

Date: 05/04/2019

FREEDOM OF INFORMATION REQUEST FOI/014709 – Staff Bank

I am writing to you under a Freedom of Information Act request regarding the Trust's use of staff banks as a key part of the effective management of temporary staffing across the NHS and in turn the reduction of agency spend.

FOI question no. 1a) - please can you confirm whether your Trust has either

- a) an in-house staff bank or - The Trust has an in house staff bank
- b) outsourced staff bank or - N/A
- c) other service provision or - N/A
- d) not applicable, i.e. staff not required by the Trust, for the following staff groups: - N/A

FOI question no. 2a) - where you have answered b) (an outsourced staff bank) to question no. 1a), please confirm whether - in line with the Public Contract Regulations 2015 - you have entered a contract with that service provider under either: - **N/A** – in house staff bank

a) a locally procured contract; or b) called-off from an NHS accessible framework agreement, such as Crown Commercial Services RM1072 Workforce management services or Healthtrust Europe Total workforce solutions framework; or c) other
Where you have not entered a contract, please confirm accordingly. N/A

FOI question no. 2b) - where you have answered b) (called-off from an NHS accessible framework) to question no. 2a), please confirm the framework, for example, Crown Commercial Services RM1072 Workforce management services framework. - N/A

FOI question no. 2c) - where you have answered c) (other) to question no. 2a), please elaborate. - N/A

FOI question no. 2d) - where you have entered into a contract, for the most recent 12 month period, i.e financial year 2018/19, please confirm the contract's : - N/A

a) overall annual value (£/pence excl. VAT). For example, £1 million excl. VAT. - N/A

Please note that this request is in relation to the provision of outsourced staff bank services only and should include any annual management fees, operational (transaction) costs, i.e.volume related hourly fees for the provision of bank workers and/or agency workers. Please do not include any other agency related spend. - N/A

b) overall annual value by staffing type (£/pence excl. VAT), for example, 'qualified' nursing and midwifery staff = £250,000 excl. VAT; 'unregistered' nursing and midwifery staff = £150,000 excl. VAT and so on.

Please note that this request is in relation to the provision of outsourced staff bank services only and should include operational (transaction) costs, i.e.volume related hourly fees for the provision of bank workers and/or agency workers. Please do not include any other agency related spend. - N/A

FOI question no. 2e) - where you have entered into a contract, please confirm the contract's:

- a) commencement date; b) expiry date of any initial term; and c) expiry date of any applicable extension periods if taken.
- For example, if the contract entered commenced on 1st April 2018 for an initial period of 2 years with an option to extend by up to 2 years, then I would be looking for your reply to be as follows:
a) 01/04/2018; b) 31/03/2020; c) 31/03/2022 - N/A

FOI question no. 2f) - where your contract's initial or extended term is due to expire in the next 12 months, i.e. during financial year 2019/20, please confirm whether your Trust intends to:

a) bring the outsourced managed staff bank service back in-house; or b) establish another local procured contract, advertising the business opportunity in line Public Contract Regulations 2015; or c) call-off again from an NHS accessible framework agreement, such as Crown Commercial Services or Healthtrust Europe. - N/A

FOI question no. 2g) - where you have answered c) (call-off again from an NHS accessible framework) to question no. 2f), please confirm the framework the Trust is likely to use, for example, Healthtrust Europe Total workforce solutions framework. If not yet known, please confirm accordingly. - N/A

FOI question no. 2h) - where you have answered c) (call-off from an NHS accessible framework) to question no. 2f), please confirm whether this outsourced staff bank contract shall be:

a) relevant to the Trust only; or b) a collaborative contract including other trusts from across your and/or neighbouring STP's footprint? - N/A

FOI question no. 3 - for the most recent 12 month period, i.e. financial year 2018/19, please confirm the effectiveness of the Trust's staff bank as follows:

a) monthly bank filled rate, broken down by staff type. For example, registered nursing and midwifery staff = 40%; and b) monthly agency filled rate, broken down by staff type. For example, registered nursing and midwifery staff = 40%; and c) monthly unfilled rate, broken down by staff type. For example, registered nursing and midwifery staff = 20%.

Where this monthly information is not readily available, please provide an annual average percentage rate instead.

Data for Clinical Support staff and Nursing & Midwifery

Clinical Support			
	A) Bank Fill Rate %	B) Agency Fill Rate %	C) Unfilled Rate %
Apr-18	81.35	0%	18.65
May-18	86.16	0%	13.84
Jun-18	86.29	0%	13.71
Jul-18	85.44	0%	14.56
Aug-18	82.48	0%	17.52
Sep-18	72.57	0%	27.43
Oct-18	75.37	0%	24.63
Nov-18	78.70	0%	21.30
Dec-18	73.88	0%	26.12
Jan-19	71.63	0%	28.37
Feb-19	74.55	0%	25.45
Mar-19	76.66	0%	23.34

Nursing & Midwifery			
	A) Bank Fill Rate %	B) Agency Fill Rate %	C) Unfilled Rate %
Apr-18	38.44	38.75	22.81
May-18	38.25	39.21	22.54
Jun-18	38.67	33.17	28.16
Jul-18	37.63	32.71	29.66
Aug-18	35.09	35.27	29.64
Sep-18	35.46	36.15	28.39
Oct-18	35.31	39.44	25.25
Nov-18	36.65	39.55	23.80
Dec-18	29.59	38.01	32.40
Jan-19	32.17	40.89	26.94
Feb-19	32.97	40.09	26.94
Mar-19	35.88	41.20	22.92

FOI question no. 4a) - please can you confirm either 'Yes' or 'No' whether:

i) there is a member, or members, of your Trust's Board who is accountable for the effective management of temporary staffing and in turn the reduction of agency spend? making effective use of staff banks overseeing the use of temporary staff; and – **YES**

ii) temporary staff usage is regularly discussed at Board meetings? - **YES**

FOI question no. 4b) - where you have answered yes to question 4a)i) (there is an accountable member, or members, of your Trust's Board), can you please tell me whether the relevant persons concerned are either:

a) a non-executive; or b) an employee of the Trust?

If a Trust employee, please elaborate by confirming the role (not their name) of that person within the Trust. - **Director of Human Resources**