

30 March 2015

Dear Sir/Madam

Thank you for your recent Freedom of Information request regarding recruitment agencies.

The Trust can provide the following information:

1. In last 2 years has your organisation used external recruitment agencies to hire for permanent or contract roles?

Yes

2. In list format what are the five highest paid external recruitment agencies with the total amount paid in the last 2 years?

AGENCY 2014/15 financial year spend	TOTAL SPEND	LPP	CCS
CARE PROVIDERS Total	1,996,811.15	X	
CROMWELL MEDICAL STAFFING LTD Total	1,618,917.52	X	
PULSE Total	565,481.11	X	
HCL Total	497,132.40	X	
MORGAN LAW RECRUITMENT CONSULTANCY LTD Total	446,369.33		X

AGENCY spend 2013/14 financial year spend	TOTAL SPEND	LPP	GPS
CROMWELL MEDICAL STAFFING LTD Total	1,432,275.51	X	
MORGAN LAW RECRUITMENT CONSULTANCY LTD Total	863,337.12		X
CARE PROVIDERS Total	822,964.32	X	
CAPITAL STAFFING Total	752,395.87	X	
TEAM24 LTD Total	527,735.67	X	

3. What is the fee structure charged for the five highest paid vacancies by the above five external recruitment agencies and the roles that were hired for? Example: Office Manager - Salary £20,000 Fees paid 15% of salary = Total recruitment fees paid £3000.

Permanent placement fee 15% before 12 week. No fees after 12 weeks as per LPP & CCS Framework Agreement.

4. For the coming year what live vacancies does the organisation currently have for permanent or contract roles, please list these vacancies with the following;

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- Current or future positions and an exact salary figure
- What type of positions are they? (Contract or Permanent)
- Who is the hiring manager, please provide their full details: Full name, Telephone number, Email, Job Title and Department

All vacancies which are live and at advertising stage can be viewed via NHS jobs, adverts include contact details.

If division wish to appoint a 'contractor' they will do this directly via the staff bank / relevant agency / procurement.

5. On which websites are these jobs advertised? Please clearly provide a link/list to where these jobs are advertised.

Majority of the permanent vacancies are advertised in NHS Job website.
www.jobs.nhs.uk

6. What is the process to selecting new recruitment agencies? Please provide the procurement process for selecting new recruitment agencies and what date is this conducted and by whom? Please provide full contact details.

Homerton uses London Procurement Partnership Framework

NHS London Procurement Partnership
200 Great Dover Street
London
SE1 4YB

Telephone: 020 7188 6680
Email: lpp.comms@nhs.net

Crown Commercial Service Framework contact number 0345 010 3503 and email address: info@ccs.gsi.gov.uk

7. Is there a purchase threshold below which allows the organisation to use external recruitment agencies which are not on any preferred supplier arrangements or contracts without going through a formal tender process?

Under 50k. MUST GET 3 QUOTES. If the need arises where we have to use a non-framework agency, they have to agree to our terms and conditions.

If you have any queries about this response please contact the information governance manager at foi@homerton.nhs.uk , in the first instance. If, following that, you still have any concerns, you may contact the Information Commissioner either by letter, FOI/EIR Complaints resolution, Wycliffe House, Water Lane, Wilmslow, Cheshire SM9 5AF, or by email www.informationcommissioner.gov.uk to take them further.

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Yours sincerely

Laura Evans
Information Governance Administrator

Mike Dunne
Information Governance Manager/Deputy Calidcott Guardian