



Department for International Trade

Department for International Trade
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FOI2019/03886

12 September 2019

Dear Kona Herkanaidu,

Thank you for your email of 12 August in which you requested the following information:

Dear Department for International Trade,

I am writing to you under the Freedom of Information Act 2000 to request the following information for the Department for International Trade:

- Please confirm whether you use recruitment agencies to support in the recruitment of temporary and permanent staff?*
- If yes to the above question, please can you confirm the agency spend on recruitment for the last 12 months? Please could this be split out between temporary and permanent recruitment.*
- Please can you confirm the title/model of any recruitment contracts you have in place? (e.g. PSL, MSP, RPO,).*
- Please confirm if you use any frameworks for recruitment? (e.g. Crown Commercial Service)*
- If any frameworks have been used, please provide details of any agreements/direct awards made in the past 12 months?*
- If applicable, please confirm the end date of your current contract for temporary recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant temporary recruitment suppliers.*
- If applicable, please confirm the end date of your current contract for permanent recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant permanent recruitment suppliers.*

- *Please confirm the name and email address of the individual/s within your organisation in HR and/or Procurement who is/are responsible for appointing the contract for temporary and/or permanent recruitment and any future tender exercises in relation to this.*

Please provide the information in the form of a word document.

If it is not possible to provide the information requested due to the information exceeding the cost of compliance limits identified in Section 12, please provide advice and assistance, under the Section 16 obligations of the Act, as to how I can refine my request.

If you can identify any ways that my request could be refined please provide further advice and assistance to indicate this.

If you have any queries please don't hesitate to contact me via email or phone and I will be happy to clarify what I am asking for, my details are outlined below.

Thank you for your time and I look forward to your response.

Yours faithfully,

Kona Herkanaidu

Under the Freedom of Information Act 2000 ('the Act'), you have the right to:

- know whether we hold the information you require
- be provided with that information (subject to any exemptions under the Act which may apply).

Please see the below responses to your questions. Where you have asked for information relating to the last 12 months, the period in question is August 2018 to August 2019.

- *Please confirm whether you use recruitment agencies to support in the recruitment of temporary and permanent staff?*

I can confirm we do use recruitment agencies to support the recruitment of both permanent and temporary staff.

- *If yes to the above question, please can you confirm the agency spend on recruitment for the last 12 months? Please could this be split out between temporary and permanent recruitment.*

DIT's recorded agency spend for the last 12 months is as follows:

Permanent recruitment – £659,198.68

Temporary recruitment – £2,248,695.30

- *Please can you confirm the title/model of any recruitment contracts you have in place? (e.g. PSL, MSP, RPO,).*

Temporary recruitment contracts follow the Managed Service Provider (MSP) model and permanent recruitment contracts follow the Recruitment Process Outsourcing (RPO) model.

- *Please confirm if you use any frameworks for recruitment? (e.g. Crown Commercial Service)*

DIT currently uses the Crown Commercial Service's Permanent Recruitment Solutions (RM6002) framework for permanent recruitment, and Public Sector Resourcing (RM3749) for temporary recruitment. DIT has previously used the MSTAR3 Framework for permanent recruitment.

- *If any frameworks have been used, please provide details of any agreements/direct awards made in the past 12 months?*

Since January 2011, details of central government contracts above the value of £10,000 are published on Contracts Finder. Contracts published prior to 26 February 2015 can be viewed at: <https://data.gov.uk/data/contracts-finder-archive>. Those published since 26 February 2015 can be viewed at: <https://www.contractsfinder.service.gov.uk/Search>. Transactions with suppliers of £25,000 and above are published on the following website: https://www.gov.uk/government/publications?departments%5B%5D=department-for-international-trade&publication_type=transparency-data.

When searching on Contracts Finder, contracts relating to recruitment services can be found under code 79600000.

- *If applicable, please confirm the end date of your current contract for temporary recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant temporary recruitment suppliers*

Since January 2011, details of central government contracts above the value of £10,000 are published on Contracts Finder. Contracts published prior to 26 February 2015 can be viewed at: <https://data.gov.uk/data/contracts-finder-archive>. Those published since 26 February 2015 can be viewed at: <https://www.contractsfinder.service.gov.uk/Search>. Transactions with suppliers of £25,000 and above are published on the following website: https://www.gov.uk/government/publications?departments%5B%5D=department-for-international-trade&publication_type=transparency-data

When searching on Contracts Finder, contracts relating to recruitment services can be found under code 79600000.

- *If applicable, please confirm the end date of your current contract for permanent recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant permanent recruitment suppliers*

Since January 2011, details of central government contracts above the value of £10,000 are published on Contracts Finder. Contracts published prior to 26 February 2015 can be viewed at: <https://data.gov.uk/data/contracts-finder-archive>. Those published since 26 February 2015 can be viewed at: <https://www.contractsfinder.service.gov.uk/Search>. Transactions with suppliers of £25,000 and above are published on the following website: https://www.gov.uk/government/publications?departments%5B%5D=department-for-international-trade&publication_type=transparency-data.

When searching on Contracts Finder, contracts relating to recruitment services can be found under code 79600000.

- *Please confirm the name and email address of the individual/s within your organisation in HR and/or Procurement who is/are responsible for appointing the contract for temporary and/or permanent recruitment and any future tender exercises in relation to this.*

We are unable to provide you with the individual's name due to an absolute exemption under Section 40(2) of the Act.

Section 40(2) of the Act provides an absolute exemption for personal data which then falls to be dealt with under the Data Protection Act. The exemption is designed to address the tension between public access to official information and the need to protect personal information. Personal data of third parties can only be disclosed in accordance with the data protection principles. In particular, the first data protection principle requires that disclosure must be fair and lawful and must comply with one of the conditions in Schedule 2 of the Data Protection Act.

Senior officials should expect it fair that their details may be disclosed as part of a Freedom of Information response as their posts carry a greater level of accountability, since they are likely to be responsible for major policy decisions and the expenditure of public funds. However, having factored in the nature of the request and the responsibilities of the individual in question, we do not consider the right of public access to official information to outweigh the right of junior members of staff, such as the individual in question, to have their personal information protected.

Appeals procedure

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original request and should be addressed to the Information Rights Unit:

Information Rights Unit
Department for International Trade
3 Whitehall Place
London
SW1A 2AW Email: foi@trade.gov.uk

Please remember to quote the reference number above in any future communications.

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

Yours sincerely,

Department for International Trade