

Ref: FOI/GS/ID 7099

**Please reply to:**  
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Trust Management  
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[www.mtw.nhs.uk](http://www.mtw.nhs.uk)

30 May 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 Organisational structure charts.

*You asked:*

*Would you be able to provide me with the organisational structure charts for the following departments please?*

- a. Information Technology (IT/ICT)*
- b. Finance Department*
- c. Procurement Department*
- d. Facilities*
- e. HR*

Trust response:

a. Information Technology - 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 using the following link/s:

<https://www.mtw.nhs.uk/freedom-of-information/> the link should take you to the Freedom of Information page where the information can be found at the bottom of the page.

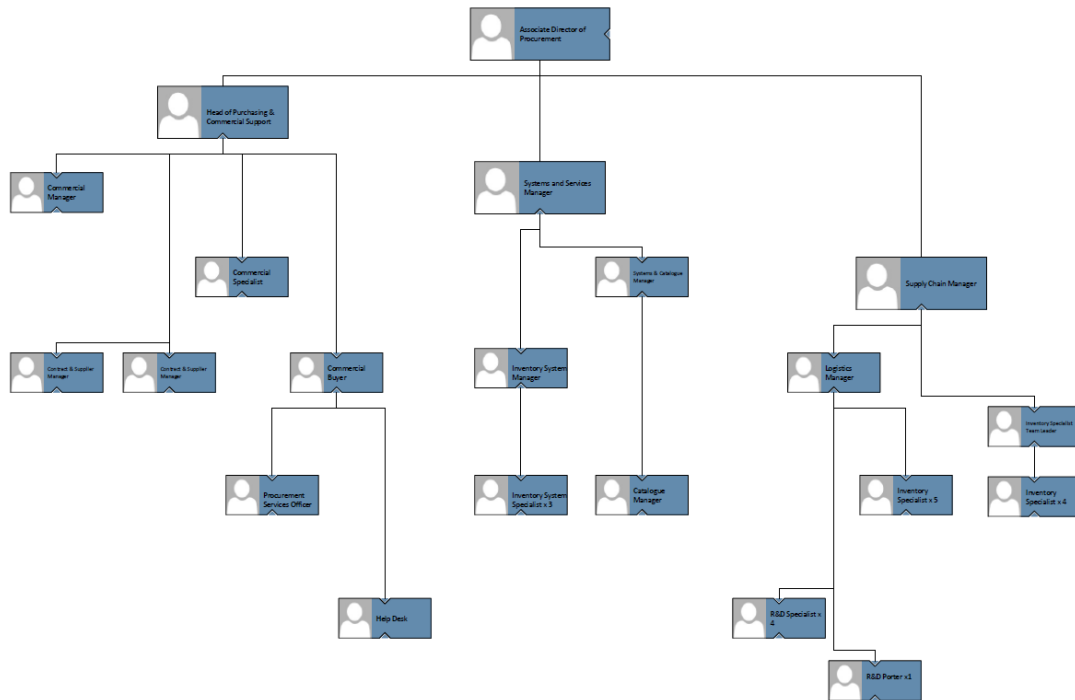
Alternatively, from our website home page, click the Freedom of Information Tab, and information can be found at the bottom of the page.

This information will be updated on a regular basis and further more detailed information will not be released under Section 40 of the Act.

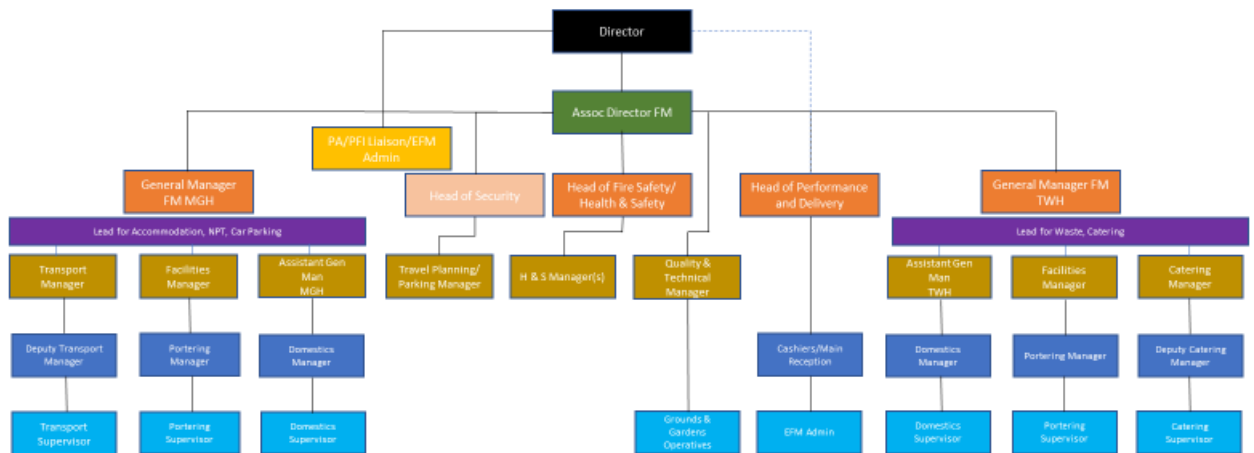
b. Finance - Current data in tabular format rather than graphical.

		WTEs
DIRECTOR OF FINANCE	Director of Finance	1
DIRECTOR OF FINANCE	PA to Director	0.96
DIRECTOR OF FINANCE	Deputy Director of Finance (Financial Governance)	1
DIRECTOR OF FINANCE	Deputy Director of Finance	1
MANAGEMENT ACCOUNTS	Head of Financial Management	1
MANAGEMENT ACCOUNTS	Management Accountant	7.6
MANAGEMENT ACCOUNTS	Finance Manager	5
MANAGEMENT ACCOUNTS	Senior Finance Manager	1
MANAGEMENT ACCOUNTS	Senior Management Accountant	1
STRATEGIC FINANCE AND SLA	Head of Service Level Agreements & Income	1
STRATEGIC FINANCE AND SLA	Contracts Manager	1.72
STRATEGIC FINANCE AND SLA	Overseas Visitor Manager	1
STRATEGIC FINANCE AND SLA	Finance Manager - Income	1
STRATEGIC FINANCE AND SLA	Finance Manager	1
STRATEGIC FINANCE AND SLA	Head of Costing & SLR	1
STRATEGIC FINANCE AND SLA	Assistant Overseas Visitor Manager	1
STRATEGIC FINANCE AND SLA	Costing & Pricing Financial Analyst	1
STRATEGIC FINANCE AND SLA	Finance and Contracts Accountant	1
STRATEGIC FINANCE AND SLA	Finance and Control Assistant	1
STRATEGIC FINANCE AND SLA	Assistant Contracts Manager	1
STRATEGIC FINANCE AND SLA	Apprentice Administration Support Clerk	1
FINANCIAL SERVICES	Head of Financial Services	1
FINANCIAL SERVICES	Deputy Head of Financial Services	1
FINANCIAL SERVICES	Team Leader	1
FINANCIAL SERVICES	Financial Accountant	1
FINANCIAL SERVICES	Senior Technical Officer	0.8
FINANCIAL SERVICES	Technical Team Leader	1
FINANCIAL SERVICES	Account Receivables Officer	1
FINANCIAL SERVICES	Technical Accounts Officer	1
FINANCIAL SERVICES	Account Payables Officer	4
FINANCIAL SERVICES	Team Leader	1
FINANCE SYSTEMS	Head of Finance Systems	1
FINANCE SYSTEMS	Systems Accountant	1

c. Procurement - Please see the following table.



d. Estates and facilities:



e. HR – I have been unable to source this information. Please let me know if you still require this and I will continue to chase.

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

Further more detailed information relating to staff that is not currently publicly 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).