



Department
for Environment
Food & Rural Affairs

Nobel House
Area 4a
17 Smith Square
London
SW1P 3JR

T: 03459 33 55 77
helpline@defra.gsi.gov.uk
www.gov.uk/defra

Our ref: FOI2019/00909
11 February 2019

Dear

REQUEST FOR INFORMATION: Use of agencies

Thank you for your request for information of 15 January 2019 about Use of agencies. We have handled your request under the Freedom of Information Act 2000 (FOIA).

Your questions are set out in bold below, with our response afterwards:

Does your organisation use agencies? Yes or No?

Yes, Defra does use agencies.

If Yes, can you provide the following:

- **Staff Lead Name & Position**
- **Contact telephone DD**
- **Contact email**

We can confirm that Defra does hold the information that you have requested, but we have decided that the information should be withheld under sections 40(2) and 40(3A) of the FOIA as the information constitutes personal data relating to persons other than you. These sections exempt personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would breach any of the data protection principles in Article 5(1) of the General Data Protection Regulation (GDPR).

We consider that disclosure of this information is likely to breach the first data protection principle, which provides that personal data must be processed lawfully, fairly, and in a transparent manner. Disclosure would not constitute 'fair' processing of the personal data because the information relates to a non-SCS member of staff who is not a public facing official, s/he would not reasonably have expected her/his name to be made public.

Does your organisation have a centralised temporary staff booking team? Yes or No?

No, Defra does not have a centralised temporary booking team.



If No, please provide a list of all departmental heads responsible for booking temporary staff

We can confirm that Defra does hold the information that you have requested, but we have decided that the information should be withheld under sections 40(2) and 40(3A) of the FOIA as the information constitutes personal data relating to persons other than you. These sections exempt personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would breach any of the data protection principles in Article 5(1) of the General Data Protection Regulation (GDPR).

We consider that disclosure of this information is likely to breach the first data protection principle, which provides that personal data must be processed lawfully, fairly, and in a transparent manner. Disclosure would not constitute 'fair' processing of the personal data because the information relates to a non-SCS member of staff who is not a public facing official, s/he would not reasonably have expected her/his name to be made public.

Who is your Head of Procurement and who is your Senior Buyer/Category Manager in your organisation responsible for overseeing HR/Agency procurement? Please also provide their contact telephone DD and email addresses.

The head of Defra Group Commercial is Einav Ben-Yehuda. Please correspond with Defra Group Commercial via Network.procurementsupport@defra.gov.uk.

Please can you provide your total annual agency spend for 2017/18

The information that you have requested is available from the Annual Resource accounts via the following link:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/725030/defra-annual-report-2017-18-print.pdf

The expenditure is shown on page 51 of the 2017/18 Annual Report and Accounts

As the information is reasonably accessible to you by other means, section 21 of the FOIA exempts Defra from providing a copy of the information with this response to your request.

Please can you provide your annual agency spend for 2017/18 for each of the following staffing categories:

- **Admin & Clerical**
- **Corporate Functions**
- **Ancillary Functions**
- **IT Professionals**
- **Legal Supply**

The information that you have requested is not held by Defra, as the department does not store expenditure data on temporary staff broken down by those five staffing categories.

Expenditure information is stored relating to the area of the department where the work was done.

Information disclosed in response to this FOIA request is releasable to the public. In keeping with the spirit and effect of the FOIA and the government's Transparency Agenda, this letter and the information disclosed to you may be placed on [GOV.UK](https://www.gov.uk), together with any related information that will provide a key to its wider context. No information identifying you will be placed on the GOV.UK website.

We attach Annex A, explaining the copyright that applies to the information being released to you, and Annex B giving contact details should you be unhappy with the service you have received.

If you have any queries about this letter please contact the address below.

Yours sincerely,

Information Rights Team
InformationRequests@defra.gsi.gov.uk

Annex A

Copyright

The information supplied to you continues to be protected by copyright. You are free to use it for your own purposes, including for private study and non-commercial research, and for any other purpose authorised by an exception in current copyright law. Documents (except photographs or logos) can be also used in the UK without requiring permission for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder.

Most documents produced by Defra will be protected by Crown Copyright. Most Crown copyright information can be re-used under the [Open Government Licence](#). For information about the OGL and about re-using Crown Copyright information please see [The National Archives website](#).

Copyright in other documents may rest with a third party. For information about obtaining permission from a third party see the [Intellectual Property Office's website](#).

Annex B

Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under regulation 11 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to Nick Teall, Head of Information Rights, Area 4a, Nobel House, 17 Smith Square, London, SW1P 3JR (email: InformationRequests@defra.gsi.gov.uk) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner's Office (ICO) for a decision. Please note that generally the ICO cannot make a decision unless you have first exhausted Defra's own complaints procedure. The ICO can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF