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Request for Information Reference: 11.22.56

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Email only

9th December 2022

Freedom of Information Act 2000 – Request for Information

Thank you for submitting a request for information which we received on 23rd November 2022 in relation to County Durham and Darlington NHS Foundation Trust (the Trust). Your request has been processed under the provisions of the Freedom of Information Act 2000 and I am now able to provide you with a response.

Your request was in relation to SCL and I am providing the following information in response to your specific questions:

This FOI is about your subsidiary company which provides facilities management services e.g. cleaning, catering and portering.

I would like to ask:

1. What date was the subsidiary established and when did staff transfer to it from trust employment? Which staff groups were involved?

The subsidiary was established on 1st April 2017
Staff in trust employment transferred to subsidiary on 1st April 2017
The staff groups involved were –

- Procurement
- Clinical Engineering
- Sterile Services
- Central Equipment Loan Library
- Portering
- Transport
- Switchboard
- Domestic Services
- Linen Services
- Catering
- Facilities Management

- Clerical Services
- Cleanliness Monitoring Officers

2. How many staff does this subsidiary currently employ?

484

3. How many of these are on Agenda for Change terms and conditions? Do AfC terms and conditions apply to all staff including new starters to just to those who transferred from trust employment?

269 of these staff are on Agenda for Change terms and conditions.
New starters are Subject to the subsidiary T&C's not AfC.

The following questions only apply if the subsidiary company employs staff on terms other than AfC

4. What is the lowest rate per hour paid to non-AfC staff employed by this subsidiary company? Please give an example of the job title of the staff paid this amount e.g. domestic assistant, porter etc. This is about the base rate paid i.e. not including unsocial hour or other additional allowances apart from those that apply to all working hours such as high-cost area allowances.

Lowest Rate per Hour - £10.38
Example Job Title - Domestic Services Assistant

5. Do staff members on this pay get unsocial hours allowance if they are required to work evenings/nights/weekends/bank holidays? If so, how much is it and what working hours does it apply to?

Evenings – No allowance paid
Night Shift Allowance – When working a full night shift, an enhancement of 40% of basic pay is paid for the hours of 10pm to 6am
Weekends – No allowance paid
Bank Holidays – An enhancement of 50% of basic pay will be paid for all bank holidays with the exception of Christmas Day which is paid at 100% of enhancement of basic pay.

6. What pension scheme do non-AfC staff have access to? What does the employer contribute to this as a percentage of salary?

Pension Scheme - Nest Pension Scheme
Employer Contribution - 3%

7. What are sick pay and maternity pay terms for your non-AfC staff? Please attach a terms and conditions document if that would be easier.

Sick Pay

Time with SCL	Full Pay	Half Pay
Up to 6 months	SSP	SSP
6 months to 2 years	4 weeks	4 weeks
2 to 5 years	8 weeks	8 weeks
5 years +	12 weeks	12 weeks

There will be no sickness payments made for the first 3 days of absence.

Payments will be based on Basic pay only – not to include enhancements. Management discretion to approve above that entitlement which will require SCL Board approval.

Maternity Pay

Statutory entitlement as follows:

- Up to 52 weeks' maternity leave.
- The first 26 weeks is known as 'Ordinary Maternity Leave', the last 26 weeks as 'Additional Maternity Leave'.
- Statutory Maternity Pay can be paid for up to 39 weeks, as follows:
 - a) the first 6 weeks: 90% of average weekly earnings (AWE) before tax
 - b) the remaining 33 weeks: statutory rate (£156.66 as at April 2022) or 90% of AWE (whichever is lower)

8. Are there benefits available to non-AfC staff which would not be payable under AfC? Eg performance related bonuses, retention bonuses? If so, are they available to all non-AfC staff in the subsidiary or just to those in higher grades?

Yes a Performance Related Bonus pay scheme is in place. Performance related pay will be separately awarded on a non-consolidated basis and subject to pre-determined criteria. This is available to all staff subsidiary.

In line with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log on the Trust's website. However please be assured that we anonymise all responses prior to adding them to the disclosure log.

I hope that this response has provided you with the information you had requested. If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me by telephone or in writing. If however, you are dissatisfied with the way in which your request has been handled and would like an internal review, you will need to contact me in writing at the above address or via cdda-tr.cddftfoi@nhs.

If you remain dissatisfied with our response following an internal review you have the right to appeal to The Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. More information is available on their website; www.ico.gov.uk.

Yours sincerely
Corporate Records and Freedom of Information Facilitator