

## **FOI192 Response**

### **Request**

FOI Request

- 1) How many 2nd Class letters were franked through your hospital's franking machine(s) in the past 12 months:
- 2) What is the franking charge currently being paid for a standard size 2nd Class letter?
- 3) What is the name of the person responsible for the Trust's Postal budget?
- 4) Are your post room staff NHS employees or has the post room function been outsourced to an external company and if so, when does the contract end?

## Response

- 1) How many 2nd Class letters were franked through your hospital's franking machine(s) in the past 12 months:**

From 01 November 2019 to 31<sup>st</sup> October 2020 there were 26,927 2<sup>nd</sup> Class letters franked.

- 2) What is the franking charge currently being paid for a standard size 2nd Class letter?**

The current franking charge for a standards size 2<sup>nd</sup> Class letter is 0.43p

- 3) What is the name of the person responsible for the Trust's Postal budget?**

Please note that Section 40 exemption has been applied to this question, this is because the response will pertain to personal information.

- 4) Are your post room staff NHS employees or has the post room function been outsourced to an external company and if so, when does the contract end?**

Post room staff are employed by the Trusts Wholly owned subsidiary, they are on NHS terms and conditions.