

By email to: [REDACTED]

**Human Tissue Authority**

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Date: 22 October 2021

**Freedom of Information request**

Thank you for your request for information under the Freedom of Information Act (FOIA), which was received by the Human Tissue Authority (HTA) on Thursday 23 September 2021. Your email outlined the following request:

To whom it may concern, please treat this as an FOI request. I would like to request the following information from the HTA:

- 1) How many staff have resigned from/left their position at the HTA (including permanent, temporary, contractors, fixed term contracts etc...) in 2020, and 2021 (please provide a breakdown for each year and their job titles)
- 2) How many exit interviews with staff leaving employment were held in 2020 and 2021 (please provide a breakdown for each year and their job titles)
- 3) How long were the notice periods served for each member of staff who left during 2020 and 2021 (please provide a breakdown for each year and their job titles) - please note, this is asking for the actual notice worked as opposed to the contractually specified period

Please do contact me if you require any clarification on the above questions and the expected data.

Further to this email, you sent a follow up email to clarify and request the following additional information:

Just to clarify the ask I sent a moment ago, in terms of "exit interviews offered", please provide details of both how many were offered, and how many took place. Also, in addition, please would you also include how many staff who left the HTA

during 2020 and 2021 (broken down by year) were also signed off for an extended period of sickness absence (so beyond what a staff member can take without GP or other authorisation).

## **Response**

You have asked for the information in your request by job title.

While the HTA holds this information, the organisation has only fifty members of staff, and a large proportion of staff are the only individual with a particular job title. This would allow named individuals to be identified. We are therefore applying a section 40 exemption under the Freedom of Information Act (FOIA). This is explained in more detail below. For this reason, the information you have requested has been supplied in aggregate.

1 January – 31 December 2020

9 members of staff left the employment of the HTA:

6 leavers had permanent contracts

4 leavers worked their full contracted notice period.

2 staff, worked a shorter than contracted notice period.

All were offered and accepted an exit interview.

3 leavers held a fixed term contract

All worked a full notice period.

All were offered and accepted an exit interview.

There were no agency or contractor leavers in 2020

1 January – 31 October 2021

9 members of staff left the employment of the HTA

5 leavers held permanent contracts.

2 worked a full notice period

3 staff, worked a shorter than contracted notice period.

All were offered exit interviews 3 accepted.

4 leavers held fixed term contract.

2 worked full notice period

2 staff, worked a shorter than contracted notice period.

All were offered and accepted an exit interview.

6 contractors left the HTA.

As contractors are not directly employed by the HTA neither the notice period or the offer of an exit interview are applicable.

## **Section 40 FOIA**

In reviewing the information, you have requested, we believe to provide either the job title of any leaver or specific data about the period of notice worked by individuals could result in those individuals being identified.

We have not provided information regarding periods of certified sickness absence even at an aggregate level as we believe that doing so has the potential to identify individual staff members.

We believe this information is exempt by virtue of the fact that disclosure would be unfair to any individuals concerned and would constitute unlawful processing of their personal data. Section 40(3A)(a) FOIA states that information is absolutely exempt from disclosure if its disclosure would breach any of the any of the principles relating to the processing of personal data ("the DP principles"), as set out in Article 5 of the General Data Protection Regulation ("GDPR"). The HTA has concluded that disclosure under FOIA would breach the first DP principle.

As stated above, this information is exempt under Section 40, which is an absolute exemption which does not require the HTA to consider the public interest test.

### **Further information**

If you are unhappy with the way the HTA has handled your request for information in this case, you may in the first instance ask us for an internal review by writing to us at the above postal or email address.

If you remain dissatisfied with the handling of your request, you have the right to appeal directly to the Information Commissioner for a decision, at the address below. There is no charge for making an appeal.

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF

Telephone: 08456 30 60 60 or 01625 54 57 45

Website: [www.ico.gov.uk](http://www.ico.gov.uk)

Yours sincerely

