



**University Hospitals
Coventry and Warwickshire**
NHS Trust

University Hospital
Clifford Bridge Road
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Coventry
CV2 2DX

E-mail address: foi@uhcw.nhs.uk

Our ref: FOI – 5150

Direct Line: 024 76968771
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Date: 21st February 2019

By email only

Dear

We write further to your request for information under the Freedom of Information Act dated 15th January 2019. We have set out your request, together with our response below.

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



We **Care**. We **Achieve**. We **Innovate**.

<p>If Yes, which categories does it book for?</p> <ul style="list-style-type: none"> • Admin & Clerical - Staff Lead Name & Position - Contact telephone DD - Contact email <ul style="list-style-type: none"> • Corporate Functions - Staff Lead Name & Position - Contact telephone DD - Contact email <ul style="list-style-type: none"> • Ancillary Functions - Staff Lead Name & Position - Contact telephone DD - Contact email <ul style="list-style-type: none"> • IT Professionals - Staff Lead Name & Position - Contact telephone DD - Contact email <ul style="list-style-type: none"> • Legal Supply - Staff Lead Name & Position - Contact telephone DD - Contact email <p>Some (Please specify which)</p> <p>If No, please provide a list of all departmental heads responsible for booking temporary staff.</p>	<p>Zoe Lord</p> <p>Zoe Lord</p> <p>Zoe Lord</p> <p>Zoe Lord</p> <p>Zoe Lord</p>
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<p>Who is your Head of Procurement and who is your Senior Buyer/Category Manager responsible for overseeing HR/Agency procurement in your trust?</p> <p>Please also provide their contact telephone DD and email addresses.</p>	<p>Amar Bhagwan</p>
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<p>Please can you provide your annual agency spend for 2017/18 for Non-Medical Non-Clinical Staffing?:</p> <p>Please can you provide your annual agency spend for 2017/18 for each of the Non-Medical Non-Clinical staffing categories?:</p> <ul style="list-style-type: none"> • Admin & Clerical • Corporate Functions • Ancillary Functions • IT Professionals • Legal Supply 	<p>£197,788</p> <p>£116,709</p>
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<p>Which procurement frameworks does the trust currently use for Non-Medical Non-Clinical Staffing?</p>	<p>Health Trust Europe</p>
<p>Do you use a Master Vendor model for your agency Non-Medical Non-Clinical staffing requirements?</p> <p>If Yes, can you confirm the following details:</p> <ul style="list-style-type: none">• Name of Master Vendor• Agency Contact Name• Agency Contact Email• Agency Contact Number	<p>No</p>

We have not included email addresses as we do not give our permission for the information to be used for commercial purposes. Furthermore, we consider that using Trust email addresses and telephone numbers for non-clinical purposes is detrimental to our operational activities and potentially to patient care.

As we have provided the information that we do hold your request is now closed. We trust that this is satisfactory but if you are dissatisfied with the way that it has been handled 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: Geoff Stokes, Director of Corporate Affairs, UHCW, Clifford Bridge Road, Coventry CV2 2DX.

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 Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

Andrea Phillips
FOI & Access to Health Records Manager