

1. Does the CCG/CSU have a centralised human resources department or staffing team that is responsible for temporary or permanent agency staffing? Please answer yes or no. **NO**
2. Does the CCG/CSU have a preferred suppliers list for agencies supplying temporary agency staff? Please answer yes or no **NO**
3. Does the CCG/CSU utilise an external organisation or agency to handle its temporary agency recruitment? (i.e Neutral vendor solution or a Master vendor solution) Please answer yes or no. **NO**
4. Please provide the following information on agency (non-contract) staff spending and the number of agency workers for 16/17, 17/18 and 18/19, split by clinical and non-clinical.

Agency (non-contract) Staff - Spend (£)

	Total	Non-Clinical Staff	Clinical Staff
2016/17	£1,531,551	£282,466	£1,249,085
2017/18	£819,584	£112,389	£707,195
2018/19	£449,296	£191,293	£258,004

Agency (non-contract) Staff – No. of Staff

	Total	Non-Clinical Staff	Clinical Staff
2016/17	102	75	27
2017/18	117	92	25
2018/19	73	48	25

- Note West Hampshire CCG hosts a number of services in the area on behalf of 5 CCGs in Hampshire, therefore West Hampshire CCG may only pick up a small percentage of any one agency staff member's cost. Therefore the number of staff employed is not always easy to correlate to the money spent.
5. Based on the clinical agency spend and staffing numbers provided in question 4, please provide a further breakdown by the following clinical staffing categories.

Clinical Staff Only - Agency (non-contract) Staff -Spend(£)

	Locum Doctors (including Locum GPs)	Mental Health & Learning Disability Nurses	General Nurses	AHPs & Health Science	Social Care	Other
2016/17	0	649,524	599,561	0	0	0
2017/18	0	353,598	353,597	0	0	0
2018/19	0	152,222	105,782	0	0	0

Clinical Staff Only - Agency (non-contract) Staff – No. of Staff

	Locum Doctors (including Locum GPs)	Mental Health & Learning Disability Nurses	General Nurses	AHPs & Health Science	Social Care	Other
2016/17	0	14	13	0	0	0
2017/18	0	13	12	0	0	0
2018/19	0	15	10	0	0	0

6. Based on the non-clinical agency spend and staffing numbers provided in question 4, please provide a further breakdown by the following clinical staffing categories.

Non-Clinical Staff Only - Agency (non-contract) Staff -Spend(£)

	Admin & Clerical	Corporate	IT	Legal	Ancillary & Estates	Other
2016/17	55,129	89,248	3,278	0	0	134,811
2017/18	33,261	29,833	0	0	0	49,294
2018/19	113,839	39,661	13,204	0	0	24,589

- Note the other staff category relate to hosted services. Therefore West Hampshire CCG may only pick up a small percentage of any one agency staff member's cost. Therefore the number of staff employed is not always easy to correlate to the money spent.

Clinical Staff Only - Agency (non-contract) Staff – No. of Staff

	Admin & Clerical	Corporate	IT	Legal	Ancillary & Estates	Other
2016/17	19	15	1	0	0	40
2017/18	8	6	0	0	0	78
2018/19	45	16	2	0	0	10

7. Please state the number of temporary staffing agencies the CCG/CSU engaged with in 18/19?

8. Please list the name of the top five agencies for spend on agency staff across all staffing groups in 17/18 and 18/19. Please provide the total spend in 17/18 and 18/19 towards each named agency.

Name of Agency	Total Spend 17/18
Agency 1	£421,651
Agency 2	£86,724
Agency 3	£74,313
Agency 4	£70,176
Agency 5	£33,500

Name of Agency	Total Spend 18/19
Agency 1	£141,038
Agency 2	£60,798
Agency 3	£44,216
Agency 4	£30,233
Agency 5	£14,487

*Note agency names have been adapted due to commercial in confidence information.

9. Does the CCG/CSU use Direct Engagement to employ temporary staff? (This is where the CCG/CSU books a worker through an approved agency, but the CCG/CSU contracts directly with the worker and processes their payroll either via PAYE or as a limited company). **NO**
10. If answered yes to Q8, please provide details of the number of staff contracted through a Direct Engagement model.

	Total	Non-Clinical Staff	Clinical Staff
Directly Engaged Temporary Staff Spend 17/18 (£)			
Number of Directly Engaged staff 17/18			