

1. Does the CCG/CSU have a centralised human resources department or staffing team that is responsible for temporary or permanent agency staffing? Please answer yes or no.

YES, there is a centralised HR department but NO, it is not responsible for agency staffing other than that within the HR department.

2. Does the CCG/CSU have a preferred suppliers list for agencies supplying temporary agency staff? Please answer yes or no.

YES

3. Does the CCG/CSU utilise an external organisation or agency to handle its temporary agency recruitment? (i.e Neutral vendor solution or a Master vendor solution) Please answer yes or no.

NO

4. Please provide the following information on agency (non-contract) staff spending and the number of agency workers for 16/17, 17/18 and 18/19, split by clinical and non-clinical.

Agency (non-contract) Staff - Spend (£)

	Total	Non-Clinical Staff	Clinical Staff
2016/17	878,378	754,087	124,291
2017/18	853,830	853,830	0
2018/19	286,934	219,668	67,266

Agency (non-contract) Staff – No. of Staff

THE NUMBERS GIVEN ARE THE AVERAGE WTE OVER THE YEAR

	Total	Non-Clinical Staff	Clinical Staff
2016/17	6.77	6.15	0.62
2017/18	4.87	4.87	0.00
2018/19	4.96	4.43	0.53

5. Based on the clinical agency spend and staffing numbers provided in question 4, please provide a further breakdown by the following clinical staffing categories.

Clinical Staff Only - Agency (non-contract) Staff -Spend(£)

	Locum Doctors (including Locum GPs)	Mental Health & Learning Disability Nurses	General Nurses	AHPs & Health Science	Social Care	Other
2016/17	0	0	124,291	0	0	0
2017/18	0	0	0	0	0	0
2018/19	0	0	67,266	0	0	0

Clinical Staff Only - Agency (non-contract) Staff – No. of Staff

	Locum Doctors (including Locum GPs)	Mental Health & Learning Disability Nurses	General Nurses	AHPs & Health Science	Social Care	Other
2016/17	0	0	0.62	0	0	0
2017/18	0	0	0	0	0	0
2018/19	0	0	0.53	0	0	0

6. Based on the non-clinical agency spend and staffing numbers provided in question 4, please provide a further breakdown by the following clinical staffing categories.

Non-Clinical Staff Only - Agency (non-contract) Staff -Spend(£)

	Admin & Clerical	Corporate	IT	Legal	Ancillary & Estates	Other
2016/17	754,087	0	0	0	0	0
2017/18	853,830	0	0	0	0	0
2018/19	219,668	0	0	0	0	0

Non-Clinical Staff Only - Agency (non-contract) Staff – No. of Staff

	Admin & Clerical	Corporate	IT	Legal	Ancillary & Estates	Other
2016/17	6.15	0	0	0	0	0
2017/18	4.87	0	0	0	0	0
2018/19	4.43	0	0	0	0	0

7. Please state the number of temporary staffing agencies the CCG/CSU engaged with in 18/19?
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8. Please list the name of the top five agencies for spend on agency staff across all staffing groups in 17/18 and 18/19. Please provide the total spend in 17/18 and 18/19 towards each named agency.

THE FIGURES REPORTED ARE NET OF RECHARGES TO OTHER PARTNER ORGANISATIONS

Name of Agency	Total Spend 17/18	Name of Agency	Total Spend 18/19
Attain Commissioning Services Ltd	418,935	Computer Futures	71,910
Aventis Solutions	188,080	Attain Commissioning Services Ltd	49,116
Hunter Healthcare Resourcing Ltd	61,010	Hunter Healthcare Resourcing Ltd	36,542
Smartwork.com Ltd	37,928	Office Angels	31,082
Courtyard Marketing Ltd	27,345	Hays Specialist Recruitment Ltd	30,339

9. Does the CCG/CSU use Direct Engagement to employ temporary staff? (This is where the CCG/CSU books a worker through an approved agency, but the CCG/CSU contracts directly with the worker and processes their payroll either via PAYE or as a limited company).

No. We do contract directly for some staff under IR35 (mainly GPs) but these are not through an agency.

10. If answered yes to Q8, please provide details of the number of staff contracted through a Direct Engagement model.

Not applicable.

	Total	Non-Clinical Staff	Clinical Staff
Directly Engaged Temporary Staff Spend 17/18 (£)	N/A	N/A	N/A
Number of Directly Engaged staff 17/18	N/A	N/A	N/A