

21 July 2020

Our Ref: RFI 34916

Dear

**Freedom of Information Act 2000
Information in Relation to Temporary Staff Management and Spend**

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to above which you requested on 23 June 2020.

A response to each of the questions raised has been provided by the Human Resources & Corporate Affairs Directorate and is attached in Appendix A.

If you are unhappy as to how this request has been handled, you have the right to seek a review within the Trust in the first instance. You should write to the Information Governance Department, Lough House, Ards Community Hospital (informationgovernance@setrust.hscni.net) within two months of the date of this response and your complaint will be considered and a response provided, within 20 working days of receipt.

If, after receiving a response, you remain unhappy, you can refer your complaint to the Information Commissioner at The Information Commissioner's Office –Northern Ireland, 3rd Floor, 14 Cromac Place, Belfast, BT7 2JB. It is important to note that if you refer any matter to the Information Commissioner, you will need to show evidence of having gone through the Trust's internal review procedure to try to resolve the matter with the Trust in the first instance.

If you have any queries about this letter, please do not hesitate to contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

Rebecca Manning
Information Governance Assistant

Sourced Staffing Arrangements

Q1. Do you have a master vendor (MV) or neutral vendor (NV) arrangement in place for sourcing agency staff? If so, please state which arrangement is in place

A1. No, The Trust does not have an MV/NV arrangement in place for sourcing agency staff.

Q2. What is the name of the MV/NV provider?

Q3. Please provide the contract start and end date for this provider

A. N/A

Temporary Staffing Spend

Q4. How much did the organisation spend on agency (non-contract) staff and internal bank staff for the financial year 19/20 (April 2019 - March 2020). Please fill in the table to represent the agency and bank spend for the below staffing groups

A4. Please see Table 1.

Table 1

Staffing Groups*	Agency (non-contract) Spend 19/20	Internal Bank Spend 19/20
Ambulance staff	NIL	NIL
Administration and Estates	£4,154,656	£225,111
Medical and Dental	£11,851,708	£2,691,147
Nursing and Healthcare Assistants	£5,915,826	£16,227,350
Healthcare Science	NIL	NIL
Scientific, Therapeutic and Technical Staff (STT) inclusive of AHP's	£2,281,599	£344,309

*Clarification of each staffing group and the roles included in these groups (defined by NHS Digital) can be found in the table on the next page.

Direct Engagement/Outsource Employment Solution

Q5. Does the organisation use a third party to provide a Direct Engagement (DE)/Outsourced Employment Solution? (This is where the NHS organisation sources agency staff via a recruitment agency but hold a direct contract between the organisation and the worker - there is often VAT savings associated to this employment model)

A5. No, The Trust does not use a third party to provide a DE/Outsourced Employment Solution.

Q6. What is the name of the DE/Outsourced Employment supplier? (e.g 247Time/Allocate, PlusUs, Retinue, Liaison etc.)

Q7. Under the DE/Outsourced Employment arrangement, which staffing groups are managed? For example; Medical, Admin, Scientific etc. Please list all applicable.

Q8. Does your DE supplier provide reporting as part of their service? For example, producing NHS Improvement weekly return reports.

Q9. Please provide the contract start and end date for the DE supplier.

Q10. How much did the organisation spend in 19/20 for the provision of the direct Engagement service?

A. N/A

Staffing Group Clarifications

Staffing Group	Definition
Ambulance Staff	Both registered ambulance staff and support to registered ambulance staff.
Administration & Estates	Non- Clinical staff and non-clinical support staff including non-clinical managers and administration officers.
Medical & Dental	Registered Doctors and Dentists.
Nursing and HCA Staff	Registered Nurses, Midwives and Health Care Assistants..
Healthcare Science	Registered qualified and other staffing working in defined healthcare scientist role.
Scientific, Therapeutic and Technical Staff (STT) inclusive of AHP's	Scientific staff, including registered Pharmacists, Psychologists, Social Workers etc.