currently in use.

An extracted dataset from our contract register is attached. Please note that the Council does not use an organisation-wide contract management system. Third-party personal information has been redacted from the document provided.