



East London
NHS Foundation Trust
Information Governance
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Website: <https://www.elft.nhs.uk>

1st May 2025

Our reference: FOI DA6026

I am responding to your request for information received 28th April 2025. 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,

FOI Team

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



We promise to work together creatively to: learn
'what matters' to everyone, achieve a better quality
of life and continuously improve our services.
We care . We respect . We are inclusive

Chief Executive Officer: Lorraine Sunduza
Chair: Eileen Taylor

Request:

I am writing to formally request information under the Freedom of Information Act 2000 regarding the management of temporary staffing at your Trust. Specifically, I would like to request the following:

Question 1: Fulfilment: Are bank workers directly engaged with the Trust or provided by 3rd parties (such as NHS Professionals)

Answer: Directly engaged with the Trust.

Question 2: Arrangement: Are bank workers legally 'workers' or 'employees' within your organisation?

Answer: Employees.

Question 3: Temporary Staffing Policy: Please provide a copy of the current policy or guidelines in place for managing bank workers within the Trust.

Answer: The Trust has reviewed question 3 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the Freedom of Information Act 2000 states:

*Any person making a request for information to a public authority is entitled—
(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
(b) if that is the case, to have that information communicated to them.*

East London NHS Foundation Trust does not record the information requested and is therefore unable to provide a response.

To advise and assist, the nearest equivalent to what is described is the recruitment and selection policy. For this, please visit <https://www.elft.nhs.uk/information-about-elft/trust-policies-procedures> - People and Culture section.

Question 4: Management of Conduct and Performance Bank Workers: Is there a clear process for managing complaints in relation to conduct / performance? Is this part of policy and procedure also used for permanent employees? Please supply documentation / SOPs where applicable.

Answer: The Trust has reviewed question 4 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 21(1) of the FOI Act states:

(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.

The information requested is accessible here:

<https://www.elft.nhs.uk/information-about-elft/trust-policies-procedures> - People and Culture section. See the Managing for Improved Performance policy and the Grievance policy and procedure.

Yes, the policies and procedures are also used for permanent employees.



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Question 5: Appraisal Arrangements / Supervision: Is an appraisal, PDR or supervision offered to bank workers? If so, at what interval and is this a mandatory requirement?

Answer: Appraisal – No
Supervision – Yes, on a monthly basis and is a mandatory requirement.



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