



# Wrightington, Wigan and Leigh Teaching Hospitals

NHS Foundation Trust

## Information Governance Department

Suite 9  
Buckingham Row  
Brick Kiln Lane  
Wigan  
WN1 1XX

Email: [foi@wwl.nhs.uk](mailto:foi@wwl.nhs.uk)

Web: [www.wwl.nhs.uk](http://www.wwl.nhs.uk)

Ref: FOI/2024/10379

Date Received: 20<sup>th</sup> December 2024

Response Due: 22<sup>nd</sup> January 2025

Date: 17<sup>th</sup> January 2025

Dear Sir/Madam

With reference to your request for information received on 20<sup>th</sup> December 2024, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

### In your request you asked:

#### Under the Freedom of Information Act, I would like to request the following information:

**1. Do you have an out of hours communications/media relations process?**

The Executive On-Call can contact a senior member of the Communications Team in the event of an emergency; this is an informal, unpaid arrangement and subject to review.

**2. If yes, please provide a copy of your out of hours communications/media relations protocol.**

N/A.

**3. Do you have an out of hours communications/media relations rota?**

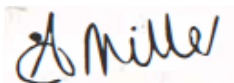
No.

**4. If yes, what are the pay arrangements/rate of pay for out of hours cover?**

N/A.

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 40 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,

A handwritten signature in black ink that reads "A Miller". The signature is written in a cursive style and is enclosed in a light pink rectangular border.

Anne-Marie Miller  
Director of Communications and Stakeholder Engagement

PLEASE NOTE:

If you are unhappy 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 should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire, SK9 5AF

Helpline number: 0303 123 111