



Trust Headquarters
Nexus House
4 Gatwick Road
Crawley
West Sussex
RH10 9BG

Date:

Email:

Dear,

Tel: 0300 123 0999
www.secamb.nhs.uk

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI 240814.

You requested the following information, please see our response below and on the attached spreadsheet:

I'm writing to you to request information on your usage of board portals. It would be appreciated if you could provide answer to the following questions by email:

How do you manage the documents and agendas for your meetings?

Manged by individuals/secretariat.

Do you have a solution in place or are you considering a board portal solution?

No solution in place or being planned to be used.

If you do have a board portal solution in place, which one and when does it renew?

Not Applicable.

What is your annual budget for board portals and how many users do you have/need?

Not Applicable.

Who is the contact person for board portals at your organization?

Not Applicable.

Who is your IT Systems Manager or IT Manager who may look at IT Systems/Apps in your organization?

This is the personal information of a third-party. We are not disclosing this information under the FOI Act section 40(2). This would contravene the data protection principles.

I hope you find this information of some assistance.

If for any reason you are dissatisfied with our response, kindly in the first instance contact Caroline Smart, Head of Information Governance via the following email address:

FOI@secamb.nhs.uk

Yours sincerely

**Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust**