

**NHS Foundation Trust** 

## **Information Governance Department**

Suite 9 Buckingham Row Brick Kiln Lane Wigan WN1 1XX

Email: foi@wwl.nhs.uk Web: www.wwl.nhs.uk

Ref: FOI/2025/10593

Date Received: 17th March 2025

Response Due: 14th April 2025

Date: 8<sup>th</sup> April 2025

Dear Sir/Madam

With reference to your request for information received on 17<sup>th</sup> March 2025, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

In your request you asked:

Please disclose the information requested herein, within the 20 working days as per the Freedom of Information Act.

For ease, and for minimal admin effort at your end, I have attached a basic template in excel format - to be populated with your response to the 6 questions (repeated per agency staff group - one per worksheet) and have kept the questions basic and the reporting time frame short. I hope this is helpful.

Please return the information in the requested format - see instructions and clarifications in the attached MS Excel file. Please do not return the data in PDF formal unless also attaching the completed Excel file along with it.

Please see the attached response.

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 40 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,

kingh

Kelly Knowles Operational Director of Finance

PLEASE NOTE:

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

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

Helpline number: 0303 123 111