



DATE:	18 May 2018	FOI REQUEST NO:	006_1819
<p>Please can you supply information by email under the Freedom of Information Act to these questions:</p> <ol style="list-style-type: none">1) Does your Board / Corporate Manager (the person tasked with managing your Fire Service board, senior management and committee meetings) use a board portal / software supplier for paperless board meetings? South Wales Fire and Rescue Services Executive Leadership Team and Senior Management Team have electronic agendas sent by e-mail with the relevant documents embedded and all Our Fire Authority members receive their agendas electronically via E-mail.2) If yes to the above can you please tell me the name of the supplier, contract expiry and contract review date? N/A3) If yes can you also please tell me how many users there are and the spend on this software in the last 12 months? N/A4) Can you also provide me with contact details for your Board/Corporate manager (full name, job title, contact number and direct email address) ? With regard to your request for direct contact details, SWFRS operates a single point of contact policy. All callers are requested to contact the Service via HQ Reception on 01443 232000. The call will be directed to the most appropriate department/individual to deal with your call. This is the same for email correspondence. Please direct all emails enquiries to swfs@southwales-fire.gov.uk so that your request can be directed as appropriate. This policy is in operation to ensure that calls/emails are dealt with more efficiently – as structures/posts can change, this prevents emails being sent to individuals whose role may have changed. It also prevents individuals from receiving unwarranted calls/correspondence.5) If the person responsible for the contact differs from this individual please can you also supply their full contact details? N/A			
