Freedom of Information Act 2000 disclosure log entry

Reference

23-24198

Date response sent

18/08/23

Subject

Procurement Staff Organisation Charts

Details of enquiry

I would like to request the following records under the Freedom of Information Act.

1. The organisational chart for your procurement department, including logistics and warehousing and other associated sub-units of the procurement and purchasing function.

   Please include the job titles and Agenda for Change banding. For those instances where there are multiple people employed in the same role (for example, by way of a hypothetical: "contract manager" or "materials manager"), please include a headcount and FTE for that role.

   Please also include the names of people on this organisational chart only where appropriate. I appreciate that many of the people on the chart will be too junior to have their names released and I would ask that you redact them.

2. A breakdown of your procurement department staff headcount in each Agenda for Change band by gender and ethnicity.

Response sent

It is relevant to your understanding of our response, that you are aware that the Tavistock and Portman NHS Foundation Trust is a small specialist mental health Trust, not a hospital, and that we only provide outpatient, and mainly psychological, services, and do not provide acute services, inpatient services, nor any A&E services.

> The Trust does not have a procurement department, so your request for a structure chart of such department cannot be met.

- The buying and contracting side of the procurement function has been outsourced to a third party, Elon Group Ltd

- All bought ledger activity has been outsourced to third party Shared Business Services (SBS).

Both contracted out services, mentioned above, report to our interim Chief Finance Officer, Peter O'Neill.

Your request for information is not applicable to our Trust as we do not have any staff employed within procurement, logistics, nor warehousing to which this information would apply.