

Official

Ref: FOI-240

01 October 2019

Dear [REDACTED],

1. Thank you for your email of 4 September 2019 in which you requested information from UK Anti-Doping ('UKAD') under the Freedom of Information Act 2000 ('the Act'). Your request was for information relating to UKAD's Finance team. Specifically, your request was as follows:

*'I would like to submit an FOI request and therefore would be grateful if you could please provide me with the following information on staff numbers for Finance only:*

- a) Total number of staff;
- b) Total number of SCS1 finance staff;
- c) Department structure;
- d) Total number of agency workers / contractors (please include those on fixed term contract but not internal secondment); and
- e) Frameworks used to procure interim staff in this area.'

## Response

2. UKAD confirms that it holds the information requested and provides its response to each part of your request as follows:

Part of request	Response
a)	UKAD currently has 3.7 full-time equivalent ('FTE') staff in its Finance team. There is also a current vacancy for an additional role of 1 FTE.

Part of request	Response
b)	UKAD does not apply the grading structure of Her Majesty's Home Civil Service. As such, there are no staff graded as 'SCS1'.
c)	The structure of UKAD's Finance Team is as follows: <ul style="list-style-type: none"><li>• Director of Finance;</li><li>• Head of Finance &amp; Commercial Services (open vacancy);</li><li>• Finance Manager;</li><li>• Finance &amp; Payroll Officer; and</li><li>• Payroll Assistant (0.7 FTE).</li></ul>
d)	There are currently no agency workers or contractors employed in UKAD's Finance Team.
e)	UKAD engages with recruitment agencies to identify potential staff for vacant roles.

### Conclusion

3. If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Philip Bunt, Chief Operating Officer, UK Anti-Doping, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8AE. Please remember to quote the reference number above in any further communications.
4. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



**UK Anti-Doping**