

Nicola Hesketh  
Project and Information Co Ordinator

**Our Ref: FOI4207/NH/02**  
**Please ask for: Nicola Hesketh**  
**Direct dial: 01827 709 587**  
**E-mail: FOImailbox@tamworth.gov.uk**

[name redacted]  
XCD HR  
St Nicholas House  
31-34 High Street  
Bristol  
BS1 2AW

24<sup>th</sup> November 2016

Dear [name redacted]

### **Freedom of Information – Request for Information**

With regards to your recent enquiry for information held by the Authority under the provisions of the Freedom of Information Act. Please find the information you requested below with reference in the box to your original enquiry for clarity where multiple answers are required.

#### **Details of Your Request**

- 1. I would like to make a request under the Freedom of Information Act for a departmental structure of the HR and Payroll department within the council.*
- 2. Please can you also advise which Recruitment/HR/Payroll/Finance system you use?*
- 3. When do these system contracts expire?*
- 4. Do you have online Performance Management and Expense Claims? If so, what are they? when do these contracts expire?*
- 5. How many staff do you employ?*
- 6. What yearly support and maintenance costs are you paying for these HR & Payroll systems?*
- 7. Please can you confirm Names, Email addresses and where possible Telephone numbers of senior management within the directorate.*

#### **The response to your request as follows:**

- 1. Please see attached PDF**
- 2. iTrent Provided by MHR**
- 3. The current contract was let in 2012 under a OJEU procurement framework and is being renegotiated for April 2017. This renegotiation will be for annual maintenance and support of the current system as development is on-going. There are no plans to replace the current system due to costs and officer time to configure the**

system.

4. These modules are included within the iTrent product and are being configured for use.

5. 317 FTE, 463 Headcount

6. Current annual cost of all of the modules and support is £10,267.68

7. Christie Tims, Head of Organisational Development [christie-tims@tamworth.gov.uk](mailto:christie-tims@tamworth.gov.uk) , 01827 709709

Zoe Wolicki, Human Resources Manager, [zoe-wolicki@tamworth.gov.uk](mailto:zoe-wolicki@tamworth.gov.uk), 01827 709709

Tina Beech, Payroll Manager, [tina-beech@tamworth.gov.uk](mailto:tina-beech@tamworth.gov.uk), 01827 709709

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Project and Information Coordinator,  
Tamworth Borough Council,  
Marmion House,  
Lichfield Street,  
Tamworth,  
B79 7BZ

Details of Tamworth Borough Council's internal review and complaints procedure are attached, in accordance with the provisions of the Act.

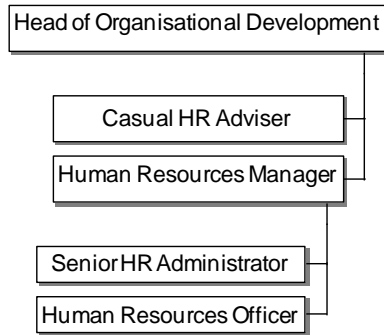
Yours Sincerely

Nicola Hesketh

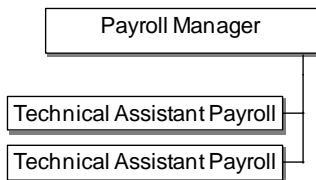
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FOIA 4207

## HR Structure



## Payroll Structure



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