

**Reference Number:** FOI/2020/234  
**From:** Private Individual  
**Date:** 24 August 2020  
**Subject:** HR Functions managed in-house or outsourced

Further to your request under the Freedom of Information Act 2000, please find a response to your questions in the attached document - [234 AG FOI Spreadsheet](#).

FUNCTIONS	SUB FUNCTIONS	PLEASE MARK 1 COLUMN PER ROW		IF OUTSOURCED, TO WHICH COMPANY/SUPPLIER?	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2018/2019	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2019/2020?	IF OUTSOURCED, WHAT WAS THE CONTRACT VALUE FOR FY 2020/2021?
		MANAGED IN-HOUSE	OUTSOURCED				
Core HR	Workforce benefits team	X					
	HR Leadership and Business Partners	X					
	HR policy governance & development	X					
	Absence management	X					
	Employee relations	X					
	Workforce planning	X					
	Job evaluation	X					
	Personnel file management	X					
	Registration maintenance	X					
Occupational Health & Wellbeing			X	Team Prevent	133,062.19	129,049.57	123,431.90
Recruitment		X					
Temporary Staffing		X					
Medical Staffing		X					
Workforce Information & Analytics	Maintenance & reporting of information from ESR	X					
	Set up and maintain all position data and associated ledger code/assignment of AFC/Medical & Dental terms and conditions.	X					
	Maintenance of workforce information databases	X					
	Processing, analysing and reporting workforce data	X					
Education	Needs analysis	X					
	Course catalogue development	X					
	Learning management system	X					
	Knowledge management	X					
	Course commissioning/delivery	X					
	e-learning material development	X					
	Assessments	X					
	Statutory mandatory training	X					
	General training	X					
	Nurse & medical education & induction	X					
Organisational	Staff survey		X	Picker	£4,663.44	£4,255.20	Zero to date
	Performance management	X					
	Organisational change	X					
	Equality & diversity	X					
	Leadership & team development	X					
Rostering		X					
HR specific systems	Systems (including licences, purchase and annual support and maintenance) to deliver the HR function (e.g. remote access tools, TRAC recruitment)	X					
	Designated software support staff associated with these systems	X					
Expenses reimbursement	Expenses processing	X					
	Expenses Software	X					
	Production of P11D forms		X	St Helens and Knowsley Payroll Services			Information not held - within the total cost for payroll services