

HR Workforce FOI

Please provide the information below, if it is not possible to provide the information requested due to the information exceeding the cost of compliance limited identified in Section 12, please provide advice and assistance, under the Section 16 obligations of the act, as to how i can refine my request.

1. Please provide the following information for the people responsible for the following HR functions	Name	Job Title	Email Address
1a. Overall HR	Linda Burton	Associate Director of Workforce	linda.burton@paget.nhs.uk
1b. HR/Workforce Planning	Rachel Nudd	Head of Workforce Operations	rachel.nudd@paget.nhs.uk
2. For the following financial years, please provide the following information	2015/16	2016/17	
2a. What is the organisations total gross pay costs			
<i>(all expenditure on staff)</i>			
2b. What is the organisations total pay costs on your permanent workforce			
<i>(staff that hold permanent contracts only)</i>			
2c. How much did the organisation spend on contingent (non-permanent) or temporary workers			Can be found on the Trust website in the financial statements: http://www.paget.nhs.uk/about-us/publications-reports/
<i>(this includes any temporary or contract workers such as agency workers, casual workers, temps, self-employed workers / contractors, inc. PSCs, umbrella companies, and all types of short and long term contractors)</i>			
3. For the following financial years, please provide the following information, providing the figures as the number of employees & full time equivalents (FTE)	2015/16	2016/17	
How many permanent workers did the organisation employ:			
3a. Number of Employees	2773	2827	
3b. Full Time Equivalent (FTE)	2276.93	2323.48	
On average, how many contingent (non-permanent) or temporary workers has the organisation engaged with:			
<i>(this includes any temporary or contract workers such as agency workers, casual workers, temps, self-employed workers / contractors, inc. PSCs, umbrella companies, and all types of short and long term contractors)</i>			
3c. Number of Employees	794	891	
3d. Full Time Equivalent (FTE)	269.33 as of 31/03/16	315.59 as of 31/03/17	
4. Please list the software the organisation uses for the following HR functions			
4a. HR	ESR	ESR	
4b. Payroll			
<i>(if the organisation uses multiple payroll software for different workers/payroll frequencies ie. substantive, agency/weekly, monthly payroll - please list all)</i>			
4c. Recruitment	ESR	ESR	
4d. HR/Workforce Analytics	ESR / NHS Jobs ESR - Discover and BI	ESR / NHS Jobs ESR - Discover and BI	
4e. Other employee/HR related systems for tracking or planning	Allocate Rostering Software	Allocate Rostering Software	
5. Please state which Enterprise Resource Planning (ERP) software the organisation utilises e.g Oracle, SAP, PeopleSoft, Workday	N/A	N/A	
6. Does the organisation have a HR data warehouse?	No	No	