Reference Number:	FOI202223/047
From:	Other
Date:	25 April 2022
Subject:	Workforce and Data Warehousing - HR metrics, self service method to aquire metrics and recruitment system in use

Q1   I making a request under the Freedom of Information Act for your organisation to complete the questions in the attached form.

A1   Please see attached document: FOI 047 Response

Name of Organisation	Alder Hey
NACS Code of Organisation	RBS

Question 1

	Please enter from the Drop Down
Does your Trust report HR metrics such as Sickness, Appraisals and Turnover through the Trust's Data Warehouse?	Yes
If so, are these metrics pre-calculated and loaded into the Data Warehouse, or calculated within the Data Warehouse?	Calculated in Data Warehouse

2a - Does your organisation use a self service method to allow managers to acquire data of HR metrics such as Sickness,

Yes – Managers self serve through one of these methods (Please select the one most commonly used)

Method	Please enter Yes/No
ESR directly e.g. Manager Self Service	Yes
Access to a reporting tool such as PowerBI/Qlikview/Tableau, linked to the Trust Data Warehouse	Yes
Access to a reporting tool such as PowerBI/Qlikview/Tableau, not linked to the Trust Data Warehouse	Yes
Another method – please specify	Not applicable

No – this data is distributed through one of these methods

Method	Please enter Yes/No
Reports are produced manually and distributed to managers	No
Another method – please specify	Not applicable

2b - Do these Self Service methods include a drill down option e.g. to view staff that are absent, or need appraising

Method	Please enter Yes/No
ESR directly e.g. Manager Self Service	Yes
Access to a reporting tool such as PowerBI/Qlikview/Tableau, linked to the Trust Data Warehouse	No
Access to a reporting tool such as PowerBI/Qlikview/Tableau, not linked to the Trust Data Warehouse	No
Another method – please specify in the box to the right:	Not applicable

3a - Does the self service options considered above allow HR metrics to be calcuated for a combination of department and

Method	Please enter Yes/No
ESR directly e.g. Manager Self Service	Yes
Access to a reporting tool such as PowerBI/Qlikview/Tableau, linked to the Trust Data Warehouse	Yes
Access to a reporting tool such as PowerBI/Qlikview/Tableau, not linked to the Trust Data Warehouse	Yes
Manual exercise e.g. using Excel	Yes
Another method – please specify to the right:	Not applicable

3b - Does the self service options considered above allow HR metrics to be calcuated for a combination of staff group and

Method	Please enter Yes/No
ESR directly e.g. Manager Self Service	Yes
Access to a reporting tool such as PowerBI/Qlikview/Tableau, linked to the Trust Data Warehouse	No
Access to a reporting tool such as PowerBI/Qlikview/Tableau, not linked to the Trust Data Warehouse	
Manual exercise e.g. using Excel	Yes
Another method – please specify to the right:	Not applicable

	Please enter Yes/No
4a - Does your Trust refresh HR metrics within your monthly Board Report for previous months	Yes

	Please enter a number
4b - If the Answer to 4a is Yes, what is the maximum number of months that data is refreshed for?	12

4c - How is the data referred to in 4b refreshed?

Method	Please enter Yes/No/NA
ESR directly e.g. via a Business Intelligence report	N/A
A reporting tool such as PowerBI/Qlikview/Tableau, linked to the Trust Data Warehouse, calculates the metrics	Yes
A reporting tool such as PowerBI/Qlikview/Tableau, not linked to the Trust Data Warehouse, calculates the metrics	Yes
Manual exercise e.g. using Excel	N/A
Another method – please specify below:	Not applicable

	Please enter a number
5a - Approximately how many hours does it take to produce the metrics required for the monthly NHS England and Improvement Workforce KPIs	4

	Please enter a number
5b - Approximately how many hours does it take to produce the HR metrics required for your Trust's board report?	4

	Please enter a number
5c - If it was necessaery toproduce monthly sickness rates by cost centre and band, for the last 12 months, as per Tab 3 how many hours would that take. An estimation is fine, there is no need to produce the data	2

Recruitment Metrics
For the purposes of this question consider recruitment metrics to be items other than the vacancy rate
Examples might include Time to Hire, Advertised Vacancies by FTE, Vacancies by Recruitment Stage

	Enter the System Name
6a - What system is used most frequently for Recruitment in your organisation e.g. TRAC, NHS Jobs, ESR	Trac

	Please select from Drop Down
6b - Are recruitment metrics recorded within the Trust's data warehouse?	No
6c - Are these metrics pre calculated and loaded into the Data Warehouse or calculated within the Data Warehouse	Pre-calculated and loaded
6d - If calculated within the Data Warehouse, can these metrics be broken down by Department, Staff Group etc	N/A