

Information Governance

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02 August 2023

Our reference: FOI DA4723

I am responding to your request for information received 4 May 2023. I am sorry for the delay in responding to your request. 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,

Information Rights Coordinator

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



We promise to work together creatively to: learn
'what matters' to everyone, achieve a better quality
of life and continuously improve our services.
We care . We respect . We are inclusive

Chief Executive: Paul Calaminus
Chair: Eileen Taylor

Request: Under the Freedom of Information Act 2000, I would like to request the following information in regards to use of postal services by East London NHS Foundation Trust:

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.

Question 1: How many letters were sent via post?

Answer: The Trust has reviewed question 1 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

*Any person making a request for information to a public authority is entitled—
(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
(b) if that is the case, to have that information communicated to them.*

East London NHS Foundation Trust does not record the number of letters sent by post and is therefore unable to provide a response.

Question 2: How many appointment and appointment reminder letters sent via post?

Answer: The Trust has reviewed question 2 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

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Question 3: How many changes of appointment letters sent via post?

Answer: The Trust has reviewed question 3 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

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Question 4: How much is spent on post for change of appointment letters?

Answer: The Trust has reviewed question 4 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:



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Question 5: How many pre-admission and pre-arrival letters sent via post?

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

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Question 6: How much is spent post for pre-admission and pre-arrival letters?

Answer: The Trust has reviewed question 6 of your request for information under the Freedom of Information Act (FOI) 2000.

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Question 7: How many pages are in the average letter sent via post?

Answer: The Trust has reviewed question 7 of your request for information under the Freedom of Information Act (FOI) 2000.

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Question 8: How much is the total printing costs of letters sent via post?

Answer: The Trust has reviewed question 8 of your request for information under the Freedom of Information Act (FOI) 2000.

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Question 9: How much is the total stamp / franking costs of letters sent via post?

Answer: The Trust has reviewed question 9 of your request for information under the Freedom of Information Act (FOI) 2000.

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Question 10: How much is spent on post in total?

Answer: Please see table below:

Postage Expenditure					
Year	2019	2020	2021	2022	2023
Total	£242844.97	£131002.95	£100830.20	£180351.10	£100285.25



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