

Reference: FOI.ICB-2425/280

Subject: ICB Staff, Remote Working and IT Equipment

I can confirm that the ICB does hold some of the information requested; please see responses below:

| QUESTION | RESPONSE |
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| <p>1. Staff Count: Could you please provide the current total number of staff employed by the trust? (please could this be broken down by each year from 2019 to 2024)</p> <p>I just thought I should correct an error on my part that I have spotted. In question 1, I ask for a "current total number of staff employed by the trust". I can clarify that I would like the current total number of staff employed by the ICB, not the trusts it oversees.</p> | <p>2019 – 408 2020 – 469 2021 – 489 2022 – 551 2023 – 487 2024 – 464</p> |
| <p>2. Remote/Hybrid Workers: How many staff members are currently designated as remote or hybrid workers? (please could this be broken down by each year from 2019 to 2024)</p> | <p>All ICB employees have a designated office base which is stated in their contracts. The organisation operates a hybrid working model, with individuals expected to work from home and attend the office site when required, and for specific reasons.</p> |
| <p>3. How many days per week are hybrid employees allowed to work from home?</p> | <p>The ICB does not stipulate a number of days that individuals can or must work from home or the office.</p> |
| <p>4. Remote Working Policy: I would appreciate it if you could share a copy of the remote working policy implemented within the organisation.</p> | <p>Further to previous response https://bnssg.icb.nhs.uk/library/foi-icb-2324-435-working-from-home-wfh-policy/, relating to remote working, the ICB is now developing a hybrid way of working policy.</p> |

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| | The ICB will be unable to disclose this policy until it has been finalised and launched with staff. |
| 5. How long has this been the policy and has it changed since the pandemic? | The ICB has recently committed its hybrid working arrangements to a policy which has been reviewed by the ICB People Committee and will shortly be approved and launched. It incorporates the hybrid working guidance that existed previously. |
| 6. Monitoring Work Hours: How do you ensure that remote or hybrid workers fulfil their full contractual hours? | We do not formally monitor this, although standard working practices indicate availability of staff e.g. Microsoft Outlook and Microsoft Teams calendars and activity. |
| 7. Laptop Purchases in 2024: In the year 2024 so far, how many new laptops have been procured specifically for remote or hybrid working? | Laptops have not been purchased specifically for hybrid working. Laptops have been issued to staff in the ICB (and in BNSSG CCG – the predecessor NHS body from which staff transferred in 2022) since April 2018. Laptops were issued to support flexible working and the office hot desking arrangements that have been in place since 2018. The ICB has a rolling programme of replacing approximately one fifth of laptops per annum. There have not yet been any laptops purchased during the financial year 2024/25. |
| 8. Cost of Laptop Purchases: What has been the total cost associated with the procurement of these laptops in 2024 so far? | There have not yet been any laptops purchased during the financial year 2024/25. |

The information provided in this response is accurate as of 21 November 2024 and has been approved for release by Jo Hicks, Chief People Officer for NHS Bristol, North Somerset and South Gloucestershire ICB.