



CIVIL NUCLEAR CONSTABULARY

[REDACTED]

Email: [REDACTED]

Our Ref: 2014-162

The Executive Office

Civil Nuclear Constabulary
Building F6 Culham Science Centre
Abingdon
Oxon
OX14 3DB

Tel: 01235 466428

Website: <https://www.gov.uk/government/organisations/civil-nuclear-constabulary>

Dear [REDACTED]

I am writing in response to your request for information regarding the below received on 6 March 2015. Your request has been handled under Section 1(1) of the Freedom of Information Act 2000. In accordance with Section 1(1)(a) of the Act I hereby confirm that the CNC/CNPA does hold information of the type specified.

Q1. In last 2 years has your organisation used external recruitment agencies to hire for permanent or contract roles?

Yes.

Since 2014 the CNC are signed to a framework that requires us to use REED Recruitment Agency in the first instance and should they be unsuccessful at helping us recruit to a role we are then able to use another agency. Using a different agency happens very rarely.

Q2. In list format what are the five highest paid external recruitment agencies with the total amount paid in the last 2 years?

Saxton Bampfylde - £39,681.25
Champion - £27,629.62
REED Recruitment Agency - £25,697.66
HAYS - £20,335.20
OH Recruitment - £13,198.68

Q3. What is the fee structure charged for the five highest paid vacancies by the above five external recruitment agencies and the roles that were hired for? Example: Office Manager - Salary £20,000 Fees paid 15% of salary = Total recruitment fees paid £3000.

This information has been exempt under Section 43 (commercial interests) as it is expected that the contracts to which the information refers will go out to tender at sometime in the future. The information relates to and would have an impact on commercial activity within a competitive environment where supply/costs/prices and the resulting quality/specification of product/service are often used as a differential between competitors.

Section 43 is a qualified exemption and is subject to a public interest test.

Whilst there is clearly public interest in the scrutiny of how public money is spent, it is felt that disclosure could prejudice the bargaining position of the Civil Nuclear Constabulary, specifically that it could affect the Constabulary's commercial ability to negotiate on price.

The decision has been made that it is in the greater interest of the public that the Constabulary is able to ensure best value for money.

Q4. For the coming year what live vacancies does the organisation currently have for permanent or contract roles, please list these vacancies with the following;

- **Current or future positions and an exact salary figure**
- **What type of positions are they? (Contract or Permanent)**
- **Who is the hiring manager, please provide their full details: Full name, Telephone number, Email, Job Title and Department**

Assistant Chief Constable - TBA

Exercise Planning Advisors – T1 – Culham

IMS Technical Lead Ops Comms – T2 (Temp) – Culham

IMS Technical Lead Apps & Infrastructure – T2 (Temp) – Culham

IMS Senior Project Manager – M1 (Temp) – Culham

HR SS Supervisor – T1 (Temp) – Culham

The above jobs are advertised by grading, and the salaries of these grades are:

T1 - £22,476 - £29,968

T2 - £27,995 - £37,326

M1 - £32,655 - £43,540

The CNC do not project future vacancies for Police Staff roles. Recruitment is as and when required so can only current information can be provided.

It is not our practice to release Manager details for vacancies as all recruitment is dealt with centrally through the Recruitment Team. You can contact Sarah McSweeney on 01235 46666 for further information is required.

Q5. On which websites are these jobs advertised? Please clearly provide a link/list to where these jobs are advertised.

All external vacancies are advertised on the CNC website www.cnc.jobs/

The CNC occasionally advertise on total jobs

Q6. What is the process to selecting new recruitment agencies? Please provide the procurement process for selecting new recruitment agencies and what date is this conducted and by whom? Please provide full contact details.

The recruitment agency is chosen as part of the Government framework and administered by the Procurement on 01235 466554.

The CNC rarely use other agencies and we would use agencies local to the vacancy or who specialise in a field, for example when recruiting to Occupational Health vacancies.

Q7. Is there a purchase threshold below which allows the organisation to use external recruitment agencies which are not on any preferred supplier arrangements or contracts without going through a formal tender process?

The recruitment agency is chosen as part of the Government framework and administered by the Procurement.

We take our responsibilities under the Freedom of Information Act seriously but, if you feel your request has not been properly handled or you are otherwise dissatisfied with the outcome of your request, you have the right to complain. We will investigate the matter and endeavour to reply within 3 – 6 weeks. You should write in the first instance to:

Sarah Shevlin
Disclosures Officer
CNC
Culham Science Centre
Abingdon
Oxfordshire
OX14 3DB

E-mail: FOI@cnc.pnn.police.uk

If you are still dissatisfied following our internal review, you have the right, under section 50 of the Act, to complain directly to the Information Commissioner. Before considering your complaint, the Information Commissioner would normally expect you to have exhausted the complaints procedures provided by the CNPA.

The Information Commissioner can be contacted at:

FOI Compliance Team (complaints)
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

If you require any further assistance in connection with this request please contact us at our address below:

Sarah Shevlin
Disclosures Officer
CNC
Culham Science Centre
Abingdon
Oxfordshire
OX14 3DB

E-mail: FOI@cnc.pnn.police.uk

Yours sincerely

Sarah Shevlin
Disclosures Officer
Civil Nuclear Constabulary