

Date: Thursday, 26th September 2019
Our Ref: MB/SS FOI 4028

Sid Watkins Building
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Re: Freedom of Information Request FOI 4028

We are writing in response to your request submitted under the Freedom of Information Act, received in this office on 12th September 2019.

Your request was as follows:

Does your trust have a centralised temporary staff booking team? Yes or No?

No

Does your trust have a centralised temporary staff booking team specifically for Non-Medical Non-Clinical Staffing? Yes or No?

No

If Yes, which categories does it book for?

- Admin & Clerical
- Staff Lead Name & Position
- Contact telephone DD
- Contact email

Corporate Functions

- Staff Lead Name & Position
- Contact telephone DD
- Contact email

Ancillary Functions

- Staff Lead Name & Position
- Contact telephone DD
- Contact email

IT Professionals

- Staff Lead Name & Position
- Contact telephone DD
- Contact email

Legal Supply

- Staff Lead Name & Position
- Contact telephone DD
- Contact email

Some (Please specify which)

If No, please provide a list of all

departmental heads responsible

for booking temporary staff.

We have a vacancy process managed by Human Resources. The Deputy Director of Human Resources is Jane Mullin. The Walton Centre NHS Foundation Trust (WCFT) does not disclose individual staff members contact details. You can write to staff using the address above or alternatively email enquiries@thewaltoncentre.nhs.uk asking for your correspondence to be forwarded on.

Who is your Head of

Procurement and who is your Senior Buyer/Category Manager responsible for overseeing HR/Agency procurement in your trust?

Please also provide their contact telephone DD and email addresses.

The WCFT Head of Procurement is Katie Tootill and the Divisional Procurement Officer Sarah Pickavance. The WCFT does not disclose individual staff members contact details. You can write to staff using the address above or alternatively email enquiries@thewaltoncentre.nhs.uk asking for your correspondence to be forwarded on.

Please can you provide your annual agency spend for 2017/18 for Non-Medical Non-Clinical Staffing?:

£141,992.56

Please can you provide your annual agency spend for 2017/18 for each of the Non-Medical Non-Clinical staffing categories?:

- Admin & Clerical
- Corporate Functions
- Ancillary Functions
- IT Professionals
- Legal Supply

Admin & Clerical £40,687.31, Corporate Functions £12,274.96, Ancillary Functions £13,146.14, I.T Professionals £75,884.15 & Legal Supply £0.00.

Which procurement frameworks does the trust currently use for Non-Medical Non-Clinical Staffing?

CCS/ HTE

Do you use a Master Vendor model for your agency Non-Medical Non-Clinical staffing requirements?



If Yes, can you confirm the following details:

- Name of Master Vendor
- Agency Contact Name
- Agency Contact Email
- Agency Contact Number

[No Master Vendor model is in place for Non-Clinical/Non-medical staff.](#)

Please see our response above in [blue](#).

Re-Use of Public Sector Information

All information supplied by the Trust in answering a request for information (RFI) under the Freedom of Information Act 2000 will be subject to the terms of the Re-use of Public Sector Information Regulations 2005, Statutory Instrument 2005 No. 1515 which came into effect on 1st July 2005.

Under the terms of the Regulations, the Trust will licence the re-use of any or all information supplied if being used in a form and for the purpose other than which it was originally supplied. This license for re-use will be in line with the requirements of the Regulations and the licensing terms and fees as laid down by the Office of Public Sector Information (OPSI). Most licenses will be free; however the Trust reserves the right, in certain circumstances, to charge a fee for the re-use of some information which it deems to be of commercial value.

Further information can be found at www.opsi.gov.uk where a sample license terms and fees can be found with guidance on copyright and publishing notes and a Guide to Best Practice and regulated advice and case studies, at www.opsi.gov.uk/advice/psi-regulations/index.htm

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to the Freedom of Information Office at the address above.

Please remember to quote the reference number, FOI 4028 in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioners Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

Mike Burns

Mr. Mike Burns, Executive Lead for Freedom of Information