

24 June 2020

## FREEDOM OF INFORMATION (FOI) REQUEST

Thank you for your enquiry, received on 12 June 2020.

Specifically you requested:

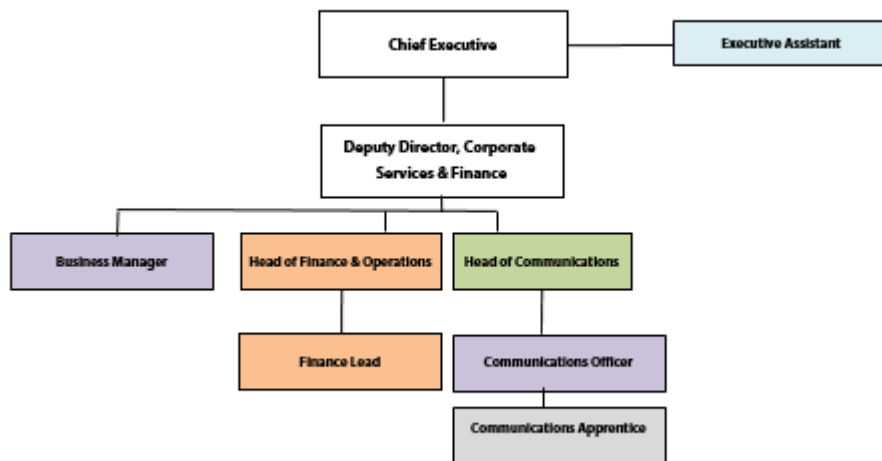
1. On the 1 March 2020, (a) the total number and (b) full-time-equivalent of Committee on Climate Change (CCC) staff (permanent/temporary employees), by grade in CCC HR
2. On the 1 March 2020, the total number of contingent labour (contractors) staff engaged by the CCC, by their equivalent grade designation, in CCC HR
3. A copy of the organogram for CCC HR on the 1 March 2020, or the latest one that was made, with a date
4. On 1 March 2020, the total number of CCC HR staff by office location

## Our response

1. The CCC has approximately 35 members of staff. Due to the size of our organisation we do not have a separate HR team. HR matters and issues are managed as part of three roles within the Corporate Services team. As at 1 March 2020 those roles were:
  - Deputy Director, Corporate Services & Finance (grade Deputy Director, permanent employee)
  - Head of Finance and Operations (grade 7, permanent employee)
  - Business Manager (grade HEO, permanent employee)

The proportion of time each of the above roles spends on HR varies according to need but, on average, HR matters are estimated to be comprise of approximately one third of each role listed above.

2. On 1 March 2020 there were no contingent labour (contractors) staff engaged in CCC HR.
3. An organogram for the complete Corporate Services team, including those roles with responsibility for HR matters, as at 1 March 2020 is shown on the following page.



4. As at 1 March 2020 all staff were based in the CCC office located in London.

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. If you are not content with the outcome of the review, you may apply directly to the Information Commissioner for a decision.

In keeping with our transparency policy, the information released to you will be published on [www.theccc.org.uk](http://www.theccc.org.uk). Please note that this publication will not include your personal data.

Kind regards,

Committee on Climate Change