

Information Governance

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Website: <https://www.elft.nhs.uk>

18 January 2023

Our reference: FOI DA4490

I am responding to your request for information received 7 December 2022. I am sorry for the delay in responding to your request. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,



Keshia Harvey
Information Governance Manager

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113
Web: www.ico.org.uk

Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention



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Chief Executive: Paul Calaminus
Chair: Eileen Taylor

Request: I hope the fast-approaching festive season is going well. I wanted to make Freedom of Information request.

Question 1. How do you manage your meetings (organise agenda, minutes etc)? Do you use a committee meeting management software such as a board portal (CMIS, Modern.Gov, iBabs etc) or just emails etc?

Answer: We use Diligent, a papers management system.

Question 2. If yes, what is the name of the supplier?

Answer: Diligent Boardbooks Limited

Question 3. If yes, what is the contract expiry and contract review date?

Answer: Contract is from 6 June 2022 to 5 June 2023

After the Initial Term, the term of the Agreement will automatically renew for an additional one year Renewal Terms, unless either Party provides the other written notice of non-renewal no later than 30 days prior to the expiration of the Initial Term or any Renewal Term.

Question 4. How many users are on the board portal/management solution, and how much do you spend on this?

Answer: Seven administrators, 22 Users (Trust Board of Directors)

Total Annual Subscription Fee: £8,197.59

Question 5. What is your cost per user?

Answer: £282.68 per person

Question 6. Could I also kindly ask for contact details for the best lead regarding this?

Answer: Cathy Lilley, Director of Corporate Governance, cathy.lilley@nhs.net



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