

<b>Reference:</b>	FOI.11544.23
<b>Subject:</b>	Software systems and staff
<b>Date of Request:</b>	20 April 2023

**Requested:**

Please complete the questions below and return them to me:

1. For Rostering, what software system do you use?
2. What is the contract end date for your Rostering software?
3. For Scheduling Community Activities, what software system do you use?
4. What is the contract end date for your Community Scheduling software?
5. For Expense Management what software system do you use?
6. What is the contract end date for your Expense Management software?
7. How many staff are employed in the Trust?
8. How many Trust employees are Community based?

**Response:**

Hywel Dda University Health Board (UHB) is unable to provide you with all of the information requested, as it is estimated that the cost of answering your request would exceed the “appropriate limit” as stated in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. The “appropriate limit” represents the estimated cost of one person spending 18 hours (or 2½ working days) in determining whether the UHB holds the information, and locating, retrieving and extracting the information.

In order to provide you with all of the information requested for question 8, the UHB would need to undertake a manual search of all employee records, to identify all of those that are specifically community based, as the UHB’s Electronic Staff Record (ESR) system does not have the function to identify all of the staff that may work in the community.

The UHB is therefore applying an exemption under Section 12 of the Freedom of Information Act 2000 (FoIA), which provides an exemption from a public authority’s obligation to comply with a request for information where the cost of compliance is estimated to exceed the appropriate limit.

However, under Section 16 of the FoIA, we are required as a public authority, to provide advice and assistance so far as it is reasonable, to individuals who have made a request under the FoIA and therefore, the UHB provides the accessible data below.

As some of this information is already within the public domain, the UHB has applied an exemption under Section 21 of the FoIA, as the information is accessible by another means. The UHB has answered a similar Freedom of Information request, FOI.11470.23 - software systems, with the information included for questions 1 to 6 of your request, which is available on our disclosure log.

For ease of reference, please click on the attached link, which will take you directly to the UHB's disclosure log webpage:

[Disclosure Log - Hywel Dda University Health Board \(nhs.wales\)](https://nhs.uk/healthboard/hywel-dda/disclosure-log)

7. The UHB confirms that it employs 13,153 members of staff, including bank staff, as recorded on the UHB's ESR system, as at the date of your request.
8. Section 12 exemption applied. However, under Section 16 of the FoIA, the UHB confirms that it has identified that it has 2,060 community based employees that work across the counties of Carmarthenshire, Ceredigion, Pembrokeshire, Primary Care, Community Mental Health, Public Health and Community Children's Services.