

Our Reference North East and North Cumbria ICB\
FOI ICB 24-270

NECS – John Snow House
Durham University Science Park
Durham
DH1 3YG

Tel: 0191 301 1300
E-mail: necsu.icbfoi@nhs.net

By Email

30 October 2024

Dear Applicant

Freedom of Information Act 2000 – Request for Information – NHS North East and North Cumbria Integrated Care Board (NENC ICB)

Thank you for your request received by North of England Commissioning Support (NECS) on 3 October 2024 for information held by NHS North East and North Cumbria Integrated Care Board (the ICB) under the provisions of the Freedom of Information Act 2000.

The ICB covers the areas of County Durham, Gateshead, Newcastle, North Cumbria, North Tyneside, Northumberland, South Tyneside, Sunderland, and Tees Valley (which covers the five local authorities of Darlington, Hartlepool, Middlesbrough, Redcar and Cleveland and Stockton-on-Tees).

Please find the information you requested on behalf of the ICB as follows.

Your Request

Could you please provide the following information?

1. Companies contracted to provide the following:
 - a. Photocopiers/MFDs
 - b. Printers
 - c. Print room / reprographics
 - d. Desktop Scanners
2. Manufacturers of equipment used for the following (if different to Q1)
 - a. Photocopiers/MFDs
 - b. Printers
 - c. Print room / reprographics
 - d. Desktop Scanners
3. Length of contract/s and end dates? (Please advise of any extensions available)
 - a. Photocopiers/MFDs
 - b. Printers
 - c. Print room / reprographics
4. Number of devices?

- a. Photocopiers/MFDs
- b. Printers
- c. Print room / reprographics
- d. Desktop Scanners
- 5. Details on how these were procured. i.e. By Framework
 - a. Procurement method
 - b. If Framework, please state which framework was utilised
- 6. Do you have any print management software e.g. PaperCut, Equitrac? If so, which software?
- 7. Does the Authority have a Hybrid or Digital Mail Service, if so, who supplies this and when does the contract expire?
- 8. Do you utilise any Document and / or Content Management systems, if so, which?

Our Response

We can confirm, as per Section 1(1) of the Freedom of Information Act 2000, the ICB holds some of the information you have requested.

- 1. Companies contracted to provide the following:
 - a. The contracted company is HP Apogee, except Quadrant and Youth Village offices, which use Konica Minolta.
 - b. We can confirm, as per Section 1(1) of the Freedom of Information Act 2000, the ICB on this occasion is not able to provide the requested information. In line with your rights under section 1(1)(a) of the Act to be informed whether information is held, we confirm the ICB does not hold any of the information requested. The IT Service is managed by North of England Commissioning Support (NECS). In accordance with our duty under s.16 of the FOIA to provide reasonable advice and assistance to an individual requesting information, their email address is necsu.foi@nhs.net
 - c. The ICB does not use print room/reprographics.
 - d. Please refer to the response to question 1b, the IT Service is managed by NECS.
- 2. Manufacturers of equipment used for the following (if different to Q1)
 - a. Please refer to the response to question 1a.
 - b. Please refer to the response to question 1b.
 - c. Please refer to the response to question 1c.
 - d. The manufacturer is Ricoh / Fujitsu. The ICB also has scanning functions built into photocopiers.
- 3. In terms of lengths of contracts and end dates:
 - a. Sunderland, Northumberland and North Tyneside all renewed 5-year contracts in 2020 with end dates of 2025. North Cumbria renewed 2022, with end date 2027.
 - b. Please refer to the response to question 1b.
 - c. Please refer to the response to question 1c.
- 4. Information held on number of devices:
 - a. There are 15 photocopiers/MFDs
 - b. The IT Service is managed by NECS. The ICB has 60 printers recorded across the ICB estate.
 - c. Please refer to the response to question 1c.
 - d. The IT Service is managed by NECS. 4 desktop scanners are recorded throughout the ICB estate plus 15 photocopier scanning functions.

5. With regard to procurement, these items were originally procured by Clinical Commissioning Groups in each ICB locality. NENC ICB does not hold accurate detail of how this was procured in each ICB locality.
6. The IT Service is managed by NECS. The management software is Papercut.
7. The ICB uses NHS Mail.
8. NENC ICB do not use a document management system.

In accordance with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log. Therefore, a version of our response which will protect your anonymity will be posted on the NHS ICB website <https://northeastnorthcumbria.nhs.uk/>.

If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me on the above telephone number or at the above address.

If you are unhappy with the service you have received in relation to your request and wish to request a review of our decision, you should write to the Senior Governance Manager using the contact details at the top of this letter quoting the appropriate reference number.

If you are not content with the outcome your review, you do have the right of complaint to the Information Commissioner as established by section 50 of the Freedom of Information Act 2000. Generally, the Information Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by the North of England Commissioning Support Unit.

The Information Commissioner can be contacted at:

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

www.ico.org.uk

Any information we provide following your request under the Freedom of Information Act will not confer an automatic right for you to re-use that information, for example to publish it. If you wish to re-use the information that we provide and you do not specify this in your initial application for information then you must make a further request for its re-use as per the Re-Use of Public Sector Information Regulations 2015 www.legislation.gov.uk . This will not affect your initial information request.

Yours sincerely

S Davies

S Davies
Information Governance Officer