



Bwrdd Iechyd
Addysgu Powys
Powys Teaching
Health Board

Information Governance Team
Hafren Ward
Bronllys Hospital
Bronllys
Brecon
Powys LD3 0LY
Email: Powys.FOI@wales.nhs.uk
Tel: 01686 252159/01874 442071

Our ref: IG/FOI/23.R.433

11 December 2023

Sent via email to: [REDACTED]

Dear [REDACTED]

Request under the Freedom of Information Act 2000

I write further to your request for information which was received on 5 December 2023, to confirm, in accordance with S.1(1)(a) of the Freedom of Information Act 2000, that Powys Teaching Health Board (PTHB partly holds the information that you require.

For ease of reference your request is set out below and our response follows:

Your Freedom of Information (FOI) Request:

1. Please could you furnish me with any policy you or government guidelines have on advertising private companies.
2. [british-sign.co.uk](https://www.british-sign.co.uk) is the trading name of Lisia Digital Limited which you can find in their privacy policy here: <https://www.british-sign.co.uk/privacy-policy/>

This limited company (<https://www.lisiadigital.gg/>) is registered in Guernsey and you can search the registry here: <https://portal.guernseyregistry.com/> where the official is listed as Mr Simon Thomas Harvey. The company sells online materials for BSL learning,

This private business has a fingerspelling generator, <https://www.british-sign.co.uk/fingerspelling-word-generator/> which generates an image of fingerspelling of whatever you ask it to which can be saved to your computer. The company's website address is displayed in the corner, i.e. advertising. This image has been added to an email signature, which displays a person's name and it also carries advertising for a company.

Please could you tell me how many staff have added an image of this fingerspelling generator to your organisation's email signature.

Pencadlys
Tŷ Glasbury, Ysbyty Bronllys,
Aberhonddu, Powys LD3 0LU
Ffôn: 01874 711661



Headquarters
Glasbury House, Bronllys Hospital
Brecon, Powys LD3 0LU
Tel: 01874 711661

Rydym yn croesawu gohebiaeth Gymraeg
Bwrdd Iechyd Addysgu Powys yw enw gweithred Bwrdd Iechyd Lleol
Addysgu Powys



We welcome correspondence in Welsh
Powys Teaching Health Board is the operational name of
Powys Teaching Local Health Board

Powys Response:

Q1 Advice and guidance to staff on issues relating to advertising and sponsorship can be found in the health board's Standards of Behaviour Policy incorporating Declarations of Interest, Gifts, Hospitality and Sponsorship. Please see FOI 23.R.433 Attachment 1.

Further guidance to staff on appropriate use of email is contained in the All-Wales Email Use Policy. Please see FOI 23.R.433 Attachment 2.

Q2 I can confirm that PTHB does not centrally hold information about staff email signatures. To answer your question this would require a manual trawl of all staff email accounts. We estimate that the cost of complying with your request would exceed the fees limit of £450 set by the Freedom of Information Act. We estimate that one person would need to spend 3½ working days to determine whether the Health Board holds the information, and locating, retrieving, and extracting the information. Under section 12 of the Freedom of Information Act the Health Board is therefore not obliged to comply with this part of your request.

Our Equalities and Welsh Language Team provides good practice guidance to staff on email signatures. Please see FOI 23.R.433 Attachment 3.

Should you need any further assistance, please do not hesitate to contact me at the address below.

If you are dissatisfied, with the way your request has been dealt with by PTHB, you have the right to request a review in which case you should write to:

Chief Executive
Powys Teaching Health Board Headquarters
Glasbury House
Bronllys Hospital
Bronllys
Brecon
Powys LD3 0LY

If you are still dissatisfied at the end of the review, you may complain to the Information Commissioner, who can be contacted at the following address:

Information Commissioner's Office - Wales
2nd Floor,
Churchill House,
Churchill Way,
Cardiff, CF10 2HH
Tel: 029 2067 8400 Fax 029 2067 8399
www.ico.org.uk twitter.com/iconews

Rydym yn croesawu derbyn gohebiaeth yng Nghymraeg. Byddwn yn ateb y fath ohebiaeth yng Nghymraeg ac ni fydd hyn yn arwain at oedi. We welcome receiving correspondence in Welsh. We will reply to such correspondence in Welsh and this will not lead to a delay.

Yours sincerely



Debra Wood-Lawson
Director of Workforce & Organisation Development