

Date: 4 November 2020

Re: Freedom of Information Request
Ref: 231-2020

Thank you for your email dated the 8th October 2020, requesting information in relation to structure charts for Estates and Facilities/Ancillary departments.

The information that you require is as follows:

The Trust does not have an Estates and Facilities/Ancillary department. Estates and Facilities are managed by our subsidiary company. The structure for Estates and Facilities within the subsidiary company is as follows:



Head of Estates & Facilities – Steve Morris

Operational Estates & Facilities Contract Manager – Andy Wilkinson

Estates Officers – Barry Mitchell & Glyn Williams

Estates Administrator - Please note that we can only provide names of the more senior staff. For all other roles, staff names are exempt under Section 40; Personal Information of the Freedom of Information Act 2000 as to release the names into the public domain is in breach of the Data Protection Act 2018 and in breach of one or more the Data Protection Principles.

Should you require any further information please do not hesitate to contact me on the email address provided below.

Please remember to quote the reference number above in any future communications.

If you are dissatisfied with the handling of your request, you have the right to ask for this to be investigated internally.

If you are dissatisfied with the information you have received, you have the right to ask for an internal review.

Both processes will be handled in accordance with our Trust's Freedom of Information Policy and the Freedom of Information Act 2000.

Internal investigation and internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Freedom of Information Review, The Clatterbridge Cancer Centre NHS Foundation Trust, Clatterbridge Road, Bebington, Wirral, CH63 4JY

If you are not satisfied with the outcome of the internal investigation/review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

In order for us to ensure customer satisfaction and to monitor compliance with the Freedom of Information Act 2000, we would be grateful if you could take a couple of minutes to complete a short feedback form via the link below:

<https://www.surveymonkey.co.uk/r/H39RFMM>