



Wrightington, Wigan and Leigh Teaching Hospitals

NHS Foundation Trust

Information Governance Department

Suite 9

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Wigan

WN1 1XX

Email: foi@wwl.nhs.uk

Web: www.wwl.nhs.uk

Ref: FOI/2025/11315

Date Received: 22nd December 2025

Response Due: 22nd January 2026

Date: 22nd January 2026

Dear Sir/Madam

With reference to your request for information received on 22nd December 2025, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

In your request you asked:

Could I request the following information under the Freedom of Information Act 2000 regarding temporary worker usage for communications roles.

Definition of Scope: For the purposes of this request, "communications" refers to any function or team managed, hosted, or funded through the Trust's structures (including work performed for Integrated Care Boards (ICBs), regional partnerships, or shared service models) that encompasses:

Internal or external communications functions;

Media relations or the Press Office;

Social media management and digital content;

Marketing and brand management (where these sit within the communications structure).

Definition of Personnel: For the purposes of this request, the term "agency" refers to all temporary or non-permanent staff, including those engaged via an external recruitment agency, a Managed Service Provider (MSP), or the Trust's internal "Staff Bank" where such an arrangement exists.

Timing and Cooperation: To ensure the data provided is accurate and aligned with your internal reporting cycles, I am happy to allow the necessary time for your teams to complete the December 2025 (Month 9) month-end close before running these reports. I recognise that the holiday period

may impact administrative capacity and I seek a collaborative approach to ensure the provision of a complete and reconciled dataset.

Please provide the following data:

1. 2025/26 Actuals and Outturn Forecast

0 Actuals

0 Outturn Forecast

1a. Provide the total number of days a temporary worker was employed via an agency or bank for the communications roles defined above from 1 April 2025 to the end of the December 2025 (Month 9) reporting period. (If data is only held in hours, please provide the total hours and specify the standard working day length).

0

1b. Provide the current projected year-end outturn for the total number of agency/bank days for these roles for the full 2025/26 financial year (ending 31 March 2026).

0

1c. Provide a breakdown of these days by Agenda for Change (AfC) Band or job title.

N/A

2. 2026/27 Planned Requirements

2a. Provide the total number of days currently budgeted or forecasted for agency-provided or bank communications staff for the 2026/27 financial year.

0 there is no budget or forecast spend for these roles

2b. Funding and Management Qualifier: This request explicitly includes all agency and bank requirements managed or funded through the Trust, regardless of whether the end-user is the Trust itself, an ICB, or a regional partnership.

N/A

2c. Financial Qualifier: Note that I am requesting the currently held financial forecasts and draft budget allocations for 2026/27 as they exist at the time of this request. If these forecasts do not yet segment requirements by specific band, please provide the overall forecasted budget for temporary staffing within the communications function.

N/A

Public Interest and Statutory Compliance: This information is requested to ensure transparency regarding the use of public funds and the efficiency of NHS staffing structures. There is a clear and compelling public interest in disclosure regarding how authorities manage workforce budgets and their reliance on non-permanent staffing models.

Requirement for Third-Party Data: If this information is held on your behalf by a Managed Service Provider (MSP) or Master Vendor, note that under Section 3(2)(b) of the Freedom of Information Act 2000, this information is deemed to be held by the public authority. I respectfully request you immediately retrieve this data from your provider to fulfill this request without delay.

Format of Response: Provide this data in a machine-readable format (Excel or CSV). Please include separate columns for: "Band/Role Title," "Actual Days (YTD)," "Forecasted Outturn (25/26)," and "Planned Requirement (26/27)."

To ensure full compliance and avoid data processing delays, provide the requested information in a machine-readable Microsoft Excel (.xlsx) or CSV format, specifically organized into separate columns for Role Title, Actual Days (YTD), Forecasted Outturn (25/26), and Planned Requirement (26/27).

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 40 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Emma Newton
Interim Chief People Officer

PLEASE NOTE:

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire, SK9 5AF

Helpline number: 0303 123 111