



**Maidstone and  
Tunbridge Wells**  
NHS Trust

Ref: FOI/GS/ID 6794

**Please reply to:**  
FOI Administrator  
Trust Management  
Maidstone Hospital  
Hermitage Lane  
Maidstone, Kent  
ME16 9QQ  
Email: [mtw-tr.foiadmin@nhs.net](mailto:mtw-tr.foiadmin@nhs.net)  
[www.mtw.nhs.uk](http://www.mtw.nhs.uk)

23 June 2021

### 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 facilities management services.

*You asked (quoted directly from the request):*

*1. Please could you provide the information requested in the table for each of your main sites as identified below.*

*Hard FM*

*Cleaning*

*Portering*

*Patient Catering*

*Staff / Visitor Catering*

*Security*

*2. Please could you also confirm the contact details including name, job title and email address for the relevant officer in the Trust (e.g. Director of Estates and Facilities) for these services?*

Trust response:

1.

Service	Inhouse (please tick)	Outsource (please tick)	Name of Service Provider	Contract Start Date	Contract End Date	Retender Date	Annual Expenditure
Hard FM	Yes						
Cleaning	Yes						
Portering	Yes						
Patient Catering	Yes						
Staff / Visitor Catering	Yes						
Security		Yes	**	**	**	**	**

\*\* Under Section 21 of the Act we are not required to provide information in response to a request if the information is already reasonably accessible to you. The information you requested is available from the trust website [WWW.MTW.NHS.UK](http://www.mtw.nhs.uk) Please enter Car Parking Management Services and Security Services Management into the search box and the response will be shown. Alternatively please use the following link:

<http://www.mtw.nhs.uk/wp-content/uploads/2021/04/Car-Parking-Management-Services-and-Security-Services-Management.-150421.pdf>

2.

This role falls under the remit of the Estates & Facilities Management Director Doug Ward. 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.

The Trust follows guidance issued by the Information Commissioner's Office on the disclosure of personal data including direct contact details.

Information relating to staff that is not currently publically available on our website will not be released under Freedom of Information Act 2000 Section 40(2) (personal information) as it relates to the personal information of employees.

The Trust Executive structure chart is available on the Trust website [www.mtw.nhs.uk](http://www.mtw.nhs.uk)