



Trust Headquarters  
Nexus House  
4 Gatwick Road  
Crawley  
West Sussex  
RH10 9BG

Internal Ref:  
Email:

Dear,

Tel: 0300 123 0999  
[www.secamb.nhs.uk](http://www.secamb.nhs.uk)

The Trust is in receipt of your Freedom of Information Act 2000 (FOIA) request, thank you. This request has been assigned the internal reference quoted above; please ensure that you quote this number in any future correspondence.

We have now provided a formal response below. Please accept our sincere apologies for the delay and inconvenience you have experienced regarding the completion of this request. At the time of writing the Trust continues to receive high volumes of FOI requests, many of which are complex and time consuming. In this instance, the Trust has not responded within the required 20 working days, and for this we apologise.

### **FOI Request**

You asked us:

**Please disclose the information requested herein, within the 20 working days as per the Freedom of Information Act.**

**For ease, and for minimal admin effort at your end, I have attached a basic template in excel format - to be populated with your response to the 6 questions (repeated per agency staff group - one per worksheet), and have kept the questions basic and the reporting time frame short. I hope this is helpful.**

**Please return the information in the requested format - see instructions and clarifications in the attached MS Excel file. Please do not return the data in PDF format unless also attaching the completed Excel file along with it.**

### **Formal Response**

The Trust confirms it holds part of the information you requested.

The attached workbook *FOI - Management of Agency Staffing Supply Chains* has been completed as requested.



The Trust does not provide individual names or contact details in response to FOI requests. Business enquiries can be made by emailing [enquiries@secamb.nhs.uk](mailto:enquiries@secamb.nhs.uk). Alternatively, names and roles of SECamb employees already in the public domain can be found via our website here: [About Us | SECamb](#)

### **Next steps**

We hope you find the information provided to be of some assistance.

Should you be dissatisfied with our response then in the first instance please contact Caroline Smart, Head of Information Governance, via the following email address: [FOI@secamb.nhs.uk](mailto:FOI@secamb.nhs.uk)

You can ask us to review our original response. If you would like us to carry out an internal review, please let us know within 40 working days of you receiving our original response. This review will be conducted by an individual who was not directly involved in reviewing the original response, ordinarily, the Trust Data Protection Officer. We will endeavour to complete this request within 20 working days.

Should you remain dissatisfied then you can contact the [Information Commissioner's Office](#) (ICO). Complaints to the ICO should be made within six weeks of receiving the outcome of an internal review. The easiest way to lodge a complaint is through their website: [www.ico.org.uk/foicomplaints](http://www.ico.org.uk/foicomplaints).

Alternatively, the ICO's postal address is:  
Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF.

Yours sincerely,

**Freedom of Information Coordinator**  
**South East Coast Ambulance Service NHS Foundation Trust**



Saving Lives,  
Serving Our Communities

Chair: Michael Whitehouse CEO: Simon Weldon