



[REDACTED]

31 March 2021

Dear [REDACTED],

Freedom of Information request: FOI2021/00136

Thank you for your Freedom of Information request received on the 3 March in which you requested the following:

Your request:

- 1) *In last 2 years has your organisation used external recruitment agencies to hire for permanent or contract roles?*
- 2) *In list format what are the five highest paid external recruitment agencies with the total amount paid in the last 2 years?*
- 3) *What is the fee structure charged for the five highest paid vacancies by the above five external recruitment agencies and the roles that were hired for? Example: Office Manager - Salary £20,000 Fees paid 15% of salary = Total recruitment fees paid £3000.*
- 4) *For the coming year what live vacancies does the organisation currently have for permanent or contract roles, please list these vacancies with the following;*
 - *Current or future positions and an exact salary figure*
 - *What type of positions are they? (Contract or Permanent)*
 - *Who is the hiring manager, please provide their full details: Full name, Telephone number, Email, Job Title and Department*
- 5) *On which websites are these jobs advertised? Please clearly provide a link/list to where these jobs are advertised.*
- 6) *What is the process to selecting new recruitment agencies? Please provide the procurement process for selecting new recruitment agencies and what date is this conducted and by whom? Please provide full contact details.*
- 7) *Is there a purchase threshold below which allows the organisation to use external recruitment agencies which are not on any preferred supplier arrangements or contracts without going through a formal tender process?*

Our response:

I can confirm UK Research and Innovation (UKRI) hold the information relevant to your request. Please see the information below.

Please note, we are still working to obtain the information needed to address question 3. We extend our sincerest apologies for the delay in processing your request in full, however we can confirm that the outstanding elements are being processed as a high priority. We will provide this information in a follow up response to you as soon as possible.

- 1) *In last 2 years has your organisation used external recruitment agencies to hire for permanent or contract roles?*

UKRI has used external recruitment agencies to hire for both permanent and contract roles in the last two years.

- 2) *In list format what are the five highest paid external recruitment agencies with the total amount paid in the last 2 years?*

External Recruitment Agency	Total Payment
Alexander Mann Solutions Ltd	£8,700,000
Hays PLC	£2,800,000
Rullion Ltd	£1,700,000
Seamariner Headco I Ltd	£1,400,000
Sanderson Government and Defence Ltd	£600,000

Please note the above figures have been rounded to the nearest £100,000 and indicates the total cost, including both agency and employee fees.

- 3) *What is the fee structure charged for the five highest paid vacancies by the above five external recruitment agencies and the roles that were hired for? Example: Office Manager - Salary £20,000 Fees paid 15% of salary = Total recruitment fees paid £3000.*

As explained above, a response to this will be issued as soon as the information required to address this question is available.

- 4) *For the coming year what live vacancies does the organisation currently have for permanent or contract roles, please list these vacancies with the following;*
- *Current or future positions and an exact salary figure*
 - *What type of positions are they? (Contract or Permanent)*
 - *Who is the hiring manager, please provide their full details: Full name, Telephone number, Email, Job Title and Department*

Under Section 21 - Information already reasonably accessible, of the FOIA the following information you have requested is already available in the public domain.

All current and live job vacancies are listed with on the following websites:

- [UKRI Careers Portal](https://careersportal.co.uk/UKRI-careers/)¹
- [Workday for Innovate UK](https://innovateuk.wd3.myworkdayjobs.com/innovateukcareers)²
- [MRC Vacancies Homepage](https://mrc.tal.net/vx/lang-en-GB/mobile-0/appcentre-1/brand-3/xf-468ffe613e2d/candidate)³

Information on salary and type of position are included in the vacancy information.

Section 21 is an absolute exemption which means that there is no requirement to conduct a public interest test.

We are exempting the name, position and contact details of the hiring manager under section 40(2) of the FOIA. Disclosing this information would contravene the first Data Protection Principle as defined under Section 86 of the Data Protection Act 2018 and Article 5 of UK General Data Protection Regulation (UK GDPR).

Section 40(2) is an absolute exemption and does not require a public interest test

UKRI do not hold information on future vacancies. To explain further, UKRI will create new vacancies to meet the needs and demand of the organisation, while also taking into account available budget. As such, it is not possible to predict what future vacancies may become available, nor does it fall within scope of an FOI request.

- 5) *On which websites are these jobs advertised? Please clearly provide a link/list to where these jobs are advertised.*

¹ <https://careersportal.co.uk/UKRI-careers/>

² <https://innovateuk.wd3.myworkdayjobs.com/innovateukcareers>

³ <https://mrc.tal.net/vx/lang-en-GB/mobile-0/appcentre-1/brand-3/xf-468ffe613e2d/candidate>

The following websites are used to advertise jobs. Vacancies link back to one of three websites listed in above question 4:

Job Board	Website
Jobs.ac.uk	https://www.jobs.ac.uk/
Indeed Sponsorship	https://uk.indeed.com/
Jobsite/Total Jobs	https://www.totaljobs.com/
CW Jobs	https://www.cwjobs.co.uk/
Guardian Jobs	https://www.guardianjobsrecruiter.co.uk/
Jobserve	https://www.jobserve.com/
Supply Management Jobs / CIPS	https://www.cips.org/supply-management-jobs/
IET / Engineering & Technology Jobs	https://engineering-jobs.theiet.org/
CV Library	https://www.cv-library.co.uk/
Monster	https://www.monster.co.uk/
IOP / Bright Recruits / Physics World - Online	https://brightrecruits.com/physicsworld-jobs/
Environment Job	https://www.environmentjob.co.uk/jobs
Environment Jobs	https://www.environmentjobs.co.uk/
WISE	https://www.wisecampaign.org.uk/
New Scientist	https://jobs.newscientist.com/en-gb/
Bubble-Jobs	https://www.bubble-jobs.co.uk/
Earthworks Jobs	https://www.earthworks-jobs.com/
APM Careers / Association for Project Management	https://careers.apm.org.uk/
TechnoJobs	https://www.technojobs.co.uk/
Nature Jobs	https://www.nature.com/naturecareers
SW1 Jobs	https://www.sw1jobs.com/jobs/
PR Week Job	https://www.prweekjobs.co.uk/
Research Gate	https://www.researchgate.net/login
RICS Recruit	https://www.ricsrecruit.com/
S1 Jobs	https://www.s1jobs.com/
Reed	https://reed.co.uk/

- 6) *What is the process to selecting new recruitment agencies? Please provide the procurement process for selecting new recruitment agencies and what date is this conducted and by whom? Please provide full contact details.*

UK SBS primarily use existing framework agreements for contingent workers. Call off contracts are put in place as required and identified through the hiring managers. These routes are used for all values, where they can be fulfilled through the framework routes.

The primary framework agreements utilised are as follows:

CCS RM3749 – Public Sector Resourcing

CCS RM6160 – Non-Clinical Temporary and Fixed Term Staff

UK SBS PS18170 – Marine Contingent Labour

If there are specialist one off recruitment positions required (either permanent or through Contingent Labour) that cannot be fulfilled through the existing framework options, these will be competed accordingly, and managed on a case by case basis. These may be fulfilled through other specialist frameworks where appropriate, or by a quotation exercise if they are below the purchase threshold of £25,000.

The procurement for these is managed through the [UK SBS Core Services Procurement Team](#)⁴.

- 7) *Is there a purchase threshold below which allows the organisation to use external recruitment agencies which are not on any preferred supplier arrangements or contracts without going through a formal tender process?*

⁴ <https://www.ukpbs.co.uk/services/procure/Pages/default.aspx>

Within the Contingent Labour category, all requirements, regardless of value, are routed through one of the framework routes identified above, where the requirement is within scope of those frameworks and the role can be fulfilled. The only exception to this is where there are specific or highly specialist roles, for which the framework is not appropriate, or the suppliers are not able to identify an appropriate candidate.

The procurement route taken will depend upon the value of these. Below the £25,000 threshold, these may be awarded through a quotation process, but do still need to go through a more formal tendering process and are advertised through Contracts Finder or Find a Tender.

We once again extend our sincerest apologies for the delay in processing your request in full and will endeavour to respond to the outstanding question as soon as possible.

If you have any queries regarding our response or you are unhappy with the outcome of your request and wish to seek an internal review of the decision, please contact:

Head of Information Governance


Email: foi@ukri.org or infogovernance@ukri.org

Please quote the reference number above in any future communications.

If you are still not content with the outcome of the internal review, you may apply to refer the matter to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review procedure provided by UKRI. The Information Commissioner can be contacted at: <http://www.ico.gov.uk/>

If you wish to raise a complaint regarding the service you have received or the conduct of any UKRI staff in relation to your request, please see UKRI's complaints policy: <https://www.ukri.org/about-us/policies-and-standards/complaints-policy/>

Yours sincerely,


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Information Rights Team
UK Research and Innovation
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