

Freedom of Information Request: Our Reference CTMUHB_62_22

You asked:

I am writing to understand the use and level of Toil (Time off in Lieu) across the organisation by departments. Could you provide me with.

1. The organisational toil policy

Cwm Taf Morganwg University Health Board (CTMUHB) does not have a TOIL Policy. However, within the NHS Terms and Conditions of Service Handbook <https://www.nhsemployers.org/publications/tchandbook> it outlines how TOIL can be taken and paid.

2. The number of staff who can utilise toil by department

CTMUHB is an advocate for flexible working arrangements that includes allowing staff to utilise TOIL. The number of staff who can utilise TOIL would be managed by the department at the time of request due to service needs.

3. The number of staff who actually utilised toil by department over the passed 24 months

52% of our staff use our electronic rostering system which has a functionality to record TOIL. From 1 Jan 2020 to 31 Dec 2021, 103 staff recorded TOIL on the electronic rostering system. Departments where staff do not use our electronic rostering systems TOIL will be recorded at department level.

- 4. The number of staff who currently have up to 50 hours toil outstanding by department.**
- 5. The number of staff who currently have between 50 to 99 hours toil outstanding by department.**
- 6. The number of staff who currently have between to 100 to 199 hours toil outstanding by department.**
- 7. The number of staff who currently have between 200 to 299 hours toil outstanding by department .**
- 8. The number of staff who currently have 300+ hours toil outstanding by department.**

The Health Board does not centrally record the information requested in questions 4 - 8.

As this is not information that the Health Board routinely compiles, we would have to carry out a specific exercise to collate this data. To provide you with this information, would require a manual trawl and significantly exceed the 18 hours time and £450 cost limit set out within Section 12 of the Freedom of Information Act.

9. How much in £'s sterling has the health board paid to cover toil over the passed 24 months

For the 103 episodes of TOIL mentioned in Q3 for staff who record TOIL on our electronic rostering system CTMUHB has paid £10,055.72.

10. How much in £'s sterling would the current level of untaken toil cost to settle.

As the untaken TOIL hours is not held centrally we are unable to provide this cost.