21 January 2019

Re: Request for information under the Freedom of Information Act 2000

Thank you for your email, dated 16 January 2019, making a request under the Freedom of Information Act 2000 for access to information which may be held by NHS Greater Preston Clinical Commissioning Group (CCG).

Please find detailed below NHS Greater Preston CCG’s response to your request, which is formatted as follows:-

1. Details of NHS Greater Preston CCG’s decision in regard to the information requested.
2. A schedule of all the records covered by your request.
3. A statement concerning copyright and re-use of public sector information.
4. Details of how you can appeal this decision should you wish to do so.

This letter addresses each of these parts in turn:-

1. Decision
   
   I can confirm that NHS Greater Preston CCG holds the information requested.

2. Schedule of records/FOI response

   **Request:** Please could you provide a structure chart of your finance and procurement department via e-mail, where possible including the names of each staff member.

   **Response** The CCG does not have an up to date structure chart, however, please find below the list of key staff directly employed by the CCG within the finance and contracting team (including procurement). The staff listed below are employed by NHS Chorley and South Ribble CCG and shared with NHS Greater Preston CCG.

   Jane Brownhill - Senior Finance Manager.
   Sara Daulby – Finance Manager.
   Katherine Disley – Deputy Chief Finance Officer.
   Matt Gaunt – Chief Finance & Contracting Officer.
   Tracey Hebblethwaite – Finance Manager (Procurements & Projects).
   Emma McGrath – Financial & Corporate Accountant.
Joanne Sherborne – Procurement Manager.
Carole Walmsley – Finance Manager.

This team also has support from some staff employed by NHS Midlands and Lancashire Commissioning Support Unit and embedded within the CCG. Their details can be requested by email at: england.contactus@nhs.net (writing freedom of information request in the subject bar).

3. Copy and reuse of public sector information provided in FOI response

Most of the information provided by NHS Greater Preston CCG in response to Freedom of Information Act 2000 requests will be subject to copyright protection. In the majority of cases the information will be owned by NHS Greater Preston CCG. The copyright for other information may be owned by another person or organisation, as indicated in the information itself: in this case you must apply to the copyright owner to obtain their permission.

You are free to use any information supplied for your own use, including for non-commercial research purposes. It may also be used for the purposes of news reporting. However, any other type of re-use, for example, by publishing the information or issuing copies to the public will require the permission of the copyright owner.

4. Right of appeal to FOI response

If you are dissatisfied 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 are entitled to complain in the following way:

Initially you should complain in writing to the freedom of information officer, either by email on gpccg.foi@nhs.net or post to Chorley House, Lancashire Business Park, Leyland, PR26 6TT, specifying why you feel you have been wrongly denied access to the information requested. The freedom of information officer will ensure your complaint is investigated under NHS Greater Preston CCG’s internal processes and provide you with a written response within 20 working days.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner’s Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Greater Preston CCG.

Yours sincerely

[Signature]
Helen Curtis
FOI Lead
Head of Quality and Performance