

Ref no: 436191217  
From: Commercial  
Date: 19/12/17  
Subject: Procurement function

## REQUEST

All the questions relate to your trust's procurement function.

- 1) What percentage of the trust's addressable spend transaction volume is operated through an electronic catalogue?
- 2) What percentage of the trust's addressable spend transaction volume is covered by electronic purchase orders?
- 3) What percentage of the trust's addressable spend transaction volume is covered by a contract?
- 4) What is the current vacancy rate in the trust's procurement department (please give answer in percentage)?
- 5) What was the trust's procurement department's employee turnover in 2016-17 (please give answer in percentage)?

Please note for Questions 1, 2, 3, and 4 please give your most up-to-date figure at the time of responding.

## RESPONSE

- 1) 91%\*
- 2) 88%\*\*
- 3) Under section 12 of the Freedom of Information Act St Helens & Knowsley Teaching Hospitals Trust does not have to comply with a request if we estimate that the cost of complying with your request would exceed the appropriate limit of £450. The appropriate limit has been specified in regulations. This represents the estimated cost of one person spending 2½ working days in answering the remainder of your questions. Under section 12 of the Freedom of Information Act the Department is not obliged to comply with your request and we will not be processing your request further.
- 4) 0%
- 5) 16%

\*This figure is taken from the Trust submission to the NHSI monthly Carter Metrics reporting (metric 2) and is based upon a % of PO volume going through catalogues.

\*\* This figure is taken from the Trust submission to the NHSI monthly Carter Metrics reporting (metric 3b) and is based upon the volume of 'Clinical Supplies and Services and General Supplies and Services' only.