



40/42 Friars Walk  
Lewes  
East Sussex  
BN7 2XW

[foi@secamb.nhs.uk](mailto:foi@secamb.nhs.uk)

26th October 2016

Email:

Dear

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI/16/09/39.

You requested the following information:

**Under the Freedom of Information Act I would like to request the following:**

**Please can you provide a copy of all correspondence, including letters, emails and email chains, sent from 31 March 2015 to 28 September 2016 between Monitor, and subsequently NHS Improvement, and senior and management staff at South East Coast Ambulance Service NHS Foundation Trust?**

I regret to advise that we cannot provide the information as requested on the grounds of the exemption contained within s.12 of the FOIA. To retrieve the information would necessitate manually searching through the whole mailboxes of a number of members of senior management as the relevant emails would not be easily identifiable by the subject title. This alone, without including locating any letters sent either via post or email would exceed the appropriate limit of 18 hours as set down in the guidance on the application of the Freedom of Information and Data Protection (Appropriate Limit and Fees).

Under the FOI Act, we are required to provide advice and assistance to make your request more manageable ( i.e. limiting the time or topic). Please see the following advice from the Information Commissioners Office website in relation to this:

*Be as specific as possible about the information you want rather than asking general questions. Try to include details such as dates and names whenever you can. It may also assist the authority in identifying the information if you explain the purpose behind your request.*

With this in mind , you may wish to narrow your request to correspondence between the Chair and Chief Executive and Monitor.

I am sorry that I cannot be more helpful on this occasion.

If, for whatever reason you are unhappy with our response, you are entitled to pursue any dissatisfaction through South East Coast Ambulance NHS Foundation Trust's (SECAMB) Internal Review Procedure at:

South East Coast Ambulance Service NHS Foundation Trust  
40-42 Friars Walk  
Lewes  
East Sussex  
BN7 2XW  
Email: [complaints@secamb.nhs.uk](mailto:complaints@secamb.nhs.uk)

Should you remain unhappy with the outcome of any such internal review, you may request a decision from the Information Commissioner at:

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

If I can be of further assistance to you, please do not hesitate to contact me, quoting the above reference number.

Yours sincerely

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