

**Compliance Team – Health Records**

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## FOI REQUEST NUMBER 146 2015

### Request

We understood that the purpose of the Report was to identify and thereby understand what was going on in terms of the impact on staff and on the delivery of services.

We are not aware that advice is being sought nor provided. If that is so, please accept a further FOI request to give details from whom advice is being sought and the time frames for receiving it. Nor were we aware that there is any process of deliberation currently being carried out pursuant to the Report. If that is so, please accept a further FOI request for details, when it began and when it ended or is expected to end.

### Response

Thank you for your letter dated the 13<sup>th</sup> May 2015, and your subsequent email of the 18<sup>th</sup> May to Maeve Heaney confirming that you wished us to deal with the additional questions raised in your letter separately to the internal review, relating to FOI Request 69 2014 (NSMHC).

Therefore, please see our response below, I apologise for the delay in providing this response to you:-

The Trust consulted with staff members to enable the report to be written. No formal advice has been sought regarding this report, during the discussion process with staff, or following on from the report being finalised, with the exception of the legal guidance provided regarding the release or exemption of the report under the Freedom of Information Act legislation.

A process of deliberation has taken place following conclusion of the report and a meeting was held with the staff involved with the report with Debbie White, Operations Director for Norfolk to discuss the findings of the report.

As the document has now been released you will see from page 40 of the report that all information provided would be treated confidentially. Length of time Report will remain confidential question is no longer applicable as the report has been released.

The Trust provides a complaints procedure to deal with complaints about the Trust's handling of requests for information. If you feel you need to make a complaint, in the first instance, you should contact a Non-Executive Director via the Chair of the Trust. If you feel you have exhausted our internal complaints procedure, you also have the right and may feel you wish to write to the Information Commissioner who can be contacted on telephone number 01625 545740 or at [www.ico.gov.uk](http://www.ico.gov.uk).

