



CIVIL NUCLEAR CONSTABULARY

Email

[REDACTED]

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

Tel: 03303 135400

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

24th March 2021

Dear [REDACTED]

I am writing in response to your request for information regarding the below. 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.

I am writing in order to request information regarding the below:

- 1) In last 2 years has your organisation used external recruitment agencies to hire for permanent or contract roles?**
- 2) In list format what are the five highest paid external recruitment agencies with the total amount paid in the last 2 years?**
- 3) 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.**
- 4) 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**

- 5) On which websites are these jobs advertised? Please clearly provide a link/list to where these jobs are advertised.
- 6) 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.
- 7) 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?

1 Yes

2 Reed - £74,259

3 Top 5 Placement Fees

Finance - £8,215

Learning & Development - £6,980

IT - £6,720

Quality Assurance x2 - £12,585

4

| Position | Salary Range | Contract/Permanent | Department |
|-----------------------------|--------------------|---------------------|-------------------------------|
| Head of Business Efficiency | £46,294 to £56,580 | Permanent | Finance & Business Efficiency |
| HR Coordinator | £21,000 | Fixed Term Contract | Human Resources |
| Duty Planning Manager | Up to £34,000 | Permanent | Duty Planning |
| Health & Safety Officer | Up to £34,000 | Permanent | Health & Safety |
| Integration Specialist | £35,183 to £43,003 | Fixed Term Contract | Projects |
| Test Manager | £35,183 to £43,003 | Fixed Term Contract | Projects |
| Technical Lead | £45,164 to £55,200 | Fixed Term Contract | Projects |
| Service Manager | £45,164 to £55,200 | Fixed Term Contract | Projects |
| Senior Project Manager | £45,164 to £55,200 | Fixed Term Contract | Projects |
| Project Manager | £35,183 to £43,003 | Fixed Term Contract | Projects |
| Business Analyst | £35,183 to £43,003 | Fixed Term Contract | Projects |

| | | | |
|------------------------------------|--------------------|---------------------|----------|
| Data Lead | £35,183 to £43,003 | Fixed Term Contract | Projects |
| Senior Financial Accountant | Up to £39,000 | Fixed Term Contract | Finance |
| Senior Financial Analyst | Up to £39,000 | Fixed Term Contract | Finance |
| HR Business Partner – Pay & Reward | £35,183 to £43,000 | Fixed Term Contract | HR |

5 All vacancies are advertised on the CNC careers page - [CNC Jobs | Home](#)

LinkedIn Jobs - [civil nuclear constabulary Jobs | LinkedIn](#)

Reed - [Civil Nuclear Constabulary \(CNC\) jobs - reed.co.uk](#)

6 We currently have a contract in place with 1 main supplier. As a Public Sector organisation we work to Government Framework contracts, which is conducted by our in-house Procurement team, who will decide if the framework will be selected as a result of tender or mini-competition – procurement@cnc.pnn.police.uk

The Civil Nuclear Constabulary is a specialist armed police service dedicated to the civil nuclear industry, with Operational Policing Units based at 10 civil nuclear sites in England and Scotland and over 1400 police officers and staff. The Constabulary headquarters is at Culham in Oxfordshire. The civil nuclear industry forms part of the UK's critical national infrastructure and the role of the Constabulary contribute to the overall framework of national security.

The purpose of the Constabulary is to protect licensed civil nuclear sites and to safeguard nuclear material in transit. The Constabulary works in partnership with the appropriate Home Office Police Force or Police Scotland at each site. Policing services required at each site are agreed with nuclear operators in accordance with the Nuclear Industries Security Regulations 2003 and ratified by the UK regulator, the Office for Nuclear Regulation (ONR). Armed policing services are required at most civil nuclear sites in the United Kingdom. The majority of officers in the Constabulary are Authorised Firearms Officers.

The Constabulary is recognised by the National Police Chiefs' Council (NPCC) and the Association of Chief Police Officers in Scotland (ACPOS). Through the National Coordinated Policing Protocol, the Constabulary has established memorandums of understanding with the local police forces at

all 10 Operational Policing Units. Mutual support and assistance enable the Constabulary to maintain focus on its core role.

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:

Kristina Keefe
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:

Kristina Keefe
Disclosures Officer
CNC
Culham Science Centre
Abingdon
Oxfordshire

OX14 3DB

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

Yours sincerely

Kristina Keefe

Disclosures Officer