

By Email to request-670485-0f26f191@whatdotheyknow.com

02/07/2020

Dear Tabitha

Re: Freedom of Information Request (Ref no: FOI000035)

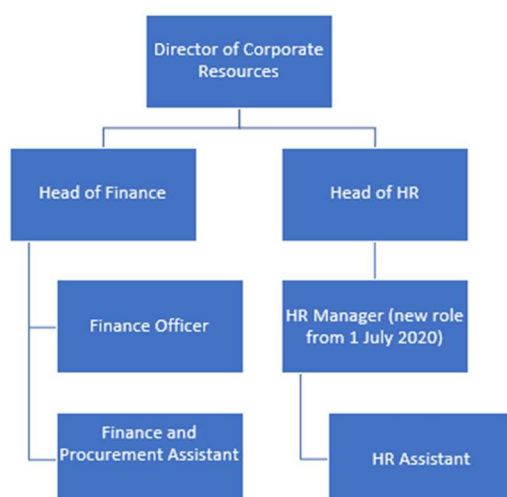
Thank you for your Freedom of Information request dated 15th June.

You asked for the following information:

How many members of staff are in you Accounts / Finance team?

We currently have three members of staff in the Finance Team, this is indicated on the chart below. It should be noted that the Finance and Procurement Assistant is a shared resource with the Procurement team.

Can you provide an organisational chart for this team?



How many members of staff are in your HR & Recruitment team?

We also have three members of staff within the HR team, the roles are also indicated on the chart. The HR Manager is a new role and we welcome someone into that role on 1 July.

Can you provide an organisational chart for this team?

Both teams sit within our Corporate Resources Directorate (please see chart above)

What was your agency spend in 2019 and do you have a predicted spend in 2020? If you could be specific to the Accounts and HR teams that would be preferable.

We do not have any predicted agency spend for Finance or HR roles in 2020.

In 2019 our agency spend was £2654, this was for a time limited role to assist with some Learning and Development within the HR team.

What recruitment framework are you part of and what agencies do you use?

We use the NPS framework for agency spend and we are currently contracted with Hays through that framework for temporary staff.

I hope this provides the information you requested. If you are dissatisfied with how we have dealt with your request for information, please write to:

Kay Powell
Head of Corporate Governance
Qualifications Wales
Q2 Building, Pencarn Lane
Imperial Park
Coedkernew
Newport NP10 8AR

You also have the right to complain to the Information Commissioner at the following address:

Head office

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

Yours sincerely

Helen Murray
Information Governance Manager