

Our Ref: LW/lmw/FOI.146.23
Date: 2nd June 2023

Laurie Wrench
Deputy Director of Governance
North Staffordshire Combined Healthcare NHS Trust
Lawton House
Bellringer Road
Trentham
ST4 8HH

Tel 01782 275030

Dear

Freedom of Information Act Request

I am writing in response to your e-mail of the 4th May 2023. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

Requested information:

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.

- How many letters were sent via post
- How many appointment and appointment reminder letters sent via post
- How many change of appointment letters sent via post
- How much is spent on post for change of appointment letters?
- How many pre-admission and pre-arrival letters sent via post
- How much is spent post for pre-admission and pre-arrival letters?
- How many pages are in the average letter sent via post
- How much is the total printing costs of letters sent via post

The above information is not recorded by the Trust

- How much is the total stamp / franking costs of letters sent via post

Please see below

- How much is spent on post in total

Please see below

Postage - Franking	
Year	Total
18/19	£83,250.98
19/20	£102,005.05
20/21	£104,245.36
21/22	£132,049.11
22/23	£112,268.07
5 Year Total Cost	£533,818.57

Postage Other	
Year	Total
18/19	£9,880.83
19/20	£31,429.81
20/21	£15,964.41
21/22	£12,386.31
22/23	£10,626.50
5 Year Total Cost	£80,287.86

Total Postage Cost	£614,106.43
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If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. 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: Dr Buki Adeyemo, Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal 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.

Yours sincerely

L. Wrench

Laurie Wrench
Deputy Director of Governance

