

Our Ref: 456/2023  
AUGUST 2023

## Re: Your request made under the Freedom of Information Act 2000

We believe that your Trust's primary e-mail system should have the following data available via a simple IT department query which should be processable within the relevant FOI guidelines.

Over the one-year period from **1st September 2022 until 31st August 2023** please provide the following details from the primary IT system for Trust e-mail for the following groups:

- 1) **Consultants** – please break down results by clinical specialty.
- 2) **Managers** – please include Operational Service Managers and Deputy Operational Service Managers in this category, along with any equivalent roles/grades in your organisation.

For each group (i.e. for each clinical specialty, and for Managers), please provide the following aggregated data items:

- Total number of individuals in the group
- Male/Female proportion within the group
- Total number of e-mails received
- Total number of e-mails sent
- Total number of internal vs external e-mails received
- Total number of internal vs external e-mails sent
- Mean number of e-mails received in that specialty/group [i.e. by any individual]
- Mean number of e-mails sent in that specialty/group
- Standard deviation of e-mails received in that specialty/group
- Standard deviation of e-mails sent in that specialty/group
- Median number of e-mails received in that specialty/group
- Median number of e-mails sent in that specialty/group
- Maximum number of e-mails received by any individual in that specialty/group
- Maximum number of e-mails sent by any individual in that specialty/group
- Minimum number of e-mails received by any individual in that specialty/group
- Minimum number of e-mails sent by any individual in that specialty/group

Please provide the data by return email in the form of an anonymised electronic spreadsheet. If there are a small number of individuals (e.g. <5) in any specific group (e.g. one clinical specialty), please only provide summary data for that group to avoid any risk of de-anonymisation.

For avoidance of doubt, we are interested in summary data on organisational e-mail utilisation only and are not seeking any personal or sensitive information about staff (such as details of the content of emails or individual email statistics).

**The Trust is unable to obtain this level of detail from NHSmail.**