



Dave Chaplin  
[request-538627-a90e02ac@whatdotheyknow.com](mailto:request-538627-a90e02ac@whatdotheyknow.com)

Date: 14/12/18  
Ref: 61007  
Contact: Julie Murphy  
Tel: 01302 737618  
Email: [FOI@doncaster.gov.uk](mailto:FOI@doncaster.gov.uk)

Dear Mr Chaplin,

Thank you for your Freedom of Information request dated 11/12/18 for information about IR35. Please find below Doncaster Council's responses to the questions you have raised.

## Question

In April 2017 Government introduced new rules into the public sector called the off-payroll reforms, commonly referred to as "IR35".

<https://www.gov.uk/guidance/off-payroll-working-in-the-public-sector-reform-of-intermediaries-legislation>

We understand you may (or may not) have planned for this and developed a set of internal guidelines to be used when on boarding flexible workers, or contractors.

Please can you:

1. Tell us if you are familiar with these reforms – yes or no?
2. Send us a copy of your internal guidelines used for any internal guidance,
3. Send us any policies you use surrounding the reforms.
4. Send us any documents you use to explain your policies to agencies who supply workers to you.
5. Send us your internal guidance explaining how you assess the status for each contractor.

## Response

Our responses to the above questions are as follows:

1. Tell us if you are familiar with these reforms – yes or no	Yes
2. Send us a copy of your internal guidelines used for any internal guidance	Please see attached extracts of information given to our managers regarding IR35.
3. Send us any policies you use surrounding the reforms	We refer to HMRC guidance on this area but please also see response given to (2) above.
4. Send us any documents you use to explain your policies to agencies who supply workers to you	We have a Managed Service Provider for the provision of agency workers so they deal with for these workers. Any documentation they supply does not belong to us so we are unable to supply that to you. As stated

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Waterdale, Doncaster, South Yorkshire, DN1 3BU

	above, we operate within HMRC guidelines regarding IR35.
5. Send us your internal guidance explaining how you assess the status for each contractor	We refer to HMRC guidance on this area but please also refer to response given to (2) above.

I hope that this information is useful to you.

Doncaster Council estimate that it has cost £25.00 to respond to this request for information.

**Reviewing any decisions made:**

You can ask us to review any decisions made about your request. You do this by writing to

Freedom of Information Officer,  
Doncaster Council,  
Civic Office,  
Waterdale  
Doncaster,  
DN1 3BU  
e-mail: [FOIAppeals@doncaster.gov.uk](mailto:FOIAppeals@doncaster.gov.uk)

You can apply to the Information Commissioner for a decision about our compliance or otherwise with the Freedom of Information legislation. Please contact the Commissioner for details on how to do this - telephone 01625 545700, address: Information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Internet: <http://www.informationcommissioner.gov.uk/>

Yours sincerely,



**Julie Murphy**

**FOI Lead Officer**

HR, Communications and Executive Office  
Doncaster Council  
Civic Office  
Waterdale  
Doncaster  
DN1 3BU

**Civic Office**

Waterdale, Doncaster, South Yorkshire, DN1 3BU