



**Staffordshire and
Stoke-on-Trent**
Integrated Care Board

Our Ref: TS/AKB/FOI/0224/725

Stafford Education & Enterprise Park
Weston Road
Stafford
ST18 0BF

16th February 2024

Telephone: 0300 123 1461

Sent by email

Dear

FOI-0224-725

Your request for information under the Freedom of Information Act 2000

Thank you for your request for information received on the 13th February 2024. We can confirm that the Staffordshire and Stoke-on-Trent Integrated Care Board can provide the following information.

An anonymised copy of this response will be made publicly available on the ICB website.

Please see our responses in blue below:

I would like to request the following information under the Freedom of Information Act.

- 1. Could you please provide the current policy the ICB has on working from home for non-patient-facing staff?**

Please find attached the Staffordshire and Stoke-on-Trent ICB Agile Framework.

- 2. What rules/ expectations/ policies are set by the ICB in terms of employees working from the office?**

This is detailed in the Agile Framework

- 3. Are any staff groups exempt from these rules? If so, please give details**

The Agile Framework applies to all our workforce. Our Choice and Referral Team are the only team whose work base remains an ICB office location, due to the nature of the work.

Chair: David Pearson MBE

Chief Executive Officer: Peter Axon

4. When was this policy issued?

The Agile Framework was approved at Governing Body of our predecessor organisation on the 17th December 2020.

5. Please could you detail any changes to the WFH policy from a) April 2020 and b) September 2022?

Prior to the issue of our Agile Framework our approach to working from home was described in our Home Working and Flexible Working Policies. Following the approval of the Agile Framework those principles took precedence over the earlier policies.

6. Do you plan to change your work from home/ office policies in the next year? If so, please detail the changes.

We are currently reviewing the previous working from home policy to ensure we bring any elements that remain relevant forward into our Agile Framework.

7. How regularly is the ICB monitoring office attendance/working from home?

The ICB does not monitor office attendance.

8. How many staff in non-patient-facing roles are currently:

- Working full time from the office
- Working full time from home
- Working from office 1 day a week
- Working from office 2 days a week
 - Working from office 3 days a week
 - Working from office 4 days a week
 - Working from office 5 days a week

The ICB enables its line managers to manage the needs of its services and employees locally and does not hold this information centrally.

9. Has there been any disciplinary action taken against any member of staff for not working in the office?

No

a) Are any cases being investigated?

No

Should you require any further information or clarification regarding this response please do not hesitate to contact us. If you are dissatisfied with the response, you are entitled to request an internal review which should be formally requested in writing and must be within two calendar months from the date this response was issued.

To request an internal review

You can request an internal review by contacting the Staffordshire and Stoke-on-Trent Integrated Care Board FOI team by emailing the team at StaffsStokeFOI@staffsstoke.icb.nhs.uk or by post to the address at the top of this letter.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner's Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the Staffordshire and Stoke-on-Trent Integrated Care Board's FOI complaints procedure.

The ICO can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
www.ico.gov.uk

Yours sincerely

Tracey Shewan
Director of Corporate Governance