



Our Ref: PW/AKB/FOI/11/588

Stafford Education & Enterprise Park  
Weston Road  
Stafford  
ST18 0BF

29<sup>th</sup> November 2023

Telephone: 0300 123 1461

Sent by email

Dear

**FOI-11-588**

**Your request for information under the Freedom of Information Act 2000**

Thank you for your request for information received on the 6<sup>th</sup> November 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:

- 1. Under FOI can I also request minutes of the all the meeting(s) which led to and in which it was decided to issue the breach notices, along with the people who were involved?**
- 2. I would also like the minutes of meeting where it was decided that any request for a meeting by myself or the LMCs will be refused along with the names of people who made these decisions?**
- 3. If there is a recording of the teams meeting(s), I would also like to request that under FOI?**

Please be advised that there are no minutes or recordings of meetings held regarding the breach notices, therefore the ICB does not hold this information.

For your information we have detailed below the link to the ICO Guide to Freedom of Information which provides advice and assistance to the public in respect of information which constitutes a Freedom of Information request. Also detailed is the link to the ICO website.

**[The Guide to Freedom of Information \(ico.org.uk\)](https://ico.org.uk)**  
**[Guide to freedom of information | ICO](https://ico.org.uk)**

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](mailto: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](http://www.ico.gov.uk)

Yours sincerely

**Paul Winter**  
**Associate Director of Corporate Governance**