

Information Governance
Wrightington Hospital
Hall Lane
Appley Bridge
Lancashire
WN6 9EP

Tel: 01257 256284
Email: FOI@wwl.nhs.uk
Web: www.wwl.nhs.uk

Ref: FOI2019/5637

Date Received: 4th September 2019

Response Due: 2nd October 2019

19th September 2019

Dear

INFORMATION REQUEST UNDER THE FREEDOM OF INFORMATION ACT 2000

You asked:

I am writing to you under the Freedom of Information Act 2000 to request information from your NHS Trust concerning induction of labour at your maternity service. The information will form part of a research project, so I am very grateful for your kind attention to this request.

The following parts of this request are limited to documents created, circulated, and/or distributed between April 2018 and March 2019, inclusive:

- 1. All Trust guidelines and all staff guidelines that contain information regarding induction of labour, including but not limited to indications for induction of labour, the risks and/or benefits of induction of labour, best clinical practices concerning induction of labour, and/or guidance for counselling patients concerning induction of labour.**

Please see the attached information.

- 2. All leaflets, posters, form letters, information sheets, or other similar products provided to patients that contain information concerning induction of labour, including but not limited to indications for induction of labour, the risks and benefits of induction of labour, and/or clinical information about induction of labour.**

Please see the attached information.

3. All minutes of meetings of Trust personnel at which Trust policies, communications and/or guidelines related to induction of labour were discussed.

Please see the attached information.

4. All email communications between Trust personnel and/or between Trust personnel and other public employees/officials (inclusive) that mention existing or proposed Trust policies and/or guidelines regarding induction of labour.

We do not have an email filtering service that can review all the contents of emails to filter out the requested information.

If we were to use a manual process to check for this information, this request would take in excess of the 18 hours stipulated by the ICO.

Refusal Notice for Question 4 - The information that you have requested is exempt under Section 12 of the Freedom of Information Act because it will take more than 18 hours to retrieve and extract the relevant information.

12. — (1) Section 1(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit.

Regulation 4(3) of the Fees Regulations states that a public authority can only take into account the costs it reasonably expects to incur in carrying out the following permitted activities in complying with the request:

- determining whether the information is held;
- locating the information, or a document containing it;
- retrieving the information, or a document containing it; and
- extracting the information from a document containing it.

All public authorities should calculate the time spent on the permitted activities at the flat rate of £25 per person, per hour.

This means that the appropriate limit will be exceeded if it would require more than 18 hours work for all public authorities.

If the information is held for the calendar year rather than the financial year, then please amend the request to apply to calendar year 2018.

I trust that this information is helpful to you, however if you are not entirely satisfied with this response please do not hesitate to contact the Information Governance Department on 01257 488271. If we do not hear from you within 28 days we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Andrew Foster
Chief Executive

PLEASE NOTE:

The information supplied to you continues to be protected by the Copyright, Designs and Patents Act 1988. You are free to use it for your own purposes, including any non-commercial research you are doing and for the purposes of news reporting. Any other reuse, for example commercial publication, would require the permission of the copyright holder. You must ensure you gain their permission before reproducing any third party information.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Wrightington Hospital, Hall Lane, Appley Bridge, Wigan, WN6 9EP

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision. Generally the ICO cannot make a decision unless you have exhausted the complaints procedure at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF