

Ref: FOI/GS/ID 6381

Please reply to:
FOI Administrator
Trust Management
Maidstone Hospital
Hermitage Lane
Maidstone, Kent
ME16 9QQ
Email: mtw-tr.foiadmin@nhs.net

16 November 2020

Freedom of Information Act 2000

I am writing in response to your request for information made under the Freedom of Information Act 2000 in relation to Post room and franking.

You asked:

1) How many 2nd Class letters were franked through your hospital's franking machine(s) in the past 12 months:

2) What is the franking charge currently being paid for a standard size 2nd Class letter?

3) What is the name of the person responsible for the Trust's Postal budget?

4) Are your post room staff NHS employees or has the post room function been outsourced to an external company and if so, when does the contract end?

Trust response:

Maidstone Hospital: This is for a full year (Nov 2019-Nov 2020):

1) Nov 2019-Nov 2020 = 100502

2) Average = £0.42p

Tunbridge Wells Hospital: April-September 2020

1) Apr-Sept 2020 = 39690 / 12mth average = 79380

2) Average = £0.56p

Both Sites:

3) Maidstone & Tunbridge Wells NHS Trust receives a number of requests for details relating to the professional lives of our staff from private individuals and organisations, some of whom are involved in recruitment and marketing. We are aware that approaches from some of these organisations, as a result of any disclosure on our part, may lead to damage and distress to individuals whose roles and responsibilities would not normally be public facing or a level

where the expectation would be that this information should be in the public domain. On very rare occasions it might be considered in the public interest to disclose some information but in such cases the views of the individual staff concerned is always sought.

The Trust has therefore decided that in future all such requests will normally be refused using the limitations available under Section 10 and Section 11 of the Data Protection Act 1998.

The information you have requested is therefore exempt under Section 40 of the Freedom of Information Act 2000.

This role falls under the remit of the Director of Estates and Facilities. The Trust Executive structure chart and details of the above positions is available on the Trust website www.mtw.nhs.uk

To contact members of the board, please contact the Executive secretarial team on telephone 01622 226412.

4) NHS Employees