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Foundation Trust Office: 01325 74 3625
Corporate Records Office: 01325 74 3700

Request for Information Reference: 04.24.30

FOI Direct line: 01325 743700
Email: cdda-tr.cddftfoi@nhs.net

Email only

2nd May 2024

Dear

Freedom of Information Act 2000 – Request for Information

Thank you for submitting a request for information which we received on 10th April 2024 in relation to County Durham and Darlington NHS Foundation Trust (the Trust). Your request has been processed under the provisions of the Freedom of Information Act 2000 and I am now able to provide you with a response.

Your request was in relation to Board Minutes and I am providing the following information in response to your specific questions:

I am currently researching the digitalisation of the UK's public sector – with a focus on committee meeting technology. I wanted to ask a few questions regarding this:

- 1. How do you manage your board 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 Trust uses an online Board Portal

- 2. If yes, what is the name of the supplier?**
- 3. If yes, what is the contract expiry and contract review date?**
- 4. How many users are on the board portal/management solution?**
- 5. What is your overall cost and cost per user?**

The Trust are currently in the middle of a formal procurement exercise to purchase a new system and is unable to confirm any of the details requested until this procurement exercise has concluded. This work should be concluded within the

next two months. If the information is still required at that time, we would be pleased to respond to an updated request under the Freedom of Information Act.

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

Peter Dixon, Corporate Affairs Manager
Switchboard – 01325 380 100

In line with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log on the Trust's website. However please be assured that we anonymise all responses prior to adding them to the disclosure log.

I hope that this response has provided you with the information you had requested. If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me by telephone or in writing. If however, you are dissatisfied with the way in which your request has been handled and would like an internal review, you will need to contact me in writing at the above address or via cdda-tr.cddftfoi@nhs.

If you remain dissatisfied with our response following an internal review you have the right to appeal to The Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. More information is available on their website; www.ico.gov.uk.

Yours sincerely

Corporate Records and Freedom of Information Facilitator