

F-2016-00203- contracts with temporary agency workers

18 August 2016

Summary of request

The Authority was asked a series of questions concerning temporary agency staff.

HFEA response

You have asked a series of questions concerning temporary agency staff. Please find the answers to your questions below in red.

1. Please advise the total staff headcount that are employed directly by the Human Fertilisation and Embryology Authority, with each part-time employee counted as one employee. Please exclude all temporary agency workers from this figure. **68**
2. Please identify each supplier that the Human Fertilisation and Embryology Authority has a contract with to supply temporary agency workers. **No contracts in place – use agencies as and when required from the Crown Commercial Framework**
3. Please identify: a. the type of contract that the Human Fertilisation and Embryology 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. **Crown Commercial Framework – Lot 3**
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. **n/a**
5. Please advise of the a. full name of the main contact at the Human Fertilisation and Embryology 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.

The HFEA does not currently have a main point of contact for contracts to supply temporary agency workers.

6. Please identify all suppliers that the Human Fertilisation and Embryology Authority has sourced a temporary agency worker from - but does not have a contract with - from 1 April 2015 to 31 March 2016.

Hays

Parity Professionals

Redrock Consulting

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 Fertilisation and Embryology Authority has sourced directly), how much has been spent on each supplier (or directly), from 1 April 2015 to 31 March 2016?

Hays - £108,323.94

Parity Professionals - £169,934.24

Redrock Consulting - £64,396.80

The above figures for Parity and Redrock are contingent labour figures for temporary staff working on a time limited specific programme.