

FREEDOM OF INFORMATION RESPONSE

FOI 2467

Agency recruitment

Q1. In last 2 years has your organisation used external recruitment agencies to hire for permanent or contract roles?

Yes

HCL (EM/Anaesthetics doctors)

GlobalMedicRec (Stroke doctor)

HCL Staff nurses

Q2. In list format what are the five highest paid external recruitment agencies with the total amount paid in the last 2 years?

HCL

GlobalMedicRec

Q3. What is the fee structure charged for the five highest paid vacancies by the above five external recruitment agencies and the roles that were hired for? Example: Office Manager - Salary £20,000 Fees paid 15% of salary = Total recruitment fees paid £3000.

£3,600 per nurse HCL Nursing plus £9,000 consultancy fees

£7,000 per doctor HCL Permanent plus £3,500 contract fee

£16,800 GlobalMedicRec for 1 senior medical appointment in Stroke

Q4. For the coming year what live vacancies does the organisation currently have for permanent or contract roles, please list these vacancies with the following;

- Current or future positions and an exact salary figure
- What type of positions are they? (Contract or Permanent)
- Who is the hiring manager, please provide their full details: Full name, Telephone number, Email, Job Title and Department

We cannot provide exact figures. All our vacancies are advertised via NHS Jobs.

We anticipate Consultant and Middle Grade Doctor vacancies in Emergency Medicine, Medical specialities, Obstetrics and Gynaecology. There are also staff nurse vacancies in surgical and medical specialities. All salaries will be in accordance with NHS pay scales.

Q5. On which websites are these jobs advertised? Please clearly provide a link/list to where these jobs are advertised.

We advertise all roles on NHS Jobs via NHS Jobs <https://www.jobs.nhs.uk/>

Q6. What is the process to selecting new recruitment agencies? Please provide the procurement process for selecting new recruitment agencies and what date is this conducted and by whom? Please provide full contact details.

Where possible, existing frameworks will be used to select recruitment agencies. This approach should only be taken if local recruitment has not been successful. Dependent upon the objectives of the recruitment exercise, specific criteria will be identified by the recruiting manager upon which a decision will be made to select which suppliers to use. The procurement process undertaken will depend upon the cost of the service to be provided. Internal standing financial instructions govern the process to be followed out of use of established framework, competitive quotations, local tender process or EU procurement process.

Q7. Is there a purchase threshold below which allows the organisation to use external recruitment agencies which are not on any preferred supplier arrangements or contracts without going through a formal tender process?

The thresholds are as follows:

Make use of established framework providers. If not possible:

Below £10,000 verbal quotations only

Between £10,000 and £50,000 three written quotations

Between £50,000 and £114,000 local tender

Above £114,000 EU Procurement process