FOI 3222

Date 07/08/2024

Dear Requester,

Thank you for your Freedom of Information request. Please note, this is a cross-site response for Bedford site and Luton site.

You asked:

1. **How do you manage the documents and agendas for your meetings?**On an portal
2. **Do you have a solution in place or are you considering a board portal solution?**Yes, one is in place
3. **If you do have a board portal solution in place, which one and when does it renew?** We have a 4 year contract that ends in 2028
4. **What is your annual budget for board portals?** £25,000
5. **Who is the contact person for board portals at your organization?**Exempt under Section 40
6. **Who is your IT Systems Manager or IT Manager who may look at IT Systems/Apps in your organization?** Exempt under Section 40

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 Please note that the Trust has a formal internal review and complaints process which is managed by the Information Governance Manager/Data Protection Officer. Should you have any concerns with our response, you can make a formal request for an internal review. Requests for internal review should be submitted within three months of the date of receipt of the response to your original letter, and should be addressed to: dataprotectionofficer@ldh.nhs.uk. This option is available to you for up to three calendar months from the date your response was issued.

If you are not satisfied with the Trust review under the Freedom of Information Act 2000 you may apply directly to the Information Commissioners Officer (ICO) for a review of your appeal decision. The ICO can be contacted at: ICO, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF www.ico.org.uk

 Yours sincerely,

 *FOI Officer*

 Bedfordshire Hospitals NHS Foundation Trust