FOI 3036

Date 22/05/2024

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:

**We now make a request under the terms of the Freedom of Information Act 2000 and should be grateful if you could provide us with copies of the following documents, relating to the premises, specifically the nurse’s accommodation block:**

1. Copies of any asbestos surveys identifying or detailing asbestos use within the hospital nurse’s accommodation block, including details of any asbestos surveys carried out. Specifically, the full asbestos management report.
2. Photographs/plans/drawings of the nurse’s accommodation block, in particular any plans depicting those areas in which asbestos was located in the nurse’s accommodation block.
3. Copies of any notes/minutes/memoranda of meetings in which the asbestos within the nurse’s accommodation block was discussed (in particular any policies on asbestos management referring to the Estates Management which identifies asbestos containing materials within the nurse’s accommodation block
4. Any correspondence between the NHS Trust and any contractors (in particular any asbestos removal contractors) undertaking work at the nurse’s accommodation block.
5. Details of any incidents reporting the presence of asbestos of any members of staff having developed an asbestos related illness.
6. Any correspondence between the NHS Trust and staff within the Luton & Dunstable Hospital discussing the risks associated with asbestos within the nurse’s accommodation block.
7. Schedules of any construction work carried out at the nurse’s accommodation block between 1965 to date, but in particular the period 1975-1990
8. Copies of any repair and maintenance reports records involving asbestos within the nurse’s accommodation block
9. Copies of any logs/records relating to asbestos materials within the nurse’s accommodation block
10. Copies of any risk assessments relating to asbestos within the nurse’s accommodation block
11. Copies of any warnings or notices used at the nurse’s accommodation block

We do not hold this information – In accordance with the Records Management Code of Practice for Health & Social Care 2021 we no longer hold this information as this building has been demolished. Documents should be retained as long as the building or installation exists. Once the building is demolished or the installation is decommissioned, the retention period has ended, and the documents can be destroyed. This ensures that the documents are available for reference or regulatory compliance as long as the building or installation is in use.

Find the link to the Records Management Code of Practice here: [NHSX\_Records\_Management\_CoP\_V7.pdf (england.nhs.uk)](https://transform.england.nhs.uk/media/documents/NHSX_Records_Management_CoP_V7.pdf)

This information is provided for your personal use and is the property of Bedfordshire Hospitals NHS Trust and subject to any existing Intellectual Property and Database Rights. Any commercial application or use of this information may be subject to the provisions of the Re-use of Public Sector Information Regulations 2015 (RPSI). This means that if you wish to re-use the information provided for commercial purposes for any reason you must ask the Trust for permission to do so.

 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