

REQUEST UNDER THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 (FOISA)

Thank you for your request dated 21 November 2019 under the Freedom of Information (Scotland) Act 2002 (FOISA).

Your request

You asked for:

- a) Please confirm whether you use recruitment agencies to support in the recruitment of temporary and permanent staff?
- b) If yes to the above question, please can you confirm the agency spend on recruitment for the last 12 months? Please could this be split out between temporary and permanent recruitment.
- c) Please can you confirm the title/model of any recruitment contracts you have in place? (e.g. PSL, MSP, RPO,).
- d) Please confirm if you use any frameworks for recruitment? (e.g. Crown Commercial Service)
- e) If any frameworks have been used, please provide details of any agreements/direct awards made in the past 12 months?
- f) If applicable, please confirm the end date of your current contract for temporary recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant temporary recruitment suppliers.
- g) If applicable, please confirm the end date of your current contract for permanent recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant permanent recruitment suppliers.
- h) Please confirm the categories of staff you recruit for? If possible please could you confirm the split of number of staff across each category?

Response to your request

1. I enclose a copy of some of the information you requested in the format you asked for.

- a) Disclosure Scotland does not use recruitment agencies to support in recruiting either temporary or permanent staff. All recruitment for permanent staff is carried out in-house and requirements for all external service provision is

tendered. Disclosure Scotland no longer recruits temporary staff. All contracts are now with the Supplier organisation for the provision of a service.

b) Not Applicable – please see response to question A.

c) There are no models that Disclosure Scotland uses. All services are tendered and contracts are awarded for the provision of the services tendered.

d) Disclosure Scotland does not use frameworks for the provision of recruitment. We do use a variety of frameworks for the provision of services. Contracts awarded are publically available on our contract register which is available here

https://www.publiccontractsscotland.gov.uk/Authority/Contracts/Contracts_List.aspx. Under section 25(1) of FOISA, we do not have to give you information which is already reasonably accessible to you. If, however, you do not have internet access to obtain this information from the website(s) listed, then please contact me again and I will send you a paper copy.

e) Details of all contracts awarded over the last 12 months are available publically on our contract register. The link is https://www.publiccontractsscotland.gov.uk/Authority/Contracts/Contracts_List.aspx. Under section 25(1) of FOISA, we do not have to give you information which is already reasonably accessible to you. If, however, you do not have internet access to obtain this information from the website(s) listed, then please contact me again and I will send you a paper copy.

f) Information on all contracts awarded are on our contract register as detailed in responses to questions e and f. This includes start and end dates and names of suppliers.

g) Disclosure Scotland does not use external suppliers to support permanent recruitment. This is done in-house.

h) While our aim is to provide information whenever possible, in this instance Disclosure Scotland does not have the information you have requested. Permanent recruitment is carried out through the core Scottish Government HR system and we do not have access to this type of information. External services are not categorised by staff category either and therefore we are unable to provide this. This is a formal notice under section 17(1) of FOISA that Disclosure Scotland does not have the information you have requested.

Your right to request a review

If you are unhappy with this response to your FOI request, you may ask us to carry out an internal review of the response, by writing to Lorna Gibbs, Chief Executive, 1 Pacific Quay, Glasgow, G51 1DZ or Lorna.Gibbs@gov.scot. Your review request should explain why you are dissatisfied with this response, and should be made within 40 working days from the date when you received this letter. We will complete the review and tell you the result, within 20 working days from the date when we receive your review request.

If you are not satisfied with the result of the review, you then have the right to appeal to the Scottish Information Commissioner. More detailed information on your appeal rights is available on the Commissioner's website at:
<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>.