

6 October 2021

John Gallacher

request-796509-25229ff1@whatdotheyknow.com

Dear John,

**Your Information Request
Freedom of Information (Scotland) Act 2002 (“FOISA”)**

I refer to the email of 1 October 2021 in which you requested:

- 1. Please provide the total number of current support staff by headcount as of today’s date, along with FTE numbers.*
- 2. Please split down into the number of support staff who are permanent, fixed-term, temporary or agency and please also separately advise on how many as at Sept 2021 are term-time.*

I have treated your request as a request for information under section 1 of FOISA. An application for information under section 1 of FOISA requires that a public authority releases all information held, subject to any applicable exemptions. Under FOISA, public authorities have twenty working days following the date of receipt of the request to respond to an applicant. The deadline for receipt of the response to your request is therefore 29 October 2021.

I can confirm that the information you requested is held by the College. After considering your request I have decided that no exemptions apply and I am disclosing in full the information requested. Please find enclosed copies of the information requested.

Right to request a review under FOISA

You have a right under FOISA to request a review of this decision. If you wish to exercise this right, you must write to us to request a review within forty working days of receipt of this decision. Your request for a review must be in writing and you must state your name and an address for correspondence. You must also specify your reasons for requesting a review. Should you wish to request a review, please address your request to Natalie

Smith, West College Scotland, Clydebank Campus, Queens Quay, Clydebank G81 1BF,
natalie.smith@wcs.ac.uk

Your review will be undertaken by staff not involved in the original decision-making process.

Right to apply to the Scottish Information Commissioner under FOISA

If you are dissatisfied with the outcome of a review, you have a right under section 47 of FOISA to apply to the Scottish Information Commissioner for a decision. If you wish to do so, you must apply to the Commissioner within six months following the date of receipt of the review notice. The Commissioner's contact details are:

The Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS
Email: enquiries@itspublicknowledge.info
Tel: 01334 464610

The Commissioner also has an online appeal portal which can be accessed at this link:
<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>

Complaints

Should you have any complaints about the College's procedure in respect of handling your request, please contact: Liz Connolly, Principal and Chief Executive, West College Scotland, Paisley Campus, Renfrew Road, Paisley, PA3 4DR.

Yours sincerely

Natalie Smith

Natalie Smith
Director Organisational Development and HR

West College Scotland Freedom of Information Response

1. Please provide the total number of current support staff by headcount as of today's date, along with FTE numbers.

	Permanent	Fixed Term	Temporary	Agency	Total
FTE	398.18	2.6	24.84	6.57	432.19
Headcount	474	3	98	7	582

(Includes SMT and Executive)

2. Please split down into the number of support staff who are permanent, fixed-term, temporary or agency and please also separately advise on how many as at Sept 2021 are term-time.

	Term Time
FTE	69.76
Headcount	103