



**Hertfordshire  
Partnership University**  
NHS Foundation Trust

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Information Rights & Compliance Team  
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Our Ref: FOI 2973

Thank you for your request concerning our Legal Services Department.

Your request has been considered and processed in accordance with the requirements of the Freedom of Information (FOI) Act 2000.

- 1. Could you please provide a summary of your legal department structure, either in chart form, or by title and banding. Additionally as part of the same chart could you advise whether any member of staff has a formal legal qualification eg Cilex, Solicitor, Barrister etc, and if so whether they hold a current practicing certificate.**

We do not have a legal department.

We employ a Legal Services Lead (B7) and an Administrator (B4), neither of which has a formal legal qualification.

Should you require further clarification, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust's complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

*Sue Smith*

**Sue Smith**  
**Information Rights Officer**

Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).



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Welcoming Kind Positive Respectful Professional

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