

Information Governance

Charter House
7 Alma Street
Luton
LU1 2PJ

Email elft.foi@nhs.net

Website: <https://www.elft.nhs.uk>

1st September 2022

Our reference: FOI DA4320

I am responding to your request for information received **9th August 2022**. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,



Shuchi Joshi
Information Governance Coordinator – Information Rights

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113
Web: www.ico.org.uk

Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention



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Chief Executive: Paul Calaminus
Interim Chair: Eileen Taylor

Request: I would like to ask for admin staffing information for Newham mental health services (to include admin and receptionists) for 1st February 2022.

I would like to ask for the below information for all mental health teams in Newham, to include:

- CIMHS
- EIS
- Newham learning disability service
- Newham inpatient mental health wards

Question 1: How many administrators worked for Newham CRT community at the time and CRT in-patients

Answer: 12

Question 2: I would also like to ask for their banding (eg band 4 or band 5 etc)

Answer: 2 x Band 5 Administrators
8 x Band 4 Administrators
2 x Band 3 Administrators

Question 3: whether they worked full time or part time (if not full time what percentage)

Answer: 12 x whole time equivalent.

Question 4: I would like to also know if there were any vacant posts

Answer: There was one position vacant at the time.

Question 5: I am unclear if I have the right to ask for the names of the relevant employees. If yes, this information would be appreciated as well.

Answer: The Trust has reviewed question 5 of your request for information under the Freedom of Information Act (FOI) 2000.

The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.

Section 40 for the FOI Act states:

(2) This exemption covers the personal data of third parties (anyone other than the requester) where complying with the request would breach any of the principles in the UK GDPR. It is not the Trust's policy to provide names of administrative staff.

Question 6: How many administrators worked for CIMHS, EIS & Newham inpatient mental health wards at the time

Answer: 22

Question 7: I would also like to ask for their banding (eg band 4 or band 5 etc)

Answer: 3 x Band 5 Administrators
15 x Band 4 Administrators
2 x Band 3 Administrators
2 x Apprentices



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Question 8: whether they worked full time or part time (if not full time what percentage)

Answer: 20 x whole time equivalent.
2 x part time.

Question 9: I would like to also know if there were any vacant posts

Answer: There were three positions vacant at the time, including one apprentice post.

Question 10: I am unclear if I have the right to ask for the names of the relevant employees. If yes, this information would be appreciated as well.

Answer: The Trust has reviewed question 10 of your request for information under the Freedom of Information Act (FOI) 2000.

The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.

Section 40 for the FOI Act states:

(2) This exemption covers the personal data of third parties (anyone other than the requester) where complying with the request would breach any of the principles in the UK GDPR. It is not the Trust's policy to provide names of administrative staff.



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