

24/11/2023

NN-ICB/23/532

Dear Requestor

**RE: Freedom of Information Request**

With reference to your request for information I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information that you have requested. A response to your request is below.

In the request you asked:

*For the **CHC Team:***

- a. The total number of staff in the CHC team.*
- b. A breakdown of the CHC team staff, including the number of clinical staff, managers, administrative staff, and invoice validation staff.*
- c. The name of the head of service for the CHC team, along with their contact details (email and phone number).*
- d. The name and contact details (email and phone number) of the administrative staff responsible for CHC services.*

*For the **Personal Health Budget (PHB) Team:***

- a. The total number of staff in the PHB team.*
- b. The name of the head of service for the PHB team, along with their contact details (email and phone number).*
- c. The name and contact details (email and phone number) of the administrative staff responsible for PHB services.*

*For **Individualized Funding Care Staff:***

- a. The total number of staff involved in providing individualized funding care.*

*For the **Safeguarding Team:***

- a. The total number of staff in the Safeguarding team.*

NHS Nottingham and Nottinghamshire ICB's staff organogram is publicly available on our ICB website and can be accessed here [Corporate Assurance \(icb.nhs.uk\)](https://www.icb.nhs.uk/corporate-assurance)

Details in relation to our Nursing Operations and Delivery Team is provided on pages/slides 30 to 32. This details the job roles, number of roles, AfC banding and reporting lines for CHC, PHN, IFR and Safeguarding staff.

Please note that we do not provide contact details for administrative staff. The Head of Service for CHC and PHB is Sally Dore, Assistant Director of Nursing and Quality. Any enquires can be directed via our website [General Enquiries - NHS Nottingham and Nottinghamshire ICB](#)

Additionally, we would like to request information regarding the finance staff responsible for overseeing the management of CHC, Children and Young People (CYP) services, and PHB.

For the **Finance Staff**:

- a. The name of the finance staff responsible for overseeing CHC.
- b. The name of the finance staff responsible for overseeing CYP services.
- c. The name of the finance staff responsible for overseeing PHB.

Similarly, details in relation to the ICB's Finance Directorate are also able to be accessed via the previously referenced organogram. Please see pages/slides 5 to 8.

If you are unhappy with the way in which your request has been handled, NHS Nottingham and Nottinghamshire Integrated Care Board (ICB) have an internal review procedure through which you can raise any concerns you might have. Further details of this procedure can be obtained by contacting Lucy Branson, Associate Director of Governance via [lucy.branson@nhs.net](mailto:lucy.branson@nhs.net) or by writing to FOI Team at NHS Nottingham and Nottinghamshire ICB, Sir John Robinson House, Sir John Robinson Way, Arnold, Daybrook, Nottingham, NG5 6DA.

If you remain dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office (ICO), who will consider whether the organisation has complied with its obligations under the Act and can require the organisation to remedy any problems. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Nottingham and Nottinghamshire ICB. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/for-the-public/>

Complaints to the Information Commissioner's Office should be sent to:

FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 123 1113 or report a concern via

<https://ico.org.uk/concerns/>

Yours sincerely

Freedom of Information (FOI) Officer on behalf of *NHS Nottingham and Nottinghamshire Integrated Care Board*

[notts.foi@nhs.net](mailto:notts.foi@nhs.net)

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