



Liverpool

Clinical Commissioning Group

Corporate Services

NHS Liverpool Clinical Commissioning Group

The Department

Lewis's Building

Renshaw Street

Liverpool

L1 2SA

Ref: 63666

22nd November 2019

Email:

Email: foi@liverpoolccg.nhs.uk

Dear

Re: Freedom of Information Request

Thank you for your Freedom of Information request that we received on 12th November 2019, with regards to staffing.

Request / Response:

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

Response: No

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

Response: No

3. If Yes, which categories does it book for? **Response: N/A**

- 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) **Response: N/A**

4. If No, please provide a list of all departmental heads responsible for booking temporary staff.

Response:

- **Mark Bakewell, Chief Finance and Contracting Officer**
- **Jane Lunt, Director of Quality, Outcomes and Improvement**
- **Sam James, Director of Planning, Performance and Delivery**
- **Carole Hill, Director of Strategy, Integration and Communications**
- **Dave Horsfield, Head of Transformation and Programmes**
- **Cheryl Mould, Programme Director Provider Alliance**
- **Stephen Hendry, Head of Corporate Services and Governance**

5. Who is your Head of Procurement and who is your Senior Buyer/Category Manager responsible for overseeing HR/Agency procurement in your trust?

Response: The Chief Finance and Contracting Officer is Mark Bakewell. NHS Liverpool CCG does not have a senior buyer / category manager responsible for overseeing HR / Agency procurement.

6. Please also provide their contact telephone DD and email addresses.

Response:

Mark Bakewell

Tel: 0151 296 7000

Email: mark.bakewell@liverpoolccg.nhs.uk

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

Response: £2785.68

8. 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 **£2785.68**

- Ancillary Functions
- IT Professionals
- Legal Supply

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

Response: We do not hold this information. Our HR function is outsourced to Midlands and Lancashire Commissioning Support unit

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

Response: Please see response to Q9

11. If Yes, can you confirm the following details:

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

Response: Please see response to Q9

Once an FOI request is answered, it is considered to be in the public domain. To promote transparency, we may now publish the response and any material released on the CCG's publication scheme. All personal information in the letter will be removed before publishing.

We wish to take this opportunity to inform you that a formal complaints and internal review procedure is available to applicants who are unhappy with responses provided to FOI requests. You can formally request an internal review within a reasonable period of time (2 calendar months) from the date this response was issued.

Where you are not satisfied with the decision of the internal review you may apply directly to the Information Commissioners Office (ICO) for a further review of that decision. Generally, the ICO cannot make a decision unless you have exhausted our complaints procedure in the first instance.

The ICO can be contacted at:

Information Commissioners Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

www.ico.gov.uk

Should you require any further information, clarification regarding this response or do not feel that your request has been answered as you would expect, please contact us to discuss.

Yours sincerely,

Corporate Services Team
NHS Liverpool CCG