



Southport and Formby
Clinical Commissioning Group

Our Ref: 67138

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NHS Southport & Formby CCG

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Re: Freedom of Information Request

Please find below the response to your recent Freedom of Information request regarding HR Outsourcing within NHS Southport and Formby CCG.

Request/[Response](#):

1. I am writing to you under the Freedom of Information Act 2000 to request information from your NHS organisation about outsourcing in HR.

Please see appendix 1 and 2.

**please note that we are unable to split the costs down to the levels noted within your original spreadsheet. See appendix 2 for those costs which can be provided.*

Appendix 1

FUNCTIONS	SUB FUNCTIONS	PLEASE MARK 1 COLUMN PER ROW		IF OUTSOURCED, TO WHICH COMPANY/SUPPLIER?	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2018/2019	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2019/2020?	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2020/2021?	
		MANAGED IN-HOUSE	OUTSOURCED					
Core HR	Workforce benefits team		x	Midlands and Lancashire Commissioning Support Unit				
	HR Leadership and Business Partners		x	Midlands and Lancashire Commissioning Support Unit				
	HR policy governance & Absence management		x	Midlands and Lancashire Commissioning Support Unit				
	Employee relations		x	Midlands and Lancashire Commissioning Support Unit				
	Workforce planning		x	Midlands and Lancashire Commissioning Support Unit				
	Job evaluation		x	Midlands and Lancashire Commissioning Support Unit				
	Personnel file management		x	Midlands and Lancashire Commissioning Support Unit				
	Registration maintenance		x	Midlands and Lancashire Commissioning Support Unit				
	Occupational Health & Wellbeing			x	Midlands and Lancashire Commissioning Support Unit			
	Recruitment			x	Commissioning Support Unit			
Temporary Staffing		x		Temping Agencies Hays, Forrest Recruitment				
Medical Staffing		N/A						
Workforce Information & Analytics	Maintenance & reporting of information from ESR		x	Midlands and Lancashire Commissioning Support Unit				
	Set up and maintain all position data and associated ledger code/assignment of AfC/Medical & Dental terms and Maintenance of workforce information databases		x	Midlands and Lancashire Commissioning Support Unit				
	Processing, analysing and reporting		x	Midlands and Lancashire Commissioning Support Unit				
	Needs analysis		x	Midlands and Lancashire Commissioning Support Unit				
Education	Course catalogue development		x	Midlands and Lancashire Commissioning Support Unit				
	Learning management		x	Midlands and Lancashire Commissioning Support Unit				
	Knowledge management		x	Midlands and Lancashire Commissioning Support Unit				
	Course commissioning/delivery		x	Midlands and Lancashire Commissioning Support Unit				
	e-learning material development		x	Midlands and Lancashire Commissioning Support Unit				
	Assessments		x	Midlands and Lancashire Commissioning Support Unit				
	Statutory mandatory training		x	Midlands and Lancashire Commissioning Support Unit				
	General training		x	Midlands and Lancashire Commissioning Support Unit				
	Nurse & medical education & induction		x	Midlands and Lancashire Commissioning Support Unit				
	Staff survey		x	Quality for Health				
Organisational	Performance management							
	Organisational change							
	Equality & diversity							
	Leadership & team development							
Rostering								
HR specific systems	Systems (including licences, purchase and annual support and maintenance) to deliver the HR function (e.g. remote access tools, TRAC)		x	Midlands and Lancashire Commissioning Support Unit				
	Designated software support staff associated with these systems		x	Midlands and Lancashire Commissioning Support Unit				
Expenses reimbursement	Expenses processing		x	St Helens and Knowsley Teaching Hospitals NHS Trust				
	Expenses Software		x	St Helens and Knowsley Teaching Hospitals NHS Trust				
	Production of P11D forms		x	St Helens and Knowsley Teaching Hospitals NHS Trust				

Appendix 2

FUNCTIONS	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2018/2019	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2019/2020?	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2020/2021?
Human Resources and Organisational Development	£24,728	£17,625	£17,983
Employment Services	Combined with HR & OD during 2018/19	£7,919	£8,079
Information Governance / Complaints	£62,841	£64,543	£65,863
Occupational Health	£2,332	£3,498	£3,498
Staff Survey	£396	£418	£508 (Budgeted amount)
Expenses Reimbursement	No set cost - charged per a payslip based upon how much it costs to provide the whole payroll service	No set cost - charged per a payslip based upon how much it costs to provide the whole payroll service	No set cost - charged per a payslip based upon how much it costs to provide the whole payroll service