



Our Reference:

BY EMAIL ONLY

26 October 2016

Dear

Request for Information

Thank you for your email dated 3 October 2016 requesting information on HCA staff. For ease of reference your request is below:

Please would you forward me the staffing structure of your following departments.

Finance Department

Legal Department

HR Department

Facilities Department

Procurement Department

Social Services Department

Housing Department - both generic and non-generic (if applicable)

I.T Department

Maintenance/Property Services Department

Strategy Department

Marketing Department

Policy & Communications Department

Please can you also advise:

What the total spend on Temporary/Interim staff has been in the last twelve months

Which/if any recruitment consultancies have been used to provide these staff

We have now had an opportunity to investigate your request and are writing to communicate our response. Attached alongside this letter is a current HCA staff structure chart. Please note that not all the departments you listed exist at the HCA and some may be known by different names.

In response to the second part of your request, concerning spend on temporary staff, we have listed below the suppliers used and the money spent on each supplier for temporary staff at the HCA during the 2015/2016 financial year.

Adecco UK Ltd	£896.95
Blue Arrow	£1,228.66
Computer Future Solutions	£35,004.51
Coby Philips Solutions Ltd	£1,790.04
Forrest Recruitment	£5,198.60
Hays Accountancy & Finance	£25,944.78
Magnetic IT Ltd	£20,804.19
Office Angels Ltd	£3,716.67
Reed Employment Plc	£16,108.56
STCS Ltd	£105,455.88
Nigel Wright Consultancy Ltd	£4,454.63

The fees listed above include the temporary staff's wages and agency fees where applicable.

If you have any questions regarding this response or any further queries you can contact us at the following addresses and quote your unique reference number found at the top of this letter:

Email: mail@homesandcommunities.co.uk

Mail: Information Access Officer
Homes and Communities Agency
Fry Building
2 Marsham Street
London
SW1P 4DF

If you are unhappy with the way Homes and Communities Agency has handled your request you may ask for an internal review. You should contact

Head of Legal Services
Homes and Communities Agency
Fry Building
2 Marsham Street
London
SW1P 4DF

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
Online: <https://ico.org.uk/concerns/getting/>

Homes and Communities Agency
Fry Building, 2 Marsham Street, London, SW1P 4DF

0300 1234 500
homesandcommunities.co.uk

Yours sincerely

Naomi McMaster
Information Access Officer
Homes and Communities Agency