

Date: 10<sup>th</sup> November 2025  
Ref: CORP 25/26 - 159

Dear xxx

**Freedom of Information request: Information Governance and Records Management Structure (CORP 25/26 – 159)**

Thank you for your request for information which the Trust received on 28<sup>th</sup> October 2025.

Your Request:

*Details of your organisation's Information Governance (IG) and Records Management teams:*

1. *The organisational hierarchy and structure of these teams;*
2. *The reporting lines and positions within each; and*
3. *The placement and role of the Data Protection Officer (DPO) within this structure.*

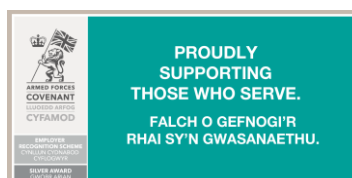
Please find the Trust's response below:

The Trust is applying a Qualified Exemption under Section 21 – Information accessible to the applicant by other means, the legislation in this instance states:

- (1) *Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.*
- (2) *For the purposes of subsection (1) -*
  - (a) *information may be reasonably accessible to the applicant even though it is accessible only on payment, and*
  - (b) *information is to be taken to be reasonably accessible to the applicant if it is information which the public authority or any other person is obliged by or under any enactment to communicate (otherwise than by making the information available for inspection) to members of the public on request, whether free of charge or on payment.*
- (3) *For the purposes of subsection (1), information which is held by a public authority and does not fall within subsection (2)(b) is not to be regarded as reasonably accessible to the applicant merely because the information is available from the public authority itself on request, unless the information is made available in accordance with the authority's publication scheme and any payment required is specified in, or determined in accordance with, the scheme.*

The application of a Qualified Exemption under Section 21 of the Act is because the information is readily available within the following report (from page 107): <https://velindre.nhs.wales/about-us/quality-safety-performance/quality-safety-performance-2024/public-quality-safety-performance-committee-11072024/>

Mae Ymddiriedolaeth GIG Prifysgol Felindre yn hapus i dderbyn gohebiaeth yn y Gymraeg neu'r Saesneg.  
Velindre University NHS Trust is happy to receive communication in Welsh or English.



I trust this answers your request for information, however, should you not be satisfied with the information supplied or the process of supplying it, you have a right to complain and request a review. Please note that you must submit a request for a review within 40 days of the date of this letter.

You should forward your complaint to:

Mr Ian Bevan via [FOI.VUNHST@wales.nhs.uk](mailto:FOI.VUNHST@wales.nhs.uk)  
Head of Information Governance  
Velindre University NHS Trust  
2, Charnwood Court  
Heol Billingsley  
Parc Nantgarw  
Cardiff  
CF15 7QZ

Should you wish to take your complaint further, if you are still unhappy with the decision after review, you can contact the:

Information Commissioner's Office - Wales  
2nd Floor,  
Churchill House,  
Churchill Way,  
Cardiff,  
CF10 2HH  
Telephone: 0330 414 6421  
email: [wales@ico.org.uk](mailto:wales@ico.org.uk)

Yours sincerely

**Non Gwilym**  
**Interim Director of Corporate Governance**  
Velindre University NHS Trust  
2 Charnwood Court  
Heol Billingsley  
Parc Nantgarw  
Cardiff  
CF15 7QZ

Mae Ymddiriedolaeth GIG Prifysgol Felindre yn hapus i dderbyn gohebiaeth yn y Gymraeg neu'r Saesneg.  
Velindre University NHS Trust is happy to receive communication in Welsh or English.

