

Freedom of Information Act 2000 disclosure log entry

Reference

18-19334

Date sent

18/01/2018

Subject

Centralised Temp Bookings

Details of enquiry

Please see attached questions, [table below] which I would appreciate if you could answer and return to me.

Response Sent

Question	Answer
1. Does your Trust have a centralized temporary staff booking team? Yes or No?	Yes
2. Does your Trust have a centralized temporary staff booking team specifically for Non-Medical Non-Clinical Staffing? Yes or No?	No
3. If Yes, which categories does it book for?	
a. Admin & Clerical Staff Lead Name & Position Contact telephone DD Contact email:	Yes: The Trust only discloses names and contact details of directors. The director responsible for this service is: Craig De Souza, Director of HR & Corporate Governance Tel: 020 7435 7111 CdeSousa@Tavi-Port.nhs.uk Mr De Souza does not give his consent to be contacted for marketing purposes as a result of this FOI.
b. Corporate Functions Staff Lead Name & Position Contact telephone DD Contact email	Yes: Our response to 3a. above refers.

Question	Answer
<p>c. Ancillary Functions Staff Lead Name & Position Contact telephone DD Contact email</p>	<p>Yes: Our response to 3a. above refers.</p>
<p>d. IT Professionals Staff Lead Name & Position Contact telephone DD Contact email</p>	<p>Yes: Our response to 3a. above refers.</p>
<p>e. Legal Supply Staff Lead Name & Position Contact telephone DD Contact email</p>	<p>Yes: Our response to 3a. above refers.</p>
<p>f. Some Other(Please specify which)</p> <p>If No, please provide a list of all departmental heads responsible for booking temporary staff.</p>	<p>Not applicable</p>
<p>4. Please also provide contact telephone DD and email addresses of:</p>	
<p>a) Your Heads Procurement</p>	<p>Terry Noys, Deputy CEO & Finance Director. Tel: 020 7435 7111 TNoys@Tavi-Port.nhs.uk Mr Noys does not give his consent to be contacted for marketing purposes as a result of this FOI.</p>
<p>b) Your Senior Buyer/Category Manager responsible for overseeing HR/Agency procurement in your trust?</p>	<p>Our response to 4a. above refers</p>