



Ref: FOIA Reference 2023/24-075

Date: 18th May 2023

Email foi@uhnm.nhs.uk

Dear

I am writing to acknowledge receipt of your email dated 4th May 2023 requesting information under the Freedom of Information Act (2000) regarding post

As of 1st 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 Under the Freedom of Information Act 2000, I would like to request the following information in regards to use of postal services by University Hospitals of North Midlands NHS Trust:

How many letters were sent via post?

A1 1056778 mail items

Q2 How many appointment and appointment reminder letters sent via post?

A2 Information not held

Q3 How many change of appointment letters sent via post

A3 Information not held

Q4 How much is spent on post for change of appointment letters?

A4 Information not held

Q5 How many pre-admission and pre-arrival letters sent via post?

A5 Information not held

Q6 How much is spent post for pre-admission and pre-arrival letters?

A6 Information not held

Q7 How many pages are in the average letter sent via post?

A7 Information not held

Q8 How much is the total printing costs of letters sent via post?

A8 Information not held

Q9 How much is the total stamp / franking costs of letters sent via post

A9 £621,441.77 (for franked mail only for 22/23)

Q10 How much is spent on post in total

If it is possible, I would like this information to be shared across a 5 year period, up until 31st March 2023. If it is not possible to retrieve the data in this exact format, then please share what is available.

A10 £3,358,662.39 (for franked mail only for 22/23)

*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.

Where the Trust owns the copyright in information provided, you may re-use the information in line with the conditions set out in the Open Government Licence v3 which is available at <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>. Where information was created by third parties, you should contact them directly for permission to re-use the information.

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,



Rachel Montinaro
Data Security and Protection Manager - Records