

Our Ref: FOI2016-103

Date: September 2016

Subject: Temporary staff agencies

This request asked the following questions about the SFO's use of temporary staff agencies:

1. *Please identify each supplier that the Serious Fraud Office has a contract with to supply temporary agency workers.*

Capita
Adecco
Brook Street

2. *Please identify: **a.** the type of contract that the Serious Fraud Office has with each of these suppliers (preferred supplier list/ framework/ etc.). If framework, please indicate **b.** which – e.g. MSTAR/ YPO/ Panel/ Pan London/ NPS All Wales/ Crown Commercial Services etc.; and **c.** whether this is on a neutral/master/hybrid/vendor model, or the lot number.*

Capita – Framework, Crown Commercial Services, Contingent Labour One RM960 Lot 1

Adecco – Framework, Crown Commercial Services, Non Medical Non Clinical RM971 Lot 2

Brook Street – Framework, Crown Commercial Services, Contingent Labour One RM960 Lot 2

3. *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.*

Capita – framework started on 19/06/2013 and has been extended to June 2017. The SFO has utilised this framework since 2013.

Adecco – framework started on 01/07/2015 and ends in June 2017. The SFO has utilised this framework since July 2015.

Brook Street – framework started on 19/06/2013 and has been extended to June 2017. The SFO has utilised this framework since July 2013.

Note: b) is not applicable to frameworks.

4. Please advise of the **a.** full name of the main contact at the Serious Fraud Office who is responsible for the main (or majority of the) contracts(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, including. Postcode

The Head of Commercial and Facilities Management at the SFO is Mina Sharma. Mina can be contacted by calling the SFO switchboard on 020 7239 7272, by emailing public.enquiries@sfo.gsi.gov.uk or by writing to:

Serious Fraud Office
2-4 Cockspur Street
London
SW1Y 5BS

5. Please identify all suppliers that the Serious Fraud Office has sourced a temporary agency worker from – but does not have a contract with – from 1 April 2015 to 31 March 2016.

The SFO primarily uses the 3 contracts above for sourcing temporary staff. The SFO has sourced temporary staff from Reed for a small number of IT specialists under the Non Medical Non Clinical framework and from Hays for a payroll specialist under the Contingent Labour One framework.

6. 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 Serious Fraud Office has sourced directly), how much has been spent on each supplier (or directly), from 1 April 2015 to 31 March 2016?

SFO expenditure on temporary agency workers by supplier, 2015-16	
Supplier	Amount
Adecco Finance Shared Service Centre	£3,730,191
Brook Street UK Ltd	£741,518
Capita Business Services Ltd	£157,344

Reed Specialist Recruitment Ltd	£260,452
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Note: Payments made to Hayes Business Services relate to only one individual and have therefore been withheld to avoid disclosing personal data.