

Our ref: 725,399

Your ref:

Via Email:

Resourcing Lead  
Highways England  
Lateral  
8 City Walk  
Leeds  
LS11 9AT

September 2015

Dear Ms. [REDACTED]

## **FREEDOM OF INFORMATION REQUEST**

Thank you for your Freedom of Information request submitted to Highways England on 5 August 2015 regarding PB5 – 8 recruitment campaigns.

You requested the following information and answers appear below each question. Please note that the response is based on all PB5 – 8 campaigns since 1 April 2015.

### **1. Number of applications received - number not acknowledged**

*2,287 and all were acknowledged. The breakdown by grade was:*

*PB5: 937*

*PB6: 846*

*PB7: 425*

*PB8: 79*

### **2. Number of people given an interview after the interview date**

*No candidates internally or externally have been interviewed outside the agreed recruitment cycle.*

### **3. Number of males taken on**

*25 males were taken on. The breakdown is as follows:*

*PB5: 10*

*PB6: 11*

*PB7: 2*

*PB8: 2*

### **4. Number of females appointed**

*29 Females are appointed:*

Page 1 of 3



PB5: 15

PB6: 12

PB7: 1

PB8: 1

**5. Number of part time- job share staff appointed**

*There was 1 appointment which was a PB6 post.*

**6. Cost of employing Hayes to run the recruitment**

*Hays are being paid a fixed fee upon successful placement of a candidate. No additional costs have been paid other than direct costs of advertisements and assessment. The individual fee per placement that is being paid to Hays is commercial in confidence as this was part of a tender exercise. We would be able to give the total amount of the recruitment on completion of the exercise however as this is still underway we do not have this at this point as it is dependent on number of hires.*

**7. The reason why all jobs advertised are full time only.**

*All the roles are for full time positions as there is a business requirement for those hours to be carried out to complete the work involved – where possible Highways England will look at both job share and in all instances flexible working is considered.*

**8. The reason that if you have been interviewed last 6 months are not eligible to reapply.**

*If candidates have been interviewed for those roles within the last 6 months and were not suitable then we do not believe that their experience will have significantly altered in that timeframe for the outcome of the assessment to be different.*

*Candidates that have not been to interview will not have been assessed against the role. At sift stage candidates will only be assessed against the skills and experience that they show within the CV. We have also taken feedback that some internal candidates were not experienced at putting together cvs and perhaps did not highlight the most relevant experience – we would allow those individuals another chance to submit a more reflective cv.*

*At interview and assessment there will be a far more extensive assessment of an individual's experience, skills and competency as this can be done over several exercises or interviews – this means that we are better able to fully evaluate fit to the role and would not suggest that the outcome of this will change within a six month period.*



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, please phone the Information Line on 0300 123 5000; or e-mail [info@highwaysengland.co.uk](mailto:info@highwaysengland.co.uk). You should contact me if you wish to complain.

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

If you have any queries about this letter, please contact me. Please remember to quote reference number 725,399 in any future communications.

Yours sincerely,

[Redacted signature]

[Redacted name]

Email: [Redacted email address]

p.p.

