

Trust HQ
Edward Jenner Court
1010 Pioneer Avenue
Brockworth
Gloucester
GL3 4AW

Direct Tel: 0300 421 7113
E-mail: 2gnft.Information-Freedom@nhs.net
Website: www.2gether.nhs.uk

21 May 2019

Freedom of Information Request – Ref: FOI 011-1920

Thank you for your recent Freedom of Information request about staffing. Please find our response below. Please note that we are unable to answer question 3 as individual Job Descriptions are not held centrally and to undertake the work involved in collating this information would take us over 18 hours. However, in the interests of openness and transparency we have provided answers to the other questions in your request.

1. How many staff (whole time equivalent - WTE) do you have supporting each of the following areas within your organisation?

Information Governance (WTE)	Freedom of Information and Subject Access (WTE)	Equality and Inclusion (WTE)	Complaints (& PALS – if you have this service) (WTE)	Health & Safety (WTE)	Estates (WTE)	Corporate Governance & Compliance (WTE)
0.5 WTE	FOI – 1 WTE SARS – 1.75 WTE	This is included in the role of Director of HR, however it is the responsibility of all staff.	4 WTE for Complaints and PALS	1.3 WTE	15.65 WTE	1.5 WTE

2. Please can you provide me with copies of the organisational structures for the above areas please including the banding of the posts?

N.B I would like the salary range for the post and not the exact salary of individuals within those posts.

Please see the attached supporting document.

3. Please could you provide me with copies of the job descriptions for the posts identified above, across the requested service areas. **See above.**

4. For the years 2017/18 and 2018/19 can please provide me with the **total number** of each of the below:

	2017/18	2018/19
FOI Requests	321	364
Subject Access Requests (Include Access to Health Records)	293	351
Data/IG Breaches	87	136
Equality Impact Assessments	The Trust does not hold these figures.	
Health & Safety Breaches	0	0
Data Protection Impact Assessments	The Trust does not hold these figures.	
Complaints	65	74
Patient Contacts (where a PALs service is provided)	This information is publically available in the Trust's Annual Report for 2017/18 which is accessible at the following link https://www.2gether.nhs.uk/who-we-are/annual-reports/	The information you have requested will be available in the Trust's Annual Report and Accounts which will be published within the next few months on the 2gether NHS Foundation Trust's website at the following link https://www.2gether.nhs.uk/who-we-are/annual-reports/ .

Yours sincerely,

Francis Perrin

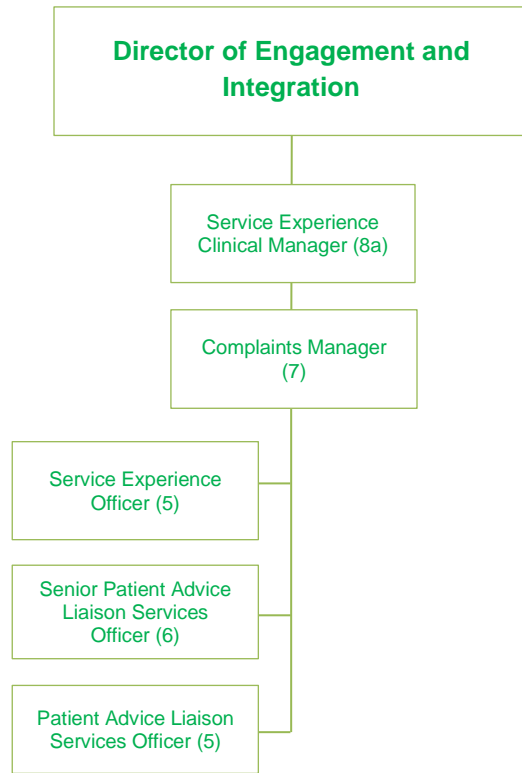
FRANCIS PERRIN
Trust Secretariat Support Officer
2gether NHS Foundation Trust

Copyright & Reuse of Public Sector Information

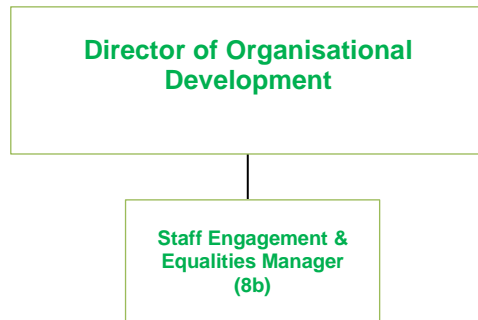
The information and material that is routinely published is subject to 2gether NHS Foundation Trust's copyright unless otherwise indicated. Unless expressly indicated on the material to the contrary, it may be reproduced free of charge in any format or medium, provided it is reproduced accurately and not used in a misleading manner. Where any of the copyright items are being re-published or copied to others, you must identify the source of the material and acknowledge the copyright status. Permission to reproduce material does not extend to any material accessed through the Trust website that is the copyright of third parties. You must obtain authorisation to reproduce such material from the copyright holders concerned. For further guidance on a range of copyright issues, see the Office of Public Sector Information (OPSI) web site: www.opsi.gov.uk/advice/crown-copyright/copyright-guidance/index.htm

or write to: OPSI, 102 Petty France, London SW1H 9AJ.

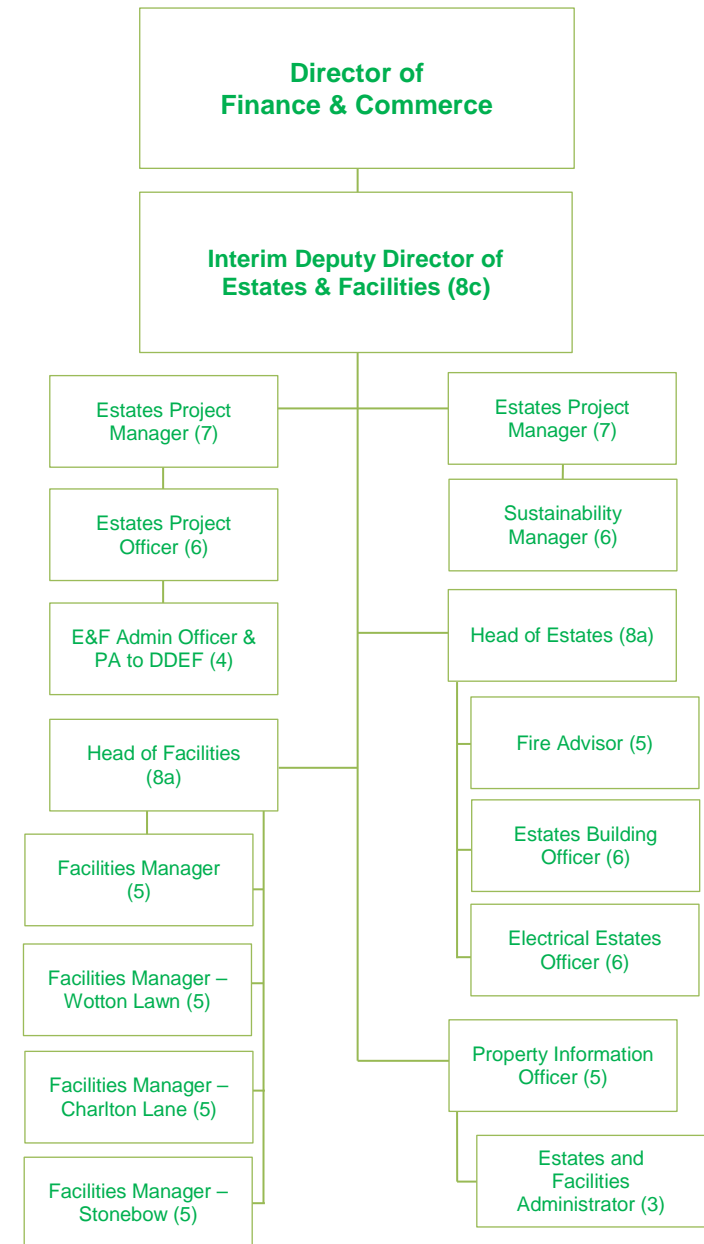
Complaints & PALS Structure



Equality and Inclusion Structure



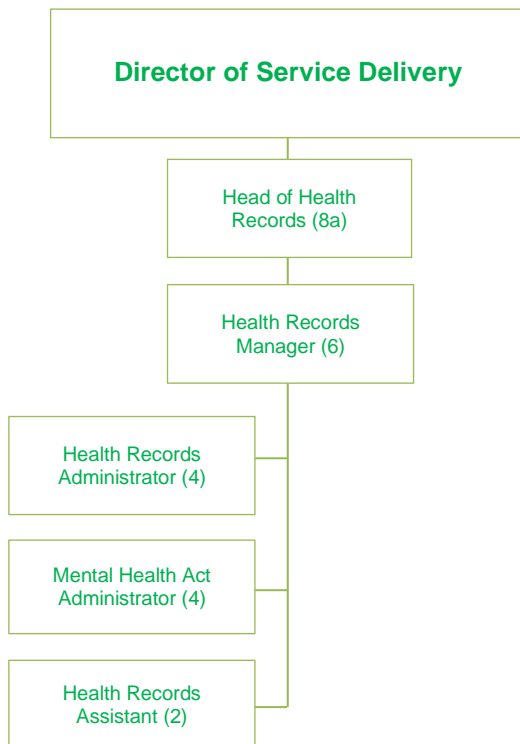
Estates Structure



Health & Safety Structure



Subject Access Structure



Information Governance, Freedom of Information, Corporate Governance (Aside from Risk Registers) Structure



Corporate Governance (Risk Registers) Structure

