

FOI 3727

7th May 2026

FREEDOM OF INFORMATION ACT 2000 – INFORMATION REQUEST

Please provide the following information regarding *substantive consultant medical and dental staff* for your most recently completed job planning round (and in section 5, the past 5 years).

Workforce Overview

1. The number of substantive consultants employed (headcount and WTE).

Response:

The number of permanent Consultants in post as at 28th February 2026 is 307 headcount and 293.20 WTE.

2. Your organisation's current standard (or reference) job plan for a full-time consultant, including the normal DCC/SPA split. (Please provide the document or template if available).

Response:

Job Plan's will differ as per specialities; we do not have one standard overall Job Plan template for SHSCT. Consultants have a minimum 1.5 SPAs within their Job Plan so if the Job Plan totals 10 PAs this would leave 8.5 PAs DCC

As per the SHSCT Job Planning Framework, "*A minimum of 1.5 PA's for supporting professional activities should be allocated to all consultants and considered as the minimum time for a consultant's CPD for revalidation purposes.*"

SPA Allocation

3. Number of consultant posts with SPA time and total SPAs allocated.

Response:

For those Consultants with fully signed off Job Plans, which started at any point within the financial year of April 2025 – March 2026, the total number of Consultants with SPA time is 269 and total sum of SPA's allocated is 440.50. Consultants whose job plans have been referred back or are yet to be fully signed off have not been included.

4. Typical SPA allocation in a 10-PA contract.

Response:

The typical SPA allocation in a 10 PA contract is 1.5 PAs

5. How many consultant posts have no SPA time allocated?

Response:

For the fully signed off Job Plans, which started at any point within the financial year of April 2025 – March 2026, there are less than 5 Consultants who have no SPA time allocated. This is due to them having a non-clinical role.

6. Count of consultants according to the number of SPAs stated in their job plan:

Response:

For the fully signed off Job Plans, which started at any point within the financial year of April 2025 – March 2026, please see the below split of SPAs.

<1.0 SPA	=	9
1.0–1.4 SPA	=	23
1.5–1.9 SPA	=	163
2.0–2.4 SPA	=	62
≥2.5 SPA	=	10

7. Since 1 April 2020, have there been any changes to SPA allocation policy or the standard consultant DCC/SPA split? Yes/No. If yes, please provide any available documentation and briefly outline these changes.

External Duties

Royal Colleges, Specialist Associations and National Bodies

Recently refreshed National guidance highlights the need to support professional and national roles within job planning.

Response:

No

8. Does your organisation have a policy or standard approach for recognising external professional duties including but not limited to the following; Roles for Royal Colleges / Faculties, Specialist societies or associations, National clinical networks, guideline groups or NHS national bodies, or Regulatory roles (e.g., GMC, NICE)

Please answer: Yes/No. If yes, provide the policy or a summary.

Response:

Yes, the standard approach for recognising professional duties is to complete the external and additional duties form to be approved by appropriate manager. There is also a Job Planning Consistency Committee, chaired by the Medical Director, which provides oversight for Job Planning across the Trust.

Please find attached the Additional HSC/External Duties Application Form.

For consultants who currently hold such external or national duties, please provide the number who:

9. Have allocated PA(s)

10. Are permitted to use existing SPA allocation

11. Undertake these duties in their own time.

Response:

External and national duties should be recorded as additional responsibilities and PAs are reflected as 'other' on our reports from the Job Planning system. Therefore, we would be unable to break this information down further in order to answer questions 9-11.

Protection of SPA time

12. Does the organisation monitor whether planned SPA time is delivered? Yes/No. If yes, please provide a short description of the method.

Response:

Weekly dashboards are sent from Medical Workforce Systems Manager to Divisional Medical Directors and Clinical Directors, showing the breakdown of DCC/ SPA split for their specialities.

13. Does the organisation have a policy or guidance on the protection of SPA time (including but not limited to; discouraging routine cancellation or repurposing SPA for service pressures)? Yes/No. If yes, please provide the document.

Response:

Yes, Job Planning Framework 2019, new framework is awaiting final approval. SPA is timetabled in Job Plans and should be protected time as far as practically possible. There may be flexibility with the timing, but only with the agreement of both parties. Also, should be operating in line with the Consultants Contract.

14. Summary of activities SPA time was used for (e.g. including but not limited to; education, CPD, audit, research, governance, external duties, etc).

Response:

Currently for SPA recording, we allow for the following types to be recorded under the SPA category:

- Appraiser and Validation Role
- Continuing Professional Development
- Formal Teaching or Assessment
- Job Planning and Rostering Management

- Research
- SPA Travel

All SPA figures will have one of these types attached when creating the Job Plan.

SPA Time Over the Past Five Years

For each of the past five complete job-planning years, please provide an annual summary showing:

Response:

The below reports SPA activity from the current Job Planning system, which was implemented in 2023, we could not easily report on information any further back.

15. Number of consultants with SPA time

Response:

- For Consultants with fully signed off Job Plans, which started at any point within the financial year of April 2023 – March 2024, the total number with SPA time is 192
- For Consultants with fully signed off Job Plans, which started at any point within the financial year of April 2024 – March 2025, the total number with SPA time is 249
- For Consultants with fully signed off Job Plans, which started at any point within the financial year of April 2025 – March 2026, the total number with SPA time is 269

16. Total or average SPA time allocated (total SPA PAs or average per consultant).

Response:

Please see below the total PAs for SPA activity, for fully signed off Job Plans in each financial period since 2023 when the L2P Job Planning system was implemented in SHSCT.

2023/24 total SPA PAs	=	306.94
2024/25 total SPA PAs	=	402.6
2025/26 total SPA PAs	=	440.5

17. Total or estimated SPA time used in that year.

Response:

We cannot report on SPA time used as whatever is recorded in the Job Plan is expected to be delivered.

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