

From: Edinburgh College Freedom of Information

Sent: 20 October 2017 16:40

To: [REDACTED]

Subject: RE: Freedom of Information request - Internal/External Event Costs

Dear [REDACTED]

Our Ref: 061/16/17

As of 1 October 2012, Edinburgh's Telford College, Jewel & Esk College and Stevenson College merged to create a single college called Edinburgh College.

We refer to your request for information dated 23 September 2017. The College has considered your request as a request for information under section 1 of the Freedom of Information (Scotland) Act 2002 ("FOISA"):

Since merger, year on year, please provide breakdown of all costs associated with the following:

061/16/17 (1) Staff Conferences held (including hiring of transport, hiring of venue, food and drink)

The college has held nine staff development days since merger which were attended by approximately 1000/1200 staff (per development day). The associated costs are outlined in the table below:

Staff Development Day	Guest Speaker Cost	Catering Cost	Venue Hire	Workshop Cost	Equipment Hire Cost
October 2012	£1000*	£5 per head (departmental cross charge)	£0	£0	£0
March 2013	£0	£5 per head (departmental cross charge)	£0	£0	£0
June 2013	£900 *	£5 per head (departmental cross charge)	£0	£0	£0
August 2013	£0	£5 per head (departmental cross charge)	£0	£0	£0
October 2013	£0	£5 per head (departmental cross charge)	£0	£0	£0
June 2014	£600*	£9.20 per head (departmental cross charge)	£7050*	£650*	£5426.20*
October 2014	£0	£5 per head (departmental cross charge)	£0	£0	£0
19 June 2015	£0	£5900*	£0	£0	£0
17 August 2016	£0	£2130*	£0	£887.38*	£0

*Budget = organisation development

061/16/17 (2) Internal Staff Conferences held in-house (including hiring of transport, food and drink, overtime payments for staff)

Overtime payment for staff attending staff development days:

Academic Year	Cost
2012/13	£0
2013/14	£445.16
2014/15	£0
2015/16	£0
2016/17	£324.72

061/16/17 (3) Christmas events for Staff (including prizes, hiring of venue, food and drink)

An all staff Christmas party was held in December 2013. Total cost = £1,464.75
The party was paid from the organisation development budget.

061/16/17 (4) Cost of Christmas gifts (monetary value plus details of gifts and Christmas lunches) for all Board of Management members each year

The college has held three Christmas dinners for the Board since merger (9 December 2014; 8 December 2015; 13 December 2016) at the college's training restaurant, eh15. The dinners were run as part of the students' learning experience as they were involved in organising and running the dinners. The food for the dinners was purchased from the Catering Food Suppliers Budget which is the same for other similar student learning events.

061/16/17 (5) Cost of Consultancy fees to provide training to Manager

Year on year costs for external training providers fees (management training):

Academic Year	Cost (Organisation Development)
2013/14	£10,729.80
2014/15	£31,339.20
2015/16	£1,206.00

The training was paid from the organisation development budget.

Please also advise which budget centres these costs were attributed to.

Edinburgh College is subject to the provisions of the Freedom of Information (Scotland) Act (FOISA) 2002. If you are dissatisfied with this response, you may ask the college to review this decision. To do this, please contact the Head of Corporate Development at the postal address below or e-mail the Head of Corporate Development at governance@edinburghcollege.ac.uk describing your original request and explaining your grounds for dissatisfaction. (Please include in your review request, your name and home address for correspondence).

You have 40 working days from receipt of this letter to submit a review request to:

Head of Corporate Development
4th Floor
Edinburgh College (Milton Road Campus)
24 Milton Road East
Edinburgh
EH15 2PP

When the review process has been completed and if you are still dissatisfied, you may ask the Scottish Information Commissioner to intervene.

The Commissioner's online appeal service is available from their website:

www.itspublicknowledge.info/Appeal

The online appeal service is available 24/7 and offers you real time help and advice about your appeal.

You must appeal to the Commissioner within six months of receiving the review decision.

You also have the right to appeal to the Court of Session on a point of law following a decision of the Commissioner.

Regards
FOI Team

