



South Tyneside Council

Date: 1st December 2017
Our Ref: FOI 17 18989

A J Bishop
request-448250-36a6787a@whatdotheyknow.com

Dear Sir or Madam

Freedom of Information Request

I refer to your Freedom of Information Request received on the 23rd November 2017

Your request asked for the following information:

Your Request

Could you please supply me with information relating to your engagement of individual temporary or contract workers or consultants to fulfil a need for 'specialist professional services'?

Do you operate organisation-wide (procurement) protocols, to control the number of potential sources for the service provision?

Or are department heads free to consider candidates from any source?

Or are one-person needs always met from an internal pool of expertise?

Where the choice of external support is restricted by protocols, is it limited to:

A single local/regional temporary worker agency?

More than one local/regional temporary worker agency?

A nationwide temporary worker agency with a specialism in the required service?

A nationwide generalist temporary worker agency?

A 'meta' agency, a single point of enquiry covering a number of temporary worker agencies (e.g. Comensura)?

Other? (please specify)

If the route dictated by protocol does not provide a suitable candidate, how, if at all, is the protocol relaxed to ensure the need is met in a timely manner?

Council's Response

We can confirm the following information with regards your request above.

Could you please supply me with information relating to your engagement of individual temporary or contract workers or consultants to fulfil a need for 'specialist professional services'?

Do you operate organisation-wide (procurement) protocols, to control the number of potential sources for the service provision?

All specialist professional services for temporary workers should be via procurement and they will advise of the best route to source the individual temporary, contract workers or consultants.

Or are department heads free to consider candidates from any source?

No

Or are one-person needs always met from an internal pool of expertise?

No

Where the choice of external support is restricted by protocols, is it limited to:

A single local/regional temporary worker agency?

More than one local/regional temporary worker agency?

A nationwide temporary worker agency with a specialism in the required service?

A nationwide generalist temporary worker agency?

A 'meta' agency, a single point of enquiry covering a number of temporary worker agencies (e.g. Comensura)

Other? (please specify)

We also use frameworks such a Neutral Vendor Managed Service for Specialist Professional Services and other regional consultancy frameworks.

If the route dictated by protocol does not provide a suitable candidate, how, if at all, is the protocol relaxed to ensure the need is met in a timely manner?

If we do not find a suitable candidate via the options detailed above, we may then look to contract direct with an agency who can provide the specialist professional services that we require but this would be after exhausting all procurement routes

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Internal Review Procedure

If you are dissatisfied with the handling of this enquiry you can invoke the Council's internal review procedures to ask for an independent review of your request. All such

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Westoe Road, South Shields, Tyne and Wear, NE33 2RL

requests must be sent to us within 4 weeks and must clearly state in writing your reference number and your reasons for your request for internal review.

The Information Governance Team can be contacted at the following address:
Information Governance Team, Town Hall and Civic Buildings, Westoe Road, South Shields, Tyne and Wear, NE33 2RL.

Information Commissioner's Office (ICO)

Should you remain dissatisfied with the final outcome of the internal review process you can write to the Information Commissioner to ask for an independent review. The Information Commissioner is the Government's Independent Body responsible for overseeing the Freedom of Information Act 2000, the Data Protection Act 1998 and the Environmental Information Regulations 2004.

Please do note the ICO will only review cases that have exhausted the Council's internal review procedures. All correspondence to the ICO must quote the Council's reference number and your reasons for your appeal.

The ICO's contact details are as follows: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF. More information can be found on the ICO's website at www.ico.org.uk

If you have any further queries about this matter then please do not hesitate to contact us.

Yours sincerely

Neil Purvis
Performance and Information Coordinator
Information Governance

Tel: 0191 424 6539

Email: foi@southtyneside.gov.uk