

Ref: FOIA Reference 2020/21-203

Royal Stoke University Hospital
Data, Security and Protection
Newcastle Road
Stoke-on-Trent
Staffordshire
ST4 6QG

Date: 8th September 2020

Email foi@uhnm.nhs.uk

Dear

I am writing in response to your email dated 27th September 2020 requesting information under the Freedom of Information Act (2000) regarding franking

As of 1st November 2014 University Hospitals of North Midlands NHS Trust (UHM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

Q1 1) How many 2nd Class letters were franked through your Trust's franking machine(s) in the past 12 months at each of the following sites?

- **Royal Stoke University Hospital**
- **County Hospital**

A1 Please see below:

- Royal Stoke – 253,914
- County Hospital – 64,077

Q2 What is the franking charge currently being paid for a standard size 2nd Class letter?

A2 £0.43p

Q3 What is the name of the person responsible for the Trust's Postal budget?

A3 Michael Brown, Head of Soft FM

Q4 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?

A4 The staff are employed by the Trust's PFI partner, services are provided to the RSUH site as part of the PFI agreement which commenced in June 2007 and will last for over 30 years.

During this time benchmarking exercises are undertaken as defined within the contract

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

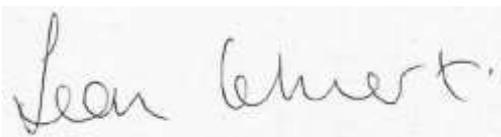
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

If following review of the responses I can be of any further assistance please contact my secretary on 01782 671612.

Yours,



Jean Lehnert
Data, Security & Protection Manager



University Hospitals
of North Midlands
NHS Trust

