



Ref: FOIA Reference 2018/19-236

Royal Stoke University Hospital  
Quality, Safety and Compliance Department  
Newcastle Road  
Stoke-on-Trent  
Staffordshire  
ST4 6QG

Date: 17<sup>th</sup> August 2018

Tel: 01782 676474  
Email [FOI@uhn.nhs.uk](mailto:FOI@uhn.nhs.uk)

Dear

I am writing in response to your email dated 20<sup>th</sup> July 2018 requesting information under the Freedom of Information Act (2000) regarding data breaches and the Information Governance Steering Group minutes.

On 23<sup>rd</sup> July 2018 we contacted you via email as we required clarification on the year for question 1 that you wanted information for.

On the same day you replied via email the following:  
*"Apologies for the confusion. The date in the original request should read - since the 25th May 2018"*

As of 1<sup>st</sup> November 2014 University Hospitals of North Midlands NHS Trust (UHNM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

**Q1 I would like to submit a request under the Freedom of Information Act in regards to the following:**

- **The number of data breaches reported to the ICO since the 25th May and the reasons for this**

A1 The Trust has had two data breaches that have been reported to the ICO since 25<sup>th</sup> May 2018. Using the NHS Digital incident reporting criteria, one was categorised as a confidentiality breach, and the other was an availability breach. (NHS Digital guide to the notification of data security and protection incidents).

**Q2 The minutes of the Information Governance Steering Group for the last 6 months.**

A2 Please refer to the attached documents, please note that some meetings within the last six months may not have gone ahead, therefore we have provided information for the last six meetings.

Some information has been redacted/ not released, this is because:

- (a) Trust policy is not to release the names of any staff member under a band 7
- (b) Some information is exempt under section 41 of the FOI Act: *information provided in confidence*
- (c) Some of the information is exempt under section 40(2) of the FOI Act: *personal information*.

(d) Some information is exempt under section 36(b) (c) of the FOI Act: *inhibit the free and frank provision of advice or exchange of views*

(e) Some information is exempt under section 31 (a) and 31 (1)a - *law enforcement*

The Trust has determined whether disclosure of the minutes of the Information Governance Steering Group for the last 6 months would have a detrimental effect, as defined by the section 36 exemption and has refused parts of this request on the grounds that it could prejudice the effective conduct of public affairs and inhibit free and frank discussion within the Information Governance Steering Group going forward.

In accordance with the Freedom of Information Act (2000) the Trust has completed a public interest test where all the information was examined in relation to this request and has found that the section exemptions as detailed above were correctly applied.

\*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

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This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via [www.ico.org.uk](http://www.ico.org.uk).

If following review of the responses I can be of any further assistance please contact my secretary on 01782 676474.

Yours,



University Hospitals  
of North Midlands  
NHS Trust

*L Carlisle*

Leah Carlisle  
Deputy Head of Quality, Safety & Compliance

