



**The Clatterbridge
Cancer Centre**
NHS Foundation Trust

Clatterbridge Road
Bebington
Wirral
CH63 4JY

Tel: 0151 556 5000
Web: www.clatterbridgecc.nhs.uk

Date: 17th January 2018

Re: Freedom of Information Request
Ref: 222- 2017

Thank you for your email dated 18th December 2017 requesting various information regarding the Trust's procurement function.

Please find our response below:

All the questions relate to your trust's procurement function.

- 1) What percentage of the trust's addressable spend transaction volume is operated through an electronic catalogue?**
- 2) What percentage of the trust's addressable spend transaction volume is covered by electronic purchase orders?**
- 3) What percentage of the trust's addressable spend transaction volume is covered by a contract?**
- 4) What is the current vacancy rate in the trust's procurement department (please give answer in percentage)?**
- 5) What was the trust's procurement department's employee turnover in 2016-17 (please give answer in percentage)?**

Please note for Questions 1, 2, 3, and 4 please give your most up-to-date figure at the time of responding.

Our Trust does not have a Procurement department, our Procurement function is 100% outsourced via a Service Level Agreement with Wirral University Teaching Hospital (WUTH). Therefore, our outsourced supplier would have to provide this information as they do all the processing on our behalf. Instructions on how to request this information from WUTH can be found on the following link:

<http://www.wuth.nhs.uk/patients-and-visitors/about-us/freedom-of-information/>

Should you require any further information please do not hesitate to contact me on the email address provided below.

Please remember to quote the reference number above in any future communications.

If you are dissatisfied with the handling of your request, you have the right to ask for this to be investigated internally.

If you are dissatisfied with the information you have received, you have the right to ask for an internal review.

Both processes will be handled in accordance with our Trust's Freedom of Information Policy and the Freedom of Information Act 2000.

Internal investigation and 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: Freedom of Information Review, The Clatterbridge Cancer Centre NHS Foundation Trust, Clatterbridge Road, Bebington, Wirral, CH63 4JY

If you are not satisfied with the outcome of the internal investigation/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.

In order for us to ensure customer satisfaction and to monitor compliance with the Freedom of Information Act 2000, we would be grateful if you could take a couple of minutes to complete a short feedback form via the link below:

<https://www.surveymonkey.co.uk/r/H39RFMM>