



Data Protection Officer  
Freedom of Information  
NW Leicestershire District Council  
Whitwick Road  
Coalville  
Leicestershire  
LE67 3FJ  
Telephone: 01530 454763

Date: 03 February 2021

## **FREEDOM OF INFORMATION REQUEST 1467**

I write further to your email dated 06 January 2021.

Your request has been dealt with under the terms of the Freedom of Information Act 2000 (FOIA), explained on our [freedom of information](#) page.

Your request:

Please would you forward me the staffing structure, including names, direct lines and email addresses, of your following departments:

- Legal & Governance Department
- Human Resources Department
- Policy & Communications Department
- Finance & Accounting Department
- Payroll Department

Please can you also advise:

- What the total spend on Temporary/Interim staff has been in the last twelve months
- Which/if any recruitment consultancies have been used to provide these staff

Our response:

Please find the relevant staffing detail below

### **Legal:**

- Elizabeth Warhurst, Head of Legal and Commercial Services, 01530 454 762, [elizabeth.warhurst@nwleicestershire.gov.uk](mailto:elizabeth.warhurst@nwleicestershire.gov.uk)
- Kate Hiller, Legal Services Team Manager, 01530 454 379 [kate.hiller@nwleicestershire.gov.uk](mailto:kate.hiller@nwleicestershire.gov.uk)
- Senior Solicitor (Planning), Senior Solicitor (Litigation)
- Solicitor (Contracts and Commercial),
- Legal Officer
- Trainee Solicitor
- Legal Practice Manager
- Legal Clerk / Typist x2

### **Legal, information Governance:**

- Data Protection Officer
- Information Governance Officer

**Human Resources:**

- Mike Murphy, Head of Human Resource and Organisation Development, 01530 454 518  
[Mike.murphy@nwleicestershire.gov.uk](mailto:Mike.murphy@nwleicestershire.gov.uk)
- Senior HR Advisor x4
- Health and Safety Officer
- HR Analyst
- HR Administrator x2

**Finance:**

Please see document 1467a.pdf attached.

Manager details:

- Tracy Bingham, 01530 454707, [tracy.bingham@nwleicestershire.gov.uk](mailto:tracy.bingham@nwleicestershire.gov.uk)
- Anna Wright, 01530 454482, [Anna.wright@nwleicestershire.gov.uk](mailto:Anna.wright@nwleicestershire.gov.uk)
- Matthew D'oily-Watkins, 01530 454781, [matthew.d'oily-watkins@nwleicestershire.gov.uk](mailto:matthew.d'oily-watkins@nwleicestershire.gov.uk)

**Communications:**

- Rob Helliwell, Communications Manager (maternity cover), 01530 454582  
[robert.helliwell@nwleicestershire.gov.uk](mailto:robert.helliwell@nwleicestershire.gov.uk)
- Communications Officer
- Communications Officer (part time)

Recent spending on temporary staff:

- 2019/20 - £1,582,216.09.
- 20/21 to date - £980,232.07.

NWLDC holds a contract with Comensura for temporary staff.

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**GOING FORWARD**

If you are dissatisfied with the information supplied please feel free to contact me on the number above for any queries in relation to this response. Please note that in responding to further enquiries I can only comment on the information contained within this correspondence and cannot provide any further information that may pertain to an additional FOIA request.

Please remember to quote the Authority's four digit reference number given at the top of this email in any future communications.

If you remain dissatisfied following the conclusion of the above informal review, you have the right to ask for an internal review. A request for a review whether formal or informal should be submitted within two calendar months of the date of receipt of the response to your original letter and should be sent to [DPO@NWLeicestershire.gov.uk](mailto:DPO@NWLeicestershire.gov.uk) or the address above.

Further details on our appeals and complaints procedure can be found on our website [here](#).

If you remain dissatisfied following the conclusion 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 [accessicoinformation@ico.org.uk](mailto:accessicoinformation@ico.org.uk).

Yours sincerely

Mackenzie Keatley  
Information Governance Officer