

Date: 28 February 2020

Re: Freedom of Information Request

Ref: 43 - 2020

Thank you for your email dated the 4th February 2020, requesting information relating to staff and agency information 2018/19.

The information that you require is as follows:

- 1. Staff Numbers – Average headcount of permanent staff (Staff members on a permanent contract) and non-permanent staff (Staff members on temporary contracts, fixed term contracts and any consultants) over the entire 2018/19 financial year or just the total headcount as at Sunday, March 31st, 2019.**

Staff Group	Permanent Contract As at 31.03.2019	Other Contract As at 31.03.2019	Average Headcount 2018/2019
Additional Professional Scientific and Technical	4	66	67
Additional Clinical Services	147	9	147
Administration and Clerical	423	50	466
Allied Health Professionals	185	9	188
Healthcare Scientists	36	0	35
Medical and Dental	57	12	68
Nursing, Midwifery and Health Visiting	311	7	313
Total	1163	153	1284

Can you please split this into the major staffing groups used by the trust? (E.g. Medical, Nursing, Admin, AHP etc.)

2. Staff Cost – Total staff cost during the 2018/19 financial year split into permanent and non-permanent staff.

Unfortunately our systems do not record the requested information at this level of detail. We can therefore only provide the split for our staff costs by permanent and agency spend. Please see these figures below:

Permanent- 56,648k

Agency- 1,384k

3. Agency Hours – Hours worked by agency staff in the 2018/19 financial year split by major staffing groups (E.g. Medical, Nursing, Admin, AHP etc.) and speciality/grade (E.g. Consultants, Registrars, GP, ICU Nurse, Acute Nurse, Occupational therapists, Pharmacists, Health Care Assistants, etc.) depending on how this is reported within the Trust.

Please see the table below

4. Agency Spend – Total amount spent on agency staff in the 2018/19 financial year split into the Trusts' staff groups (E.g. Medical, Nursing, Admin, AHP etc.) and speciality/grade (E.g. Consultants, GP, ICU Nurse, Acute Nurse, Occupational therapists, Pharmacists, Health Care Assistants, etc.) depending on how this is reported within the Trust.

I would greatly appreciate it if you could supply all this information for the year 2018/19 (April '18 to March '19).

Please see the table below

Please note, the information requested for Nursing and Healthcare Assistants is recorded as a joint figure within The Clatterbridge Cancer Centre, unfortunately, we are unable to accurately separate this information. Therefore, the data provided below under Nursing, Midwifery and Health Visiting is a combined figure for these two staff groups.

Staffing Provision	Total Hours FY (2018/19)	Total Yearly Spend (2018/19)
Nursing, Midwifery and Health Visiting	1659	119k
Additional Clinical Services	See General Nursing	See General Nursing
Medical and Dental	3,882.43	1,028k
Allied Health Professional	1,607.7	55k
Non-Medical Non-Clinical	5,788.49	182k

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>