

ANNEX A: PRE-RELEASE ACCESS LIST NHS STAFF SURVEY 2021

NHS England and NHS Improvement / NHS Employers

Job title	Organisation	Justification for pre-release access
NHS Chief Executive	NHS England & NHS Improvement	Recipient of briefing: NHS Chief Exec being briefed
Office of the NHS Chairs, Chief Executive & Chief Operating Officer	NHS England & NHS Improvement	Recipient of briefing: Representative of NHS Chief Exec being briefed
Head of Staff Engagement & Experience	NHS England & NHS Improvement	Preparation of briefing: Senior Reporting Officer – approving briefing
Staff Survey Planning Lead	NHS England & NHS Improvement	Preparation of briefing: NHS Staff Survey Publication Lead Officer for NHS England
Staff Survey Planning Lead	NHS England & NHS Improvement	Preparation of briefing: NHS Staff Survey Publication Lead Officer for NHS England
Chief People Officer	NHS England & NHS Improvement	Recipient of briefing: Chief People Officer being briefed
Deputy Chief People Officer	NHS England & NHS Improvement	Recipient of briefing: Deputy Chief People Officer being briefed

Job title	Organisation	Justification for pre-release access
Director of Staff Experience and Engagement	NHS England & NHS Improvement	Preparation of briefing: Providing policy guidance for briefing
Staff Survey Planning Manager	NHS England & NHS Improvement	Preparation of briefing: NHS Staff Survey Publication Lead Officer for NHS England
Insight Manager – Insight & Feedback team	NHS England & NHS Improvement	Preparation of briefing: Providing guidance for briefing
Senior Adviser - Office of the Chief People Officer	NHS England & NHS Improvement	Preparation of briefing: Policy lead who will co-ordinate front office input into the briefing
Deputy Head of Strategic Communications	NHS England & NHS Improvement	Preparation of briefing: Providing NHSEI comms approval.
Chief HR and OD Officer	NHS England & NHS Improvement	Preparation of briefing: Supporting preparation of the briefing
Senior Communications and Engagement Manager, NHS People Plan	NHS England & NHS Improvement	Preparation of briefing: Comms Lead for briefing
Programme Communications Manager, People Directorate	NHS England & NHS Improvement	Preparation of briefing: Supporting Comms Lead for briefing
Media Relations Manager	NHS England & NHS Improvement	Preparation of briefing: Signing off press release

Job title	Organisation	Justification for pre-release access
Policy Manager	NHS Employers	Preparation of briefing: Providing policy guidance for briefing
Deputy Head of Media	NHS England & NHS Improvement	Preparation of briefing: Preparing press release
Head of Communications and Policy Relationships, Chief People Officer for the NHS	NHS England & NHS Improvement	Preparation of briefing: Policy lead who will co-ordinate front office input into the briefing

Department of Health and Social Care

Job title	Organisation	Justification for pre-release access*
Secretary of State for Health and Social Care - SofS	Department of Health and Social Care	Recipient of briefing: SofS accountability: being briefed
Principal Private Secretary to Secretary of State	Department of Health and Social Care	Recipient of briefing: Principal Private Secretary to SofS
New Comms Special Advisor to Secretary of State	Department of Health and Social Care	Preparation of briefing: SpAd to SofS briefing on the communications implications
Special Advisor to Secretary of State	Department of Health and Social Care	Preparation of briefing: SpAd to SofS providing analysis on policy
Special Advisor to Secretary of State	Department of Health and Social Care	Preparation of briefing: SpAd to SofS providing briefing and advising the minister on the parliamentary ramifications of the NHS Staff Survey, which will come in the immediate aftermath of the release
Private Secretary to Secretary of State	Department of Health and Social Care	Recipient of briefing: Principal Private Secretary to SofS
Minister of State for Health	Department of Health and Social Care	Recipient of briefing: NHS workforce portfolio minister being briefed. Must clear media lines before publication
Private Secretary to Minister of State for Health	Department of Health and Social Care	Recipient of briefing: Head of Private Office of Minister of State for Health

Job title	Organisation	Justification for pre-release access*
Director of Workforce	Department of Health and Social Care	Clearance of briefing: All briefings sent to ministers MUST have SCS clearance
NHS Staff Experience, Workforce Strategy, Experience and Engagement	Department of Health and Social Care	Preparation of briefing: NHS Staff Survey Publication Lead Officer for DHSC. Prepares briefing for minister
NHS Staff Experience, Workforce Strategy, Experience and Engagement	Department of Health and Social Care	Preparation of briefing: NHS Staff Survey Publication Lead Officer for DHSC. Prepares briefing for minister
Director General of Workforce	Department of Health and Social Care	Recipient of briefing: Head of Private Office of Minister of State for Health
Deputy Director NHS Staff Experience, Workforce Strategy, Experience and Engagement	Department of Health and Social Care	Clearance of briefing: All briefings sent to ministers MUST have SCS clearance
Head of NHS Workforce Experience and Engagement	Department of Health and Social Care	Preparation and clearance of briefing: Press office – clearance of public lines to take DH
Press officer	Department of Health and Social Care	Preparation of briefing: Press office – clearance of public lines to take DH
Press officer	Department of Health and Social Care	Preparation of briefing: Press office – clearance of public lines to take DH
Press officer	Department of Health and Social Care	Preparation of briefing: Press office
Senior Statistician	Department of Health and Social Care	Preparation of briefing: Analysis of emerging findings to support briefing

Job title	Organisation	Justification for pre-release access*
Statistician	Department of Health and Social Care	Preparation of briefing: Analysis of emerging findings to support briefing
Deputy Head of News at No 10 Downing Street	Downing Street	Approving press releases: Required for approval of all press communications from DHSC due to significant changes to survey.
Deputy Head of News	Department of Health and Social Care	To clear media lines
Private secretary to the Secretary of State	Department of Health and Social Care	Advisor to the Secretary of State