



Foreign &  
Commonwealth  
Office

**FCO Services**  
Foreign and Commonwealth Office  
King Charles Street  
London SW1A 2AH

Website: <https://www.gov.uk>

24 August 2016

**FREEDOM OF INFORMATION ACT 2000 - REQUEST REF: 0711-16**

Thank you for your email of 27 July 16 asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

- 1. Please advise the total staff headcount that are employed directly by the FCO Services, with each part-time employee counted as one employee. Please exclude all temporary agency workers from this figure.*
- 2. Please identify each supplier that the FCO Services has a contract with to supply temporary agency workers.*
- 3. Please identify: a. the type of contract that the FCO Services has with each of these suppliers (preferred supplier list/ framework/ etc. If framework, please indicate b. which – e.g. MSTAR/ YPO/ Panel London/ Pan London/ NPS All Wales/ Crown Commercial Services/ etc; and c. whether this is on a neutral/ master/ hybrid vendor model, or the lot number.*
- 4. Please advise for each contract identified within (2) above of: a. the current end date of the contract; b. the date(s) that any break clause(s) can be enabled; and c. the length of time of any extension that can be enabled.*
- 5. Please advise of the a. full name of the main contact at the FCO Services who is responsible for the main (or majority of the) contract(s) identified within (2) above, together with their:*
  - b. job title;*
  - c. group (either team, division or department, whichever is the smallest identifiable group);*
  - d. telephone number;*
  - e. email; and*
  - f. full postal address, inc postcode.*
- 6. Please identify all suppliers that the FCO Services has sourced a temporary agency worker from – but does not have a contract with – from 1 April 2015 to 31 March 2016.*

*7. For each temporary agency supplier (either a. contracted as identified within (2) above; b. non-contracted as identified within (6) above; and c. all temporary workers the FCO Services has sourced directly), how much has been spent on each supplier (or directly), from 1 April 2015 to 31 March 2016?*

I can confirm that FCO Services does hold information relevant to your request. The information has not been detailed in this response as it falls under Section 21 of the FOIA in that the information is already reasonably accessible.

I have therefore responded to each point and have referred to, and included links to where the details may be found.

1. The headcount figures for FCO Services are published monthly and are included as part of the Foreign and Commonwealth Office transparency data, (Please see link below)
2. FCO Services use Crown Commercial Services frameworks, and has access to many suppliers through the use of frameworks. FCO Services publishes contracts on Contracts Finder and spend data on our website. (Please see link below)
3. FCO Services use Crown Commercial Services frameworks, such as Contingent Labour 1, Non Medical Non Clinical. Information about each framework can be found on the Crown Commercial Services website, (Please see link below).
4. Please refer to Crown Commercial Services website that will provide details of resourcing frameworks and their terms. (Please see link Below)
5. The contact details have been withheld under Section 40 of the Freedom of Information Act 2000, see further information below.
6. FCO Services use Crown Commercial Services frameworks. FCO Services own resourcing framework expired on the 27th November 2015 and interim resources have or are in the process of being transitioned to a Crown Commercial Services framework.
7. All framework spend is reported through Contracts finder and Purchase Order data on the FCO Services website.(Please see link below)

Links to information required:

<https://www.gov.uk/government/publications/fco-workforce-management-information-may-2016>

<https://www.gov.uk/contracts-finder>

<https://www.gov.uk/government/organisations/crown-commercial-service>

## **Exemptions**

**Section 21**

Under the FOI Act, FCO Services is not obliged to provide information to a requester if the information you seek is already reasonably available or accessible to you.

Section 21 provides an absolute exemption. This means that if the requested information is held by the public authority, and it is reasonably accessible to the applicant by other means, it is not subject to the public interest test.

**Section 40** of the Freedom of Information Act relates to personal information. The information you have requested is personal data relating to third parties, the disclosure of which would contravene one of the data protection principles. In such circumstances sections 40(2) and (3) of the Freedom of Information Act apply. In this case, our view is that disclosure would breach the first data protection principle. This states that personal data should be processed fairly and lawfully. It is the fairness aspect of this principle which, in our view, would be breached by disclosure. In such circumstances section 40 confers an absolute exemption on disclosure. There is, therefore, no public interest test to apply

Yours sincerely,

Corporate Knowledge and Security

FCO Services



We keep and use information in line with the Data Protection Act 1998. We may release this personal information to other UK government departments and public authorities.