

FOI Request 357

Thank you for your email received in the Scotland Office on 8 December 2011.

You asked for the following information under the Freedom of Information Act 2000:

- 1. The grade for each member of staff in the department broken down by team for 1 January 2011 and 1 December 2011 and their role*
- 2. The number of posts that have been changed due to restructuring, including the original grade and the new grade the team they work in and new duties*
- 3. The number of staff that have left the department in that period and their role*
- 4. The number of Agency staff and/or Fixed Term Contract staff that are currently in the department and at what grade, and the time they have been employed with the Department*
- 5. Details of additional costs / savings have been identified on staff costs following these changes*

The Scotland Office has completed its search for information.

Under section 21 of the Act, we are not required to provide information in response to a request if it is already reasonably accessible to you. The majority of the information you request is already accessible from the Scotland Office website and from the UK Government's Data.Gov website. I attach links to the information you request. This data is published every six months in June and November.

<http://www.scotlandoffice.gov.uk/scotlandoffice/14464.html>

<http://data.gov.uk/organogram/scotland-office>

Please note that the Scotland Office does not employ staff directly. All its staff are on a secondment or loan arrangement from other public bodies, mainly the Ministry of Justice and the Scottish Government.

The Office currently has one temporary member of staff, whilst a permanent replacement starts, and three staff on fixed term contracts, as short term vacancy/project cover. To provide more specific details of staff employment contracts would be in breach of the Data Protection Act 1998 since due to the small number of staff/pay bands involved, individual staff may be identifiable. The information is therefore exempt under the Freedom of Information Act 2000, s 40(2).

All posts are under regular review to ensure they are fit for purpose and are responsive to the requirements of the office.

In terms of staff leaving the Office please see the table below. Please note that information specific to the dates in your request, is not available.

The number of staff whose secondments came to an end between 6th May 2010 and 30 November 2011 are shown in the following table:

Grade	Number	Job Title	Salary range
Band E/F = Admin	2	<ul style="list-style-type: none"> ▪ Executive Support Administrator ▪ Corporate Services Administrator 	£15,792 - £22,250
Band D = EO	4	<ul style="list-style-type: none"> ▪ Diary Secretary (2) ▪ Executive Support Officer (2) 	£22,173 - £28,000
Band C = HEO	11	<ul style="list-style-type: none"> ▪ Policy Adviser (6) ▪ Parliamentary Clerk (2) ▪ Economic Adviser ▪ Private Secretary ▪ Corporate Services Adviser 	£25,165 - £36,061
Band B = SEO	2	<ul style="list-style-type: none"> ▪ Senior Policy Adviser ▪ Private Secretary 	£32,249 - £44,964
Band A = Grade 6/7	5	<ul style="list-style-type: none"> ▪ Senior Policy Manager (4) ▪ Senior Economic Manager 	£43,736 - £67,969
SCS	1	<ul style="list-style-type: none"> ▪ Deputy Director 	£58,200 - £117,800

Following the Spending Review settlement for the Scotland Office, detailed workforce plans and pay bill allocations, on which such estimates would be based, are being developed and finalised. We are, therefore, currently unable to provide estimates of savings for the period in question.

I hope you find this helpful.

If you are dissatisfied with the decision made in relation to your request you may ask for an internal review. A request for an internal review should be addressed to:


FOI Officer
1 Melville Crescent
EDINBURGH
EH3 7HW


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 contact details are:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
CHESHIRE
SK9 5AF

If you have any queries about this letter please contact me.

Yours sincerely


Scotland Office


1 Melville Crescent
Edinburgh
EH3 7HW