

No.	Questions	Answers	Notes
1	Does the organisation use establishment control (part of the ESR workstructures process)?	Yes	
2	How do you keep track of vacancies? (e.g. Establishment Control, NHS Jobs / Tracs, finance packages etc.)	Establishment Control	
3	What was your average vacancy rate in 16/17?	-	
	Nursing & HCAs	9.84%	Establishment wef. 31/03/2017
	Medical & Dental	0.00%	Establishment wef. 31/03/2017
	AHPs	6.10%	Establishment wef. 31/03/2017
	Admin & Clerical	0.00%	Establishment wef. 31/03/2017
	Estates & Facilities	7.11%	Establishment wef. 31/03/2017
	Scientific	7.84%	Establishment wef. 31/03/2017
	Other	9.02%	Establishment wef. 31/03/2017
4	Who provides the organisation's statutory / mandatory training? (e.g. OLM, Skills for Health, Training Tracker etc.)	Local e-learning through OLM, Junior Doctors induction provided by Dynamic.	
	Annual cost in 16/17?	£0	Free - Local Content provided so no contract
	Contract start		

	Contract end		
5	Are you signed up to the NHS Streamlining Core Skills (CSTF)		
6	Are you producing paper payslips?	Only for Staff on Long term Sickness or Maternity Leave	
7	Is employee self-service switched on?	Yes	
8	Is manager self-service used? If so, please state if this is supervisor, administrator or	Supervisor self service in some areas	
9	What was the cost of providing statutory & mandatory training in 16/17?	Nil	Free - Local Content provided
10	providing all other training in 16/17? (non-statutory / mandatory)	Unable to provide this information	
11	What was the average time (weeks) taken to fill vacancies in 16/17?		
	OVERALL AVERAGE	49 days	Excluding Medical
	Nursing & HCAs	51 days	Time from receiving interview outcome to start date.
	Medical & Dental	60 days	
	AHPs	60 days	Time from receiving interview outcome to start date.
	Admin & Clerical	35 days	Time from receiving interview outcome to start date.
	Estates & Facilities	43 days	Time from receiving interview outcome to start date.

	Scientific	56 days	Time from receiving interview outcome to start date.
	Other	53 days	Time from receiving interview outcome to start date.
12	What was the total expenditure on admin / back-office functions in 16/17?		
	TOTAL		IT Data not held for 2016/17
	HR Management cost	£5,422,000	
	Financial Management cost	£2,753,000	
	IT cost		Data not held for 2016/17
13	What was the average cost per payslip in 16/17?	£4.24	
14	What was the average cost to process an invoice in 16/17?	£0.0004	
15	Do you have any plan to consolidate back-office functions with any other NHS organisations?	The Trust is working with partner organisations in the Devon STP to consider means of improving the efficiency and effectiveness of back-office functions, including options for consolidation.	
	Which function(s)?	Discussions have covered HR, Finance, IT, Estates and Facilities.	
	Lead organisation	No lead organisation has been determined.	

	Description of plans	No firm plans have yet been developed.	
16	What was your Stat / man training compliance rate (16/17)	88.05%	wef. 31/03/2017
17	What percentage of annual appraisals / personal development plans were completed on time in 16/17?	82.37%	Appraisals completed wef. 31/03/2017, there is no record if the were completed on time.
18	What is your ranking in the national Woven report?	136/433	

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Attachments	Yes

Freedom of Information Act Disclosure log - Reply Extract

You asked

I am interested in different consultancy metrics within the NHS across the entire organisation. For this, please provide a response to the attached spreadsheet. Please return the data in excel format, not PDF

Our response

Please refer to the attached spreadsheet

Attachments included: Yes