

Date: Thursday, 13th October 2022  
Our Ref: MB/SH FOI 5374

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**Re: Freedom of Information Request FOI 5374**

We are writing in response to your request submitted under the Freedom of Information Act, received in this office on 29th September 2022.

Your request was as follows:

1.  How do you manage your meetings (organise agenda, minutes etc)? Do you use a committee meeting management software such as a board portal (CMIS, Modern.Gov, iBabs etc) or just emails etc?

[The Walton Centre NHS Foundation uses management software for committee meetings.](#)

2.  If yes, what is the name of the supplier?

[Virtual Boardroom.](#)

3.  If yes, what is the contract expiry and contract review date?

[1 year rolling contract.](#)

4.  How many users are on the board portal/management solution, and how much do you spend on this?

[I confirm that The Walton Centre NHS Foundation Trust can neither confirm nor deny that it holds the information you have requested. However, I am unable to provide you with that information as I consider that the following exemptions apply to it:](#)

[Section 43 \(2\) - Disclosure would, or would be likely to, prejudice the commercial interests of any person](#)

[This information is exempt from disclosure under Section 43\(2\) of the Freedom of Information Act 2000 \(FOIA\). We cannot provide information requested as your query on the grounds that the withheld information would, or would be likely to, prejudice the commercial interests of any person \(an individual, a company, the public authority itself or any other legal entity\).](#)

5.  What is your cost per user?

[As per Q4.](#)

6. Could I also kindly ask for contact details for the best lead regarding this?

[Corporate Secretary - The Walton Centre NHS Foundation Trust does not disclose individual staff members contact details. You can write to staff using the address above or alternatively email \[wcf.enquiries@nhs.net\]\(mailto:wcf.enquiries@nhs.net\) asking for your correspondence to be forwarded on.](#)

Please see our response above in [blue](#).

### **Re-Use of Public Sector Information**

All information supplied by the Trust in answering a request for information (RFI) under the Freedom of Information Act 2000 will be subject to the terms of the Re-use of Public Sector Information Regulations 2005, Statutory Instrument 2005 No. 1515 which came into effect on 1st July 2005.

Under the terms of the Regulations, the Trust will licence the re-use of any or all information supplied if being used in a form and for the purpose other than which it was originally supplied. This license for re-use will be in line with the requirements of the Regulations and the licensing terms and fees as laid down by the Office of Public Sector Information (OPSI). Most licenses will be free; however the Trust reserves the right, in certain circumstances, to charge a fee for the re-use of some information which it deems to be of commercial value.

Further information can be found at [www.opsi.gov.uk](http://www.opsi.gov.uk) where a sample license terms and fees can be found with guidance on copyright and publishing notes and a Guide to Best Practice and regulated advice and case studies, at [www.opsi.gov.uk/advice/psi-regulations/index.htm](http://www.opsi.gov.uk/advice/psi-regulations/index.htm)

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to the Freedom of Information Office at the address above.

**Please remember to quote the reference number, FOI 5374 in any future communications.**

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 Commissioners Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

*Mike Burns*

**Mr. Mike Burns, Executive Lead for Freedom of Information**