

Freedom of Information Request

Ref: 24-646

13 August 2024

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

- We can confirm that we do hold the information you are requesting

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

Via a Board portal

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

We already have a Board portal in place

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

Convene. Contract renews in November 2024.

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

£10k and 90 users

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

Mark Pender, Head of Corporate Governance

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

Alan Steele, Head of Technology Services

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Data Protection Officer
University Hospitals Bristol and Weston NHS Foundation Trust

Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

Freedom of Information Team
University Hospitals Bristol and Weston NHS Foundation Trust