

Human Tissue Authority
151 Buckingham Palace Road
London
SW1W 9SZ

██████████

By email to ██████████

Tel 020 7269 1900
Web www.hta.gov.uk

Date 22 March 2016

Dear ██████████

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 1 March 2016. Your email outlined the following request:

“I would like to make an open government request for information to which I am entitled under the Freedom of Information Act 2000.

I am looking to obtain:

- Organisational chart inc. contact names (operational level)
- Contractor/agency staff (non-clinical, non-medical) headcount
- Contractor/agency staff (non-clinical, non-medical) recruitment spend 2015 – 2016
- Contractor/agency staff (non-clinical, non-medical) recruitment budget 2016 – 2017
- Contractor/agency staff price caps; rates to be applied at HTA - Maximum rate per hour / per day (excluding VAT)”

Response

Please find an organisational chart attached, including the names of HTA employees who have responsibility for recruitment at an operational level. All recruitment or staffing related enquiries should be directed to the Head of Human Resources, who can be contacted via our switchboard on 020 7269 1900.

At present the HTA has two agency staff who are providing short term temporary cover and one contractor who is assisting with a technology system upgrade.

In the 2015-16 year to date the HTA has spent £63,370 on temporary agency staff and/or contractors. The HTA does not have a budget for temporary agency staff or contractors in 2016-17.

The HTA does not have contractor/agency staff price caps.

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

There is no charge for making an appeal.

Yours sincerely

