



# Scotland Office

An Oifis Albannach

Corporate Services  
1 Melville Crescent  
Edinburgh EH3 7HW

Email: [REDACTED]

Telephone: 0131-244 [REDACTED]

Website: [www.scotlandoffice.gov.uk](http://www.scotlandoffice.gov.uk)

Our ref: DB 482

29 November 2012.

Dear [REDACTED]

## FREEDOM OF INFORMATION REQUEST

Thank you for your email sent to the Scotland Office on 21 November 2012.

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

*Please could you provide the following information relating to promotions and redundancies across the whole of your department. For each question, please provide the information for (A) 1 September 2010 - 31 August 2011, and (B) 1 September 2011 - 31 August 2012.*

*1a) The total number of people who were promoted within the department during these time periods.*

*1b) Please provide a breakdown of the above figure showing the number of (a) women, (b) men, (c) people with disabilities, (e) a breakdown showing the ethnicity of people promoted.*

*1d) Please also provide a breakdown of the figures showing the age categories of the people promoted. Please use the following categories: (a) under 20, (b) 20-29, (c) 30-39, (d) 40-49, (e) 50-59, (f) 60 and over.*

*2a) The total number of redundancies (both voluntary and involuntary) in the department during these time periods.*

*2b) A breakdown of the above figure showing the number of redundancies which were (a) women, (b) men, (c) people with disabilities, (e) a breakdown showing ethnicity.*

2d) Please also provide a breakdown of the figures showing the age categories of these people. Like in question 1, please use the following categories: (a) under 20, (b) 20-29, (c) 30-39, (d) 40-49, (e) 50-59, (f) 60 and over.

3a) The total number of people who received any kind of financial bonus(es) during these time periods.

3b) A breakdown of the above figure showing the number of people who received bonuses who were (a) women, (b) men, (c) people with disabilities, (e) a breakdown showing ethnicity.

3d) If possible, please also provide a breakdown of the figures showing the age categories of these people. Like in question 1, please use the following categories: (a) under 20, (b) 20-29, (c) 30-39, (d) 40-49, (e) 50-59, (f) 60 and over.

I am writing to confirm that the Scotland Office has now completed its search for information.

The Scotland Office does not employ staff directly. All staff that join the Office do so on an assignment, secondment or loan agreement from other Government bodies but principally from the Scottish Government or the Ministry of Justice. Promotion and Redundancy issues are a matter for these parent bodies.

As regards financial bonuses, staff may be eligible for bonuses in recognition of above average performance which is assessed by line-management at the end of each performance year. Any bonuses awarded under this scheme are subject to the pay arrangements set by the respective parent bodies.

The Scotland Office is however able to directly authorise non-consolidated and non-pensionable bonus payments, in recognition of special effort, achievement and commitment by members of staff. These include small and instantaneous awards, eg vouchers.

In relation to your request, the cost and number of such payments for the nearest completed financial years are as follows: 2010-11, £3,670 (26) and 2011-12, £2265 (11). Unfortunately, a detailed breakdown of this information is not available.

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

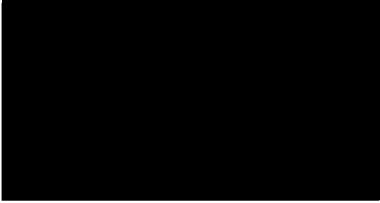
If you are not content with the outcome of the internal review you have the right to apply directly to the Information Commissioner for a decision. The contact details are:

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**