



Ref: FOIA Reference 2023/24-306

Royal Stoke University Hospital  
Data, Security and Protection

Newcastle Road  
Stoke-on-Trent  
Staffordshire  
ST4 6QG

Date: 7<sup>th</sup> September 2023

Email [foi@uhn.nhs.uk](mailto:foi@uhn.nhs.uk)

Dear,

I am writing to acknowledge receipt of your email dated 16th August 2023 requesting information under the Freedom of Information Act (2000) regarding organisational charts for Procurement.

As of 1<sup>st</sup> November 2014 University Hospitals of North Midlands NHS Trust (UHNM) 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 I would like to request the following records under the Freedom of Information Act.**

- 1. The organisational chart for your procurement department, including logistics and warehousing and other associated sub-units of the procurement and purchasing function.**

**Please include the job titles and Agenda for Change banding. For those instances where there are multiple people employed in the same role (for example, by way of a hypothetical: “contract manager” or “materials manager”), please include a headcount and FTE for that role.**

**Please also include the names of people on this organisational chart only where appropriate. I appreciate that many of the people on the chart will be too junior to have their names released and I would ask that you redact them.**

- A1 See attached: Note as per UHNM policy we do not release names of employees under a band 7

**Q2 A breakdown of your procurement department staff headcount in each Agenda for Change band by gender and ethnicity.**

- A2 Refer to the attached spreadsheet

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

***UHNM NHS Trust is a public sector body and governed by EU law. FOI requestors should note that any new Trust requirements over the EU threshold will be subject to these regulations and will be advertised for open competition accordingly.***

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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](http://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,



**Rachel Montinaro**  
Data Security and Protection Manager - Records