

Our Ref: NG/RM/25291
Date: 5th September 2025

Nicola Griffiths
Deputy Director of Governance
North Staffordshire Combined Healthcare NHS Trust
Lawton House
Bellringer Road
Trentham
ST4 8HH

Reception: 0300 123 1535

Dear

Freedom of Information Act Request

I am writing in response to your e-mail of the 12th August 2025. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

Requested information:

I am writing to request information under the freedom of information act on your organisations use of Job Planning. Please can you fill out the questions for each staffing group listed in the table below-

| | Consultants | SAS Doctors | Allied Health Professionals (AHPs) |
|---|-------------------------------|-------------------------------|------------------------------------|
| 1. Does your organisation use job planning software? | Yes | Yes | No |
| 2. If yes, please can you specify the name of the job planning supplier? | SARD | SARD | N/A |
| 3. If no, could you please specify how you carry out job planning?- for example paper based, Excel, Microsoft word, Other- please state | N/A | N/A | Paper based |
| 4. What is the contract start date for your job planning supplier? | 2022 | 2022 | N/A |
| 5. What is the contract end date for your job planning supplier? | 30/09/2025 | 30/09/2025 | N/A |
| 6. What was the annual cost of your job planning supplier for the financial year 24/25 (April 2024 - March 2025)? | £4909.20 for 2024-2025 | £4909.20 for 2024-2025 | N/A |
| 7. Is job planning in your organisation demand led? | Yes | Yes | Yes |

Chair: Janet Dawson
Chief Executive: Dr Buki Adeyemo
www.combined.nhs.uk

Follow us on Twitter: @CombinedNHS
Follow us on Facebook: www.facebook.com/NorthStaffsCombined



| | | | |
|--|-----------------|-----------------|--|
| 8. If yes, what frequency is it reviewed? (Monthly, Quarterly, Annually) | Annually | Annually | Managers will review as needed |
| 9. For each staffing group what percentage of staff is job planning rolled out to? | 100% | 100% | Depends on team leadership and service managers |
| 10. What other third-party systems does your Job planning system integrate with? | N/A | N/A | N/A |

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Dr Buki Adeyemo, Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



Nicola Griffiths
Deputy Director of Governance