

Our Ref: PW/AKB/FOI-07-463

19th July 2023

Stafford Education & Enterprise Park
Weston Road
Stafford
ST18 0BF

Sent by email

Telephone: 0300 123 1461

Dear

FOI-07-463

Your request for information under the Freedom of Information Act 2000

Thank you for your request for information received on the 17th July 2023. We can confirm that the Staffordshire and Stoke-on-Trent Integrated Care Board can provide the following information.

An anonymised copy of this response will be made publicly available on the ICB website.

Please see our responses in blue below:

Please can you provide:

Information about Section 12 Notices:

- 1. The number of Section 12 'Refusal' notices issued by your organisation (its FOI Team) in 2023 so far?**

Detailed below is the link to the FOI disclosure logs on our ICB Website which contain this information where applicable against FOI requests received:

Our publications and policies - Staffordshire and Stoke-on-Trent ([icb.nhs.uk](https://www.icb.nhs.uk))

- 2. The number of Section 12 'Refusal' notices issued by your organisation (its FOI Team) in 2022?**

Please see response to question one above.

- 3. The number of Section 12 'Refusal' notices issued by your organisation (its FOI Team) in 2021?**

The FOI disclosure logs which contain this information where applicable against FOIs received for the former Staffordshire and Stoke-on-Trent Clinical Commissioning Groups (see below) have now been archived on the national system.

The link to this Website is: <https://www.nationalarchives.gov.uk/webarchive/>

NHS Cannock Chase CCG
NHS East Staffordshire CCG
NHS South East Staffordshire and Seisdon Peninsula CCG
NHS Stafford and Surrounds CCG
NHS Stoke-on-Trent CCG
NHS North Staffordshire CCG

Information about your FOI Team:

- 1. Can you confirm the operating name of the team/department/division that deals with, collates and responds to Freedom of Information Requests?**

Governance Team

- 2. Can you confirm the size of this team? i.e. 6 x FTE and 1 PTE.**

Four

- 3. Can you confirm the positions held within this team? i.e. FOI Officer x1, Head of IG x1.**

Associate Director of Corporate Governance
Head of Governance
Governance Manager
Governance Officer

- 4. Can you confirm whether you use a case management system for the processing of FOI's?**

Yes

- 5. If so, please name?**

Ulysses System

Right of Appeal

Should you require any further information or clarification regarding this response please do not hesitate to contact us. If you are dissatisfied with the response, you are entitled to request an internal review which should be formally requested in writing and must be within two calendar months from the date this response was issued.

To request an internal review

You can request an internal review by contacting the Staffordshire and Stoke-on-Trent Integrated Care Board FOI team by emailing the team at StaffsStokeFOI@staffsstoke.icb.nhs.uk or by post to the address at the top of this letter.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner's Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the Staffordshire and Stoke-on-Trent Integrated Care Board's FOI complaints procedure.

The ICO can be contacted at:

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

www.ico.gov.uk

Yours sincerely

Paul Winter
Associate Director of Corporate Governance