

Freedom of Information Request

Reference Number: EPUT.FOI.20.1779
Date Received: 22nd December 2020

Information Requested:

The following applies to Trust wide admin posts only:

1. What band 5 and band 6 seconded and substantive positions have been advertised (including expression of interest) by the Trust since August 2019 to date
Please note all adverts would be open to existing staff and secondments would be considered in line with trust recruitment & retention policy so may not necessarily be advertised as 'secondment'. The figures applied are those posts been made available either substantively or via secondment

*The posts listed as (Duplicate) were re-advertised posts

Job Title	Advertising Scope	Band
HR Advisor	Public	NHS AfC: Band 6
Project Co-Ordinator	Public	NHS AfC: Band 5
Incident Management & Business Support	Internal only	NHS AfC: Band 5
Staff Engagement Coordinator	Public	NHS AfC: Band 5
Vocational Apprenticeship Assessor / Trainer	Public	NHS AfC: Band 5
LSMS (Local Security Management Specialist)	Public	NHS AfC: Band 6
Mandatory Trainer	Public	NHS AfC: Band 5
Essex Health & Justice CPN (Duplicate)	Public	NHS AfC: Band 6
Business Support –Covid 19 Vaccination Programme	Public	NHS AfC: Band 5
Medical Secretarial Team Leader	Public	NHS AfC: Band 5
Project Co-Ordinator (Duplicate)	Public	NHS AfC: Band 5
HR Advisors (Duplicate)	Public	NHS AfC: Band 6
Information and Performance Analyst	Public	NHS AfC: Band 6

Estates & Facilities Officer	Internal only	NHS AfC: Band 6
Medical Secretariat Service Manager and Team Leader	Internal only	NHS AfC: Band 6
LSMS (Duplicate)	Public	NHS AfC: Band 6
Essex Health & Justice CPN (Duplicate)	Public	NHS AfC: Band 6
Service Delivery Technician - Field Based	Public	NHS AfC: Band 5
Cyber Security Engineer	Public	NHS AfC: Band 5
Service Improvement Facilitator	Internal only	NHS AfC: Band 6
Emis Ascribe Systems Manager	Public	NHS AfC: Band 5
Cyber Security Specialist	Public	NHS AfC: Band 6
Project Support Officer	Public	NHS AfC: Band 5
Essex Health & Justice CPN (Duplicate)	Public	NHS AfC: Band 6
Essex Health & Justice CPN (Duplicate)	Public	NHS AfC: Band 6
Recruitment and Retention Manager	Public	NHS AfC: Band 6
Community Team Manager	Public	NHS AfC: Band 5
Essex Health & Justice CPN (Duplicate)	Public	NHS AfC: Band 6
Administration Team Leader (Duplicate)	Public	NHS AfC: Band 5
Incident Management and Business Support	Public	NHS AfC: Band 5
Essex Health & Justice CPN (Duplicate)	Public	NHS AfC: Band 6
Senior Communications Officer (Duplicate)	Public	NHS AfC: Band 6
Cyber Security Specialist (Duplicate)	Public	NHS AfC: Band 6
Service Delivery Technician - Field Based (Duplicate)	Public	NHS AfC: Band 5
Housing Support Officer - Forensic Service (Duplicate)	Public	NHS AfC: Band 4
Network Technician	Public	NHS AfC: Band 5
DBA Developer	Public	NHS AfC: Band 5

Senior Communications Officer	Public	NHS AfC: Band 6
Student Education Facilitator	Public	NHS AfC: Band 6
Senior Network Technician	Public	NHS AfC: Band 6
Senior System Technician	Public	NHS AfC: Band 6
Student Education Facilitator - (Supporting Apprenticeship Program Development)	Public	NHS AfC: Band 6
Housing Support Officer - Forensic Service	Public	NHS AfC: Band 4
Network Technician (Duplicate)	Public	NHS AfC: Band 5
Service User Network Manager and Facilitator for Personality Disorder & Complex Needs	Public	NHS AfC: Band 6
Project Officer	Internal only	NHS AfC: Band 5
Information and Performance Analyst (Duplicate)	Public	NHS AfC: Band 6
Senior Management Accountant	Internal only	NHS AfC: Band 6
Therapeutic and Safe intervention and De-escalation (TASID) Trainer	Internal only	NHS AfC: Band 5
Administration Team Leader	Internal only	NHS AfC: Band 5
Project Officer (Duplicate)	Public	NHS AfC: Band 5
Vocational Apprenticeship Assessor / Trainer	Public	NHS AfC: Band 5
System Technician	Public	NHS AfC: Band 5
Project Assistant	Public	NHS AfC: Band 5
Senior System Technician	Public	NHS AfC: Band 6
Dashboard Manager (Duplicate)	Public	NHS AfC: Band 6
Mandatory Training Trainer	Public	NHS AfC: Band 5
Business Development Manager	Public	NHS AfC: Band 6
Vocational Apprenticeship Assessor / Trainer	Public	NHS AfC: Band 5

Information and Performance Analyst	Internal only	NHS AfC: Band 6
Recruitment Project Officer	Public	NHS AfC: Band 5
Dashboard Manager	Public	NHS AfC: Band 6
PA to the Executive Director of People and Culture	Internal only	NHS AfC: Band 5

2. What band 5 and Band 6 seconded and substantive positions have been available but have not been advertised (including expressions of interest) by the Trust since August 2019 to date
Expressions of Interest are not recorded therefore figures cannot be included within this but the figures for Question 3 provide the seconded and substantive positions broken into band 5/6

Please note there may be vacancies held/managed by the budget holder that have not be put out for advert for unknown reasons. The vacancy may be sitting on the budget

3. What Band 5 and Band 6 positions have been filled either as seconded posts or substantive posts since August 2019 to date
The number of new starters and the number of promotions into those two pay bands and the total is as follows:

Band 5 - 40

Band 6 - 38

4. Please can we have a Current organisational structure including job titles, bandings and names
The Trust has received similar FOI requests for current organisational and structure charts. All EPUT FOI requests are published on its Publication Scheme. The Trust therefore believes that the information above is publicly available on its Website and is applying Section 21 exemption of the Act (Information accessible to applicant by other means). Essex Partnership University NHS Foundation Trust's (EPUT) Publication Scheme is located on its Website at the following link
<https://eput.nhs.uk/publication-documents/>

Applied Exemption:

Section 21 (Information accessible to applicant by other means):

- (1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.
- (2) For the purposes of subsection (1)—
 - (a) Information may be reasonably accessible to the applicant even though it is accessible only on payment, and
 - (b) Information is to be taken to be reasonably accessible to the applicant if it is information which the public authority or any other person is obliged by or under any enactment to communicate

(otherwise than by making the information available for inspection) to members of the public on request, whether free of charge or on payment.

- (3) For the purposes of subsection (1), information which is held by a public authority and does not fall within subsection (2)(b) is not to be regarded as reasonably accessible to the applicant merely because the information is available from the public authority itself on request, unless the information is made available in accordance with the authority's publication scheme and any payment required is specified in, or determined in accordance with, the scheme

Publication Scheme:

As part of the Freedom of Information Act all public organisations are required to proactively publish certain classes of information on a Publication Scheme. A publication scheme is a guide to the information that is held by the organisation. EPUT's Publication Scheme is located on its Website at the following link <https://eput.nhs.uk>