



East London
NHS Foundation Trust

Information Governance

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Website: <https://www.elft.nhs.uk>

14 December 2021

Our reference: FOI DA4000

I am responding to your request for information received 18 November 2021. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,

Keshia Harvey
Information Governance Manager

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113
Web: www.ico.org.uk

Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention

Chair: Mark Lam

Chief Executive: Paul Calaminus

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Request: I would like to know if there is any reference in ELFT Policies, Procedures or any other media to the Term "Bank Staff/Contractor" or other similar term for the engagement / employment of staff / contractors working at ELFT.

I am advised by ELFT that such a term may have been used in 2017 as an employment status for staff who were previously self-employed contractors and whose terms of service were affected by IR35.

If there is no reference to such a term, I would be grateful if you would please confirm this - if there is/are reference(s), can you please let me know how I can access the necessary documents.

Answer: By way of advice and assistance, in accordance with Section 16 FOIA, we can confirm that the Trust publishes its current HR policies online, accessible via <https://www.elft.nhs.uk/About-Us/Freedom-of-Information/Trust-Policies-and-Procedures/Human-Resources-Policies>.

There is reference to different types of staffing in a number of HR policies using a range of terms (bank/agency/ contractor), and therefore reflecting some of the terms you have referred to in your request. It is not clear what other similar terms you would like us to search for. Furthermore, reviewing all Trust Policies and Procedures and "any other media" in the period around 2017 to date for the terms quoted in the request (and to look for variations or other reasonably 'similar terms'), is likely to take considerably longer than the 18 hours prescribed limit under the FOIA (Section 12).

The Trust has currently, as you will see, approximately 100 policies (and there may also have been some historical versions which may no longer be readily accessible) and necessarily, some policies may apply only to certain groups, and therefore the only way to complete the request in the way you have asked for would be to manually review all possible relevant documents (and to try and access any historical versions if available at all) to try to find terms that are, or which may be synonymous with, the wording you have asked about.

For completeness and so as to discharge our obligations under Section 21 FOIA, published policies, and the information within them, are technically covered by the exemption in Section 21 of the FOI Act, which states that (1) Information which is reasonably accessible to the applicant otherwise than under [a request made under FOIA] 1 is exempt information.