

1 February 2018

Wellington House
133-155 Waterloo Road
London SE1 8UG

T: 020 3747 0000
E: nhsi.enquiries@nhs.net
W: improvement.nhs.uk

By email

Dear [REDACTED]

Request under the Freedom of Information Act 2000 (the “FOI Act”)

I refer to your email of **5 January 2018** in which you requested information under the FOI Act from NHS Improvement. Since 1 April 2016, Monitor and the NHS Trust Development Authority are operating as an integrated organisation known as NHS Improvement. For the purposes of this decision, NHS Improvement means Monitor and the TDA.

Your request

You made the following request:

“I would like to see a copy of agenda, minutes and papers for the last three meetings of the joint NHSI/NHSE Design Group for the Integrated Support and Assurance Programme.”

Decision

NHS Improvement holds some of the information that you have requested and has decided to release the information it holds subject to redacting information outside of the scope of the request.

The ISAP process was designed by a working group comprising individuals from NHS England and NHS Improvement who met regularly in the course of the design work. The last three meetings prior to the publication of the detailed guidance in August 2017 were on 12 July, 19 July and 26 July 2017. This was a working group format, rather than a committee, and as such did not operate with formal minutes and papers.

NHS Improvement does hold short email agendas for the three meetings referred to above, however, the remit of the group was wider than just ISAP design work and we have therefore

redacted the items on the agendas that are outside of the scope of this request. We have also redacted the names of staff of NHS Improvement and NHS England that appear within the emails as these are also outside of the scope of the request.

Review rights

If you consider that your request for information has not been properly handled or if you are otherwise dissatisfied with the outcome of your request, you can try to resolve this informally with the person who dealt with your request. If you remain dissatisfied, you may seek an internal review within NHS Improvement of the issue or the decision. A senior member of NHS Improvement's staff, who has not previously been involved with your request, will undertake that review.

If you are dissatisfied with the outcome of any internal review, you may complain to the Information Commissioner for a decision on whether your request for information has been dealt with in accordance with the FOI Act.

A request for an internal review should be submitted in writing to FOI Request Reviews, NHS Improvement, Wellington House, 133-155 Waterloo Road, London SE1 8UG or by email to nhsi.foi@nhs.net.

Publication

Please note that this letter and the attached information will shortly be published on our website. This is because information disclosed in accordance with the FOI Act is disclosed to the public at large. We will, of course, remove your personal information (e.g. your name and contact details) from the version of the letter published on our website to protect your personal information from general disclosure.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M Loynes', written in a cursive style.

Marianne Loynes
Director, Regulation