

9th September 2024

Subject: Freedom of Information Request - RM6281 Workforce Alliance Framework

Dear Tavistock and Portman NHS Foundation Trust,

I am writing to submit a Freedom of Information (FOI) request concerning the procurement and award of contracts under Lot 1 of the Workforce Alliance RM6281 framework for temporary clinical and healthcare staffing. I would appreciate your assistance in providing the following information:

1. Direct Award Method:

- Has your Trust employed the direct award method for sourcing workers or small groups of workers under the RM6281 framework? If so, please provide evidence demonstrating that the selected suppliers offered the most economically advantageous terms in accordance with the framework's guidelines.

We would take into consideration the rate card supplier skills, regions and branches matrix as supplied within the framework guidance [User-Guide-RM6281-Workforce-Alliance-Clinical-and-Healthcare-Staffing-Framework-FINAL.pdf \(workforcealliance.nhs.uk\)](#)

All contracts offered under frameworks have been competitively assessed by the framework provider for value for money and quality of services, and the Trust does comply with all framework guidelines when awarding direct contracts.

- What measures does your Trust implement to ensure transparency and fairness in direct award decisions, including maintaining a clear audit trail?

The Trust follows government guidance and procurement legislation [The Public Contracts Regulations 2015 \(legislation.gov.uk\)](#) in awarding contracts which adhere to government guidance and legislation for transparency and fairness, along with keeping a clear audit trail of records.

2. Further Competition:

- Has your Trust used the further competition process for awarding contracts where adjustments to the framework terms were necessary or where commercial benefits could be achieved? Please provide documentation detailing:

No. We have not used the further competition process for adjusting framework terms.

- The identification of the relevant lot.
- Invitations sent to all capable suppliers.
- Evaluation criteria used to determine the most economically advantageous tender.
- Evidence of a fair and transparent evaluation process.

3. Neutral or Master Vendor:

- If your Trust utilizes a neutral or master vendor to manage temporary staffing, how do you ensure these vendors comply with the framework's requirements, including the Public Contracts Regulations 2015? Please provide evidence of compliance with the framework's rules for transparency, fairness, and economic advantage.

The Trust does not use a neutral or master vendor.

- What processes are in place to monitor and audit the actions of neutral or master vendors?

Not applicable, see above response.

4. Supplier Selection and Exclusion:

- Please explain how your Trust lawfully selects certain suppliers while excluding others under the RM6281 framework. What justifications are used for these decisions, and how do you ensure compliance with the framework and procurement regulations?

The framework process pre-vets and pre-determines supplier's range of services and price of service, and we select suppliers based on the framework user guidance, [User-Guide-RM6281-Workforce-Alliance-Clinical-and-Healthcare-Staffing-Framework-FINAL.pdf \(workforcealliance.nhs.uk\)](#)

The speed of response to our requirements and availability of candidates who meet the person specification. We would also consider quality of past performance for those suppliers whom we have previously used.

5. Processes for Supplier Selection:

- Could you outline the process your Trust follows when selecting suppliers for temporary clinical and healthcare staff under RM6281? This should include the decision-making steps for choosing between direct award, further competition, or engaging a neutral/master vendor.

The framework steps specify how to approach contract award,

- Please provide contact details for the department responsible for handling legal queries related to procurement under the framework.

The first point of contact for legal queries should be addressed to the Procurement Department, procurement@tavi-port.nhs.uk

6. Additional Information:

- The total number of agencies listed under Lot 1 and the rates at which they supply their services. Under Section 21 of the Freedom of Information Act, we are not required to provide information in response to a request if that information is already reasonably accessible to you.

The information you are requesting here is already publicly available, and may be found on the NHS workforce alliance website, via the following link: [Clinical and Healthcare Staffing \(RM6281\) Expires 4 May 27 | NHS Workforce Alliance](#)

- The name of the master or neutral vendor managing shift allocation.
We do not work shifts, and we do use a master or neutral vendor.
- If your Trust is not using the Workforce Alliance RM6281 framework, please specify which framework is currently in use.
Not applicable, see above responses.

I would be grateful if you could provide a response within the statutory 20 working days as specified in the Freedom of Information Act 2000. Should you require any further clarification, please do not hesitate to contact me using the details below.

Thank you for your attention to this matter.

Yours sincerely,
Jacklyn Palmer
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