

**Human Tissue Authority**  
151 Buckingham Palace Road  
London  
SW1W 9SZ

**Tel** 020 7269 1900

**Web** [www.hta.gov.uk](http://www.hta.gov.uk)

**Date** 16 August 2016

### **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 26 July 2016. Your email outlined the following request:

1. Please advise the total staff headcount that are employed directly by the Human Tissue Authority, with each part-time employee counted as one employee. Please exclude all temporary agency workers from this figure.
2. Please identify each supplier that the Human Tissue Authority has a contract with to supply temporary agency workers.
3. Please identify: a. the type of contract that the Human Tissue Authority has with each of these suppliers (preferred supplier list/ framework/ etc. If framework, please indicate b. which - e.g. MSTAR/ YPO/ Panel London/ Pan London/ NPS All Wales/ Crown Commercial Services/ etc; and c. whether this is on a neutral/ master/ hybrid vender model, or the lot number.
4. Please advise for each contract identified within (2) above of: a. the current end date of the contract; b. the date(s) that any break clause(s) can be enabled; and c. the length of time of any extension that can be enabled.
5. Please advise of the a. full name of the main contact at the Human Tissue Authority who is responsible for the main (or majority of the) contract(s) identified within (2) above, together with their:
  - b. job title;
  - c. group (either team, division or department, whichever is the smallest identifiable group);
  - d. telephone number;
  - e. email; and
  - f. full postal address, inc postcode.

6. Please identify all suppliers that the Human Tissue Authority has sourced a temporary agency worker from - but does not have a contract with - from 1 April 2015 to 31 March 2016.
7. For each temporary agency supplier (either a. contracted as identified within (2) above; b. non-contracted as identified within (6) above; and c. all temporary workers the Human Tissue Authority has sourced directly), how much has been spent on each supplier (or directly), from 1 April 2015 to 31 March 2016?

I would like the above information to be provided in electronic copy, sent by reply of this request.

#### Response

1. The Human Tissue Authority's headcount is 49.
2. The Human Tissue Authority has nil contracts in place for the supply of temporary agency workers. The Human Tissue Authority refers to the Crown Commercial Services Contract ID: RM960 and Contract ID RM971, to source suppliers of temporary agency workers in the first instance.
3. The Human Tissue Authority has nil contracts in place for the supply of temporary agency workings. The Human Tissue Authority refers to the Crown Commercial Services Contract ID: RM960 and Contract ID RM971, to source suppliers of temporary agency workers in the first instance.
4. This information is in the public domain. Please refer to the Crown Commercial Services Contract ID: RM960 and Contract ID: RM971 for this information.
5. The Human Tissue Authority are not responsible for these contracts. Contracts are managed by Crown Commercial Services.
6. As outlined above, the Human Tissue Authority has nil contracts in place for the supply of temporary agency workers. Temporary agency workers have been sourced from the below three agencies during the period of 1 April 2016 – 31 March 2016:
  - [REDACTED] (Contract with Crown Commercial Services)
  - [REDACTED] (Contract with Crown Commercial Services)
  - [REDACTED]
7. Spend as follows:
  - [REDACTED] - [REDACTED]
  - [REDACTED] - [REDACTED]
  - [REDACTED] - [REDACTED]

#### 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 or complaint, 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.

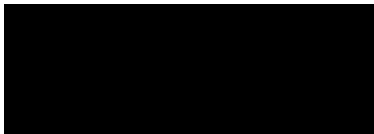
Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF

Telephone: 08456 30 60 60 or 01625 54 57 45

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

There is no charge for making an appeal.

Yours sincerely

A large black rectangular redaction box covering the signature of the Information Commissioner.Three horizontal black rectangular redaction boxes covering contact information, likely an email address and phone number.