

Our ref: 727856
Your ref:

Nick Sharman
Financial Controller
Woodlands
Bedford

[REDACTED]
Via Email

[REDACTED]
27 October 2015

Dear Mr [REDACTED]

FREEDOM OF INFORMATION REQUEST

Thank you for your Freedom of Information request dated 17 September regarding the cost of Off Pay Roll Staff. Please find below the responses to your question:

1 – What was the cost of Off Pay Roll Staff in Highways England for August 2015? By Off Pay Roll Staff I am referring to Consultants, Contractors and Agency staff carrying out work on behalf of Highways England.

Highways England has specific definitions for off payroll staff.

Contingent Labour - These are either agency staff or interim managers, who are here covering a Highways England vacancy, maternity leave, sickness, or a requirement for extra capacity in a team due to volume of work or to deliver extra capability in a specific area. The costs associated with these individuals is included below in response to questions 2, 3 and 4.

Management Consultants – Services acquired to advise the business on strategic options and matters relating to organisational design. We would appoint a firm of consultants to deliver these requirements rather than any particular individual. The staff cost by individual is irrelevant to the fee agreed for delivery of the project.

Technical Services - As part of our operational model, we buy-in services of specialists who support the delivery of our road schemes. Many of these teams and individuals are employed by our construction partners who are already contracted to deliver some element of our construction work. The bought-in services form a key part of the delivery of the project on time and within budgeted cost. These costs are sometimes invoiced separately but usually as a composite invoice, containing a number of items, within the agreed billing profile for the partner. Specific rates for individuals are not normally identified as it is a skill set (e.g. quantity surveying) that we are buying-in from a provider, rather than the skills of any one individual.

2 – What was the cost of Off Pay Roll Staff in the Highways Agency for August 2014?

The cost of Contingent Labour in our management accounts for August 2015 was £1,098,053 and £548,604 in August 2014 (Source: Combo WD6 Report).

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3 – How many Off Pay Roll Staff cost the company:

- More than £500 per day?
- More than £750 per day?
- More than £1000 per day?

The numbers of individuals that we can verify were charged to August 2015
Contingent Labour costs were:

More than £500 (Excluding VAT) per day – 31
More than £750 (Excluding VAT) per day – 6
More than £1,000 (Excluding VAT) per day - Nil

4 – What is the highest daily rate for those referred to above in Question 1?

The highest daily rate for those referred to above was £983.44 (excluding VAT) per day.

If you are unhappy with the way we have handled your request you may ask for an internal review. Our internal review process is available at:

<https://www.gov.uk/government/organisations/highways-england/about/complaints-procedure>

If you require a print copy of the process, please phone the Information Line on 0300 123 5000; or e-mail info@highwaysengland.co.uk. I would be grateful if you would contact me if you wish to have an internal review.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

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

Should you have any queries about this letter, please contact me. Please quote our reference number above in any future communications.

Yours sincerely



pp **Nick sharman**
Financial Controller