

1 November 2016

Mrs K. Rogers

Request-363821-107a403c@whatdotheyknow.com

Dear Mrs Rogers,

Your Information Request
Freedom of Information (Scotland) Act 2002 ("FOISA")

I refer to the email of 9th October 2016 in which you requested various information in relation to the Window Cleaning Contract.

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 7 November 2016.

I can confirm that some of 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, which we hold. 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 specify your name and 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 myself, West College Scotland, Clydebank Campus, Queens' Quay, Clydebank, G81 1BF, david.gunn@wcs.ac.uk.

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

Clydebank Campus
College Square, Queens' Quay
Clydebank, G81 1BF

Greenock Campus
Finnart Street
Greenock, PA16 8HF

Paisley Campus
Renfrew Road
Paisley, PA3 4DR

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

Complaints

Should you have any complaints about the College's procedure in respect of handling your request, please contact Audrey Cumberford, Principal, West College Scotland, Paisley Campus, Renfrew Rd., Paisley, PA3 4DR. audrey.cumberford@wcs.ac.uk

Yours sincerely



 **David Gunn**
Director Organisational Development and HR

West College Scotland
Freedom of Information Response - Window Cleaning Request
November 2016

- 1) Total cost of the contract
 - £37,148
- 2) Contract period
 - 2 years with option to extend for a further 2 x 1 year periods
- 3) For the list of companies invited to tender
 - a) Number of SME's invited to tender
 - 6
 - b) Number of non-SME's invited to tender
 - 0
- 4) What was this split for companies who did tender
 - a) SME's/non-SME's who submitted a bid
 - 3
 - b) Status of successful contractor
 - SME
- 5) Were they sub-contracting any part and if so how much of the contract
 - No / not applicable
- 6) For the successful company and any sub-contractors, how many of the 3 councils were they licenced to carry out window cleaning in
 - The College does not hold this information.
- 7) How many employees and sub-contractors hold licences
 - The College does not hold this information.
- 8) How many direct and indirect employees have Disclosure Scotland
 - The College does not hold this information.
- 9) How many employees are paid the Living Wage
 - All employees receive the national Living Wage.
- 10) Will the college monitor this
 - The College requested confirmation at appointment but will not implement any sort of monitoring regime.

11) How many employees under 21 are used

- The College does not hold this information.

12) How many employees under 25 are used

- The College does not hold this information.