

Ref: FOI/GS/ID 7288

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

22 March 2022

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 Risk Management.

You asked:

- 1. Please provide a copy of your organisations Risk Management Strategy*
- 2. Please provide a copy of your organisations Risk Management Policy if this is a separate document to the Strategy*
- 3. Please provide your organisations Risk Appetite Statement*
- 4. Please provide your organisations approach to risk tolerance*
- 5. Please provide the minutes and any associated papers from the last meeting where your Board of Directors reviewed the Trust's risk appetite statement and setting the risk tolerance levels within the organisation*
- 6. Please provide a copy of your organisations latest Corporate Risk Register Report*
- 7. Please provide a copy of your organisations latest Board Assurance Framework*
- 8. Please provide a copy of your latest Risk Management Internal Audit report*
- 9. Please confirm how your organisation records risk – do you use a system, if so which system e.g. in house, Ulysses, Datix, Radar etc, or do you use excel spreadsheets?*
- 10. Please provide the risk management role structure within your organisation including the Banding of these roles*

Trust response:

1. This part of the Risk Management Policy and Procedure (RMP&P), mainly in the Summary (pg.4) and Section 1
2. See attached Risk Management Policy and Procedure
3. See Sections 6.3 and 6.4 of RMP&P

4. See Section 6 of RMP&P
5. The risk appetite statement and explanation on risk tolerance is outlined in the RMP&P. This was last ratified by the Board on 7th September 2017. The papers and minutes are available here - [Agenda-and-reports-Part-1-September-2017.pdf \(mtw.nhs.uk\)](#). Otherwise risk tolerance levels are set more locally at Directorate and Divisional Governance as part of the process for managing risk.
6. See attached – Please note: The Trust has removed some of the descriptive fields as these may contain personal information.
7. The Trust Board agreed in April 2021 that its Board Assurance Framework (BAF) would be replaced from 2021/22 onwards, with the monitoring and reporting of the objectives within the Trust's that the "Strategy Deployment" process. That work is currently reported within the Integrated Performance Report (IPR), the latest version of which is available on the Trust's website, as part of the agenda and reports for the Trust Board meeting on 24/02/22, at <http://www.mtw.nhs.uk/wp-content/uploads/2022/02/Trust-Board-agenda-and-reports-February-2022.pdf>
8. I have been unable to provide this within the FOI timeframe. If you still require this information can you please let me know.
9. Datix
10. Duties are explained throughout Section 3 of the attached RMP&P and Banding will vary. The Risk and Compliance Manager is Band 8a.



Risk management
policy and procedur



Copy of Trust risk
register 100322.xlsx