

## RE: Freedom of Information Request

Contact <contact@habstrustsouth.org.uk>

Tue 16/04/2024 15:49

To: Public Sector <HRDataConsultLtd@hotmail.com>

Dear Mr Santos

I write to respond to your request for information under the Freedom of Information Act 2000. I can confirm that the Trust holds the information that you have requested.

Our responses are below.

1. What software do you use for your payroll, hr and finance solutions, how much annually do you spend on each, when does each contract expire?
  - *Payroll – Cintra, the contract expires in August 2024.*
  - *Finance – IRIS – the contract expires in March 2025.*
2. Do you manage your payroll in-house or do you outsource it if so, who do you outsource it to?
  - *The Trust outsources it's payroll to Cintra payroll Bureau*
3. How many people do you pay each month using your payroll solution?
  - *780*
4. How many pensioners do you pay using your payroll solution?
  - *None*
5. Do you use Microsoft power platform technologies such as Power Automate, Power Virtual Agents?
  - *Power Automate.*
6. What is the employee count at the trust?
  - *780*
7. Do you collaborate with other organisations in the delivery of HR & Payroll shared services? If so which organisation?
  - *No*
8. Do you work with any industry experts such as ATOS, KPMG, EY, Accenture etc?
  - *No*
9. Who at the trust is the head of service for HR and Payroll software or services and what is their role?
  - *HR: Director of People – Sara Allison*
  - *Finance: Finance Director – Claire Hersey*

### Refusal notice:

Whilst the Trust holds the information requested in question 1 and can disclose the expiry date of the contracts, the value of these contracts is commercially sensitive and as such decline to provide this under section 43(2) of the Freedom of Information Act 2000. Section 43(2) says that information is exempt if its disclosure under the FOIA would, or would be likely to, prejudice the commercial interests of any legal person. Within this exemption there is detail on procurement and the commercial information held in relation to this process, including the details of the contract agreed. It is the Trust's view that disclosure of the value of the contract would be likely to prejudice or harm the commercial interests of the Trust and the suppliers involved.

The Trust has an internal review procedure through which you can appeal the decision not to disclose this information. This is detailed in the Trust's Freedom of Information Policy which can be found here:

<https://www.habstrustsouth.org.uk/Policies/Federation/>

Complaints or requests for an internal review of a response to a request for information should be made within two months of the date of this response to your request for information. The initial complaint should be sent to ([DataRequests@habstrustsouth.org.uk](mailto:DataRequests@habstrustsouth.org.uk)) by Sunday 16th June 2024.

If the complaint cannot be dealt with through the Trust's procedure set out above, you are also entitled to make a complaint to the Information Commissioner's Office-

- ICO Online Complaints Portal - <https://ico.org.uk/make-a-complaint/foi-and-eir-complaints/foi-and-eir-complaints/>
- By Post – Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Kind regards

Marianne Newton | Trust Director of Operations  
Haberdashers' Academies Trust South  
Jerningham Road, New Cross, London SE14 5NY

T: 020 7652 9569 | [www.habstrustsouth.org.uk](http://www.habstrustsouth.org.uk)

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**Academies Trust**  
**South**

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**From:** Contact <[contact@habstrustsouth.org.uk](mailto:contact@habstrustsouth.org.uk)>

**Sent:** Monday, March 4, 2024 1:12 PM

**To:** Public Sector <[HRDataConsultLtd@hotmail.com](mailto:HRDataConsultLtd@hotmail.com)>; Contact <[contact@habstrustsouth.org.uk](mailto:contact@habstrustsouth.org.uk)>

**Subject:** RE: Freedom of Information Request

Dear Bruno

This is to confirm receipt of your email. It has been shared with the relevant teams centrally and we will begin working on a response to get back to you within 20 working days which is by 16<sup>th</sup> April (due to Easter).

Kind regards

Marianne Newton | Trust Director of Operations  
Haberdashers' Academies Trust South  
Jerningham Road, New Cross, London SE14 5NY

T: 020 7652 9569 | [www.habstrustsouth.org.uk](http://www.habstrustsouth.org.uk)

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**Academies Trust**  
**South**

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**From:** Public Sector <[HRDataConsultLtd@hotmail.com](mailto:HRDataConsultLtd@hotmail.com)>

**Sent:** Sunday, March 3, 2024 10:47 PM

**To:** Contact <[contact@habstrustsouth.org.uk](mailto:contact@habstrustsouth.org.uk)>

**Subject:** Freedom of Information Request

Hello Haberdashers' Academies Trust South,

We are writing to you under the Freedom of Information Act 2000 to request information. Please provide the following details:

1. What software do you use for your payroll, hr and finance solutions, how much annually do you spend on each, when does each contract expire?
2. Do you manage your payroll in-house or do you outsource it if so, who do you outsource it to?
3. How many people do you pay each month using your payroll solution?
4. How many pensioners do you pay using your payroll solution?
5. Do you use Microsoft power platform technologies such as Power Automate, Power Virtual Agents?
6. What is the employee count at the trust?
7. Do you collaborate with other organisations in the delivery of HR & Payroll shared services? If so which organisation?
8. Do you work with any industry experts such as ATOS, KPMG, EY, Accenture etc?
9. Who at the trust is the head of service for HR and Payroll software or services and what is their role?

If it is not possible to provide the information requested due to the information exceeding the cost of compliance limits identified in Section 12, please provide advice and assistance, under the Section 16 obligations of the Act, as to how we can refine our request.

If you can identify any ways that our request could be refined, we would be grateful for any further advice and assistance.

If you have any queries, please don't hesitate to contact us via email. Could you also please acknowledge receipt of our request?

Thank you for your time, we look forward to hearing from you.

Best wishes,

Bruno Santos

This email and any attachments to it may be confidential and are intended solely for the use of the individual to whom it is addressed. Haberdashers' Aske's Federation Trust, trading, and referenced as, Haberdashers' Academies Trust South, reserves the right to monitor, retain and read any incoming and outgoing emails for security reasons, and in order to monitor internal compliance with policies. Any views or opinions expressed are solely those of the author and do not necessarily represent those of Haberdashers' Academies Trust South. If you are not the intended recipient of this email, you must neither take any action based upon its contents, nor copy or show it to anyone. Please contact the sender if you believe you have received this email in error.

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