

15 September 2016

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[REDACTED]

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133-155 Waterloo Road  
London SE1 8UG

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E: [nhsi.enquiries@nhs.net](mailto:nhsi.enquiries@nhs.net)  
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**By email**

[REDACTED]

Dear [REDACTED]

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

I refer to your letter of **12 April 2016** in which you requested information under the FOI Act from NHS Trust Development Authority. Since 1 April 2016, Monitor and the NHS Trust Development Authority have been operating as an integrated organisation known as NHS Improvement. For the purposes of this decision, NHS Improvement means the TDA.

The letter sent on 12 April 2016 was sent to the TDA’s previous address and as a result, was not received by NHS Improvement. You resent the request to NHS Improvement’s FOI mailbox on 19 August 2016.

**Your request**

You made the following request:

“I am writing to request copies of the NHS Trust Development Authority’s minutes and notes from the Board to Board meeting they held with Liverpool Community Health NHS Trust.”

**Decision**

We have undertaken a search for the information to which you refer. We have not been able to locate any minutes or notes of the meeting to which refer. However, we have located a letter from David Flory to the Trust following the Board to Board meeting which took place on 20 August 2013. Please find a copy of the letter attached. We hope this is of some assistance to you.

**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](mailto:nhsi.foi@nhs.net).

### **Publication**

Please note that this letter 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,

**NHS Improvement**