

Dear

Thank you for your Freedom of Information request concerning confidential shredding services.

The Trust can provide the following information:

1. The name of the contractor for your confidential shredding service and the amount charged by them. **Bates /No charge**
2. The number of bins/containers placed on site for confidential waste and the frequency of collection. **N/ A – Departments that require waste to be shredded confidentially inform Bates who deliver a bag (with seals), when the bag is full, Bates are informed and the bag is collected. There is not a set number of bins/ receptacles.**
3. The date of the next tender for this contract. **01/04/2016**
4. The name, telephone number and email address of the person responsible for this. **– Head of Procurement (post vacant)**

If you have any queries about this response please contact the information governance manager at foi@homerton.nhs.uk , in the first instance. If, following that, you still have any concerns, you may contact the Information Commissioner either by letter, FOI/EIR Complaints resolution, Wycliffe House, Water Lane, Wilmslow, Cheshire SM9 5AF, or by email www.informationcommissioner.gov.uk to take them further.

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Yours sincerely

James Cook

Information Governance Administrator

James Woollam

Interim -Information Governance Manager