

22/07/2026

NN-ICB/26-1644

Dear Requestor

Re: Freedom of Information Request

Thank you for your request for information, received on 5 June 2026, and your clarification received on 18 June 2026, regarding records of an NHS presentation on 19 May 2011. We have processed your request in accordance with the Freedom of Information Act 2000 (FOIA).

Under the FOIA, public authorities like ours are required to respond to requests for information within 20 working days. In response to your request, I can confirm that we do not hold the information requested.

Details of your request:

On 19 May 2011, I gave a presentation of a project, a triage and support system for vulnerable people to NHS representatives, alongside Ashfield District Council, held at Birch House, Ransom Wood Business Park, Southwell Road West, Rainworth, Mansfield NG21 0HJ.

At that time, the relevant NHS body would have been Nottinghamshire County Teaching Primary Care Trust, whose functions later passed to NHS Mansfield and Ashfield CCG and then to your organisation.

Following the meeting, funding was provided for training courses for me. I still hold the original presentation materials and handouts from that meeting, dated 19 May 2011, which may assist in locating the relevant records.

Please provide any recorded information your organisation (or its predecessor bodies) still holds relating to that meeting, including:

1. Any minutes, notes or agenda of the meeting;
2. Any report, decision, assessment or correspondence relating to my presentation or the project;
3. The names and job titles of the NHS officers who attended or arranged the meeting.

If any of this information is no longer held, please confirm this and, if possible, indicate when and under which retention policy it was disposed of. If the information is held by another body, please transfer this request or advise me where to direct it.

Our response to your request:

Following receipt of your clarification, NHS Nottingham and Nottinghamshire Integrated Care Board (ICB) undertook reasonable and proportionate searches of the records available to the organisation, including searches of relevant legacy records inherited from predecessor organisations.

I can confirm that NHS Nottingham and Nottinghamshire ICB does not hold any recorded information falling within the scope of your request.

Consequently, the ICB does not hold:

1. Any minutes, notes or agenda relating to the meeting of 19 May 2011;
2. Any reports, decisions, assessments or correspondence relating to the presentation or project; or
3. Any records identifying the names and job titles of NHS officers who attended or arranged the meeting.

The event to which you refer took place in May 2011 when NHS commissioning responsibilities were undertaken by Nottinghamshire County Teaching Primary Care Trust (PCT). Since that time, NHS organisations have undergone significant structural change, including the abolition of PCTs in 2013 and subsequent transfers of commissioning responsibilities through Clinical Commissioning Groups (CCGs) to Integrated Care Boards (ICBs).

NHS organisations manage records in accordance with the NHS Records Management Code of Practice. Records of the nature described in your request, such as routine meeting papers, project documentation and administrative correspondence, are generally subject to a minimum retention period of six years. Given that the information requested relates to events in May 2011, any records that may have existed would ordinarily have exceeded the applicable retention period.

Although we cannot confirm that relevant information is held elsewhere, you may wish to contact NHS England, which is the successor body responsible for certain legacy NHS records and may be able to advise whether any relevant records are held.

If you are unhappy with the way in which your request has been handled, NHS Nottingham and Nottinghamshire Integrated Care Board (ICB) has an internal review procedure through which you can raise any concerns you might have. Further details of this procedure can be obtained by contacting Lucy Branson, Director of Corporate Governance and Assurance via lucy.branson@nhs.net or by writing to FOI Team at NHS Nottingham and Nottinghamshire ICB, Sir John Robinson House, Sir John Robinson Way, Arnold, Daybrook, Nottingham NG5 6DA.

If you remain dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office (ICO), who will consider whether the organisation has complied with its obligations under the Act and can require the organisation to remedy any problems. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Nottingham and Nottinghamshire ICB. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/for-the-public/>.

Complaints to the Information Commissioner's Office should be sent to:

FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 123 1113 or report a concern via <https://ico.org.uk/concerns/>.

Yours sincerely

Freedom of Information (FOI) Officer on behalf of NHS Nottingham and Nottinghamshire Integrated Care Board nnicb-nn.foi@nhs.net

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the license conditions must be met. You must not re-use any previously unreleased information without having the consent of NHS Nottingham and Nottinghamshire Integrated Care Board. Should you wish to re-use previously unreleased information then you must make your request in writing (email will suffice) to the FOI Lead via nnicb-nn.foi@nhs.net. All requests for re-use will be responded to within 20 working days of receipt.