

Freedom of Information

For noting

1. For information, the FOI log for this financial year is attached as Appendix A. Since the last meeting there has been two FOI requests, both of which were answered within 20 working days.
2. The Commission is asked to note the FOI requests for this financial year and the response time.

Secretariat
February 2025

Boundary Commission for Scotland's Freedom of Information Requests 2024/25

Date Received	Request	Date Responded	Response								
17/05/2024	I am looking to find out about your commission’s most recent boundary review. 1. The number of Members of Parliament who complained or offered comment about boundary review proposals between the initial proposals and revised proposals. 2. The number of Members of Parliament who had complaints about boundary review proposals between the initial proposals and revised proposals upheld or partially upheld.	21/05/2024	The Boundary Commission for Scotland’s most recent review was its 2023 Review of UK Parliament Constituency Boundaries in Scotland. The 2023 Review was submitted to Parliament in June 2023. During the 2023 Review the Commission consulted on its initial proposals from 14 October to 8 December 2021. The Commission then undertook a 6-week secondary consultation on its initial proposals from 10 February 2022. During the two stages of consultation on its initial proposals the Commission received a total of 1,290 responses. Of those 1,290 responses, 11 MPs responded. When analysing all of the consultation responses and developing its revised proposals for consultation, the Commission made changes to the boundaries of constituencies where 9 MPs had commented on them.								
06/06/2024	I have been trying to locate where you publish information on your entity's expenditure over £25,000, but I have been unsuccessful so far. Therefore, I would like to use the Freedom of Information Act to request all of your entity's expenditure over £25,000 for the following period, please: January 2016 to the most current file you have. Please could you include the following information in each file, and preferably in a machine readable format: the date of transaction, name of supplier and value.	10/06/2024	The Boundary Commission for Scotland has only had one transaction of £25,000 or more since January 2016. Please see Appendix A for the information. Boundary Commission for Scotland - Transactions Over £25,000: <table><thead><tr><th>Date</th><th>Amount</th><th>Supplier</th><th>Description</th></tr></thead><tbody><tr><td>Mar-17</td><td>£49,698</td><td>Cabinet Office</td><td>Reimbursement for online consultation portal development</td></tr></tbody></table>	Date	Amount	Supplier	Description	Mar-17	£49,698	Cabinet Office	Reimbursement for online consultation portal development
Date	Amount	Supplier	Description								
Mar-17	£49,698	Cabinet Office	Reimbursement for online consultation portal development								
11/06/2024	Please supply the following information for your Agency ONLY, (do not including any data on other agencies or public bodies that may report to you) for the period of 2023: 1. Year of Creation/Launch/Establishment? 2. Your Annual Budget? 3. Other Revenue received but not from government? 4. Fiscal Powers: Yes/No 5. Regulatory Powers: Yes/No 6. Do you sponsor other Public Bodies: Yes/No, if yes who? 7. Number of permanent staff? 8. Number of temporary staff (including part timers)? 9. Number of contractors employed?	12/06/2024	1. 1944 2. £408,000 for 2024/25 3. None 4. No 5. No 6. No 7. 3 – full time equivalent 8. 0.2 - full time equivalent 9. Zero								

13/06/2024	I would be most grateful if you would provide me, under the Freedom of Information Act, the following information regarding your facilities management approach: • How are facilities management services (hard FM, soft FM or TFM) handled across your estates? This refers to; - HARD FM - refers to physical structural maintenance services eg HVAC, plumbing, mechanical & electrical maintenance contracts - SOFT FM - people managed services eg security, cleaning, waste management contracts - TFM - all the above included as a total contract - Total facilities management - If any services are outsourced, which services and to which suppliers? - What are the start dates and durations of these contracts, including the end date, and which services are included in each? - What are the values of the contracts? - Is there an extension clause in the contract(s) and if so, what is the duration of the extension? - Has a decision been made yet on whether the contract(s) are being either extended or renewed?	17/06/2024	The Boundary Commission for Scotland is a small Non-Departmental Public Body that is supported by 3.2 full time equivalent civil servants. We hire a small area of the first floor of Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD from the Scottish Legal Aid Board. Our rental agreement includes provision for all facilities management relating to the building. We therefore do not have any contracts for facilities management. We do not own or rent any other buildings.
20/06/2024	Under the Freedom of Information Act, for the tax years 2014/15 to 2022/23 inclusive, please would you please fully disclose the following details, breaking the figures by year: 1. How much revenue has been received by your organisation for services rendered to film and television productions? This could include location rental, permits and all other services related to film productions using your personnel or resources. 2. Please outline the type of work or service rendered, in each case and disclose the revenue received for each type of service. 3. How much has your organisation spent on facilitating such arrangements between 2014/15 to 2022/23, inclusive, broken down by year?	24/06/2024	1. The Boundary Commission for Scotland has not received any revenue from services rendered to film and television productions for any of the years between 2014 and 2023. 2. Not applicable. 3. Zero.

26/06/2024	I am seeking the full and entirety of the organisation's contract register or database. The register should include the following columns/headings or something similar: • Contract Reference -Unique reference number associated with the contract. • Contract Title • Procurement Category – • Supplier Name • Spend (Total, Annual or contract value) • Contract Duration • Contract Extensions • Contract Start Date • Contract Expiry Date • Contract Description [Please provide me with as much detail as possible.] • Contact Owner (Person that manages the contract register) • Contact details of section 151 officer • CPV codes/Pro-Class • How many contracts are currently held on the contract register	08/07/2024	The BCS does not have a contracts register, but please find attached an Excel spreadsheet with a list of our current contracts. For clarity I should also point out that, as a Non-Departmental Public Body, we have access to contracts held by Scottish Government for the provision of services and goods such as travel management, and stationery purchasing. Although we are able to make purchases through these contracts we are the not the signatories and do not hold the information you are looking for. To get this information from Scottish Government please visit - https://www.gov.scot/about/contact-information/how-to-request-information/ We also have a Memorandum of Terms of Occupation with the Scottish Legal Aid Board for the provision of a small part of the ground floor of Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. This memorandum is renewed on a yearly basis and the costs for April 2023 to March 2024 were £50,759 (shared with Boundaries Scotland) Finally, the Secretariat receives a managed ICT service (known as SCOTS Connect) from the Scottish Government which provides a range of products and services including hardware, software, application infrastructure, administration, management support and maintenance of the network and devices and network security. The BCS's share of the spend for this service in 2023 – 2024 was £11,146 including VAT.
11/10/2024	The information that we require is as follows:- 1) Do you use a social media management platform? 2) If so, what tools do you use? 3) What is your annual spend on a Social media management tool? 4) What dates does your contract with your current supplier end (month & year) ? 5)Do you use a social listening / media monitoring platform? 6) If so, what tools do you use? 7) What is your annual spend on a social listening / media monitoring tool? 8) What dates does your contract with your current supplier end (month & year) 9) Who is the senior person responsible for managing these contracts?	14/10/2024	1. No 2. Not applicable 3. Not applicable 4. Not applicable 5. No 6. Not applicable 7. Not applicable 8. Not applicable 9. Not applicable
06/01/2025	What is the headcount (number) of staff employed in communications, marketing, press and public affairs in your organisation?	07/01/2025	Zero. The Boundary Commission for Scotland is an advisory Non-Departmental Public Body staffed by 3.19 full time equivalent staff. We do not have any staff allocated to 'communications, marketing, press and public affairs'.
07/01/2025	This is an information request relating to quango staff being given permission to work from outside the United Kingdom. By United Kingdom, I refer to Northern Ireland, England, Wales and Scotland, not including the crown dependencies. Please include the following information for the following financial years, 2021/22, 2022/23, 2023/24 : The number of employees currently with permission to work outside of the United Kingdom The number of employees who were given permission to work outside of the United Kingdom in the 2021/22, 2022/23, 2023/24 financial years If possible, for each employee given permission, please provide their pay band, and the country which they were provided permission to work from	28/01/2025	• One member of staff currently has permission to work outside the UK. Unfortunately, as they are the only person working abroad, releasing their pay band and country they are working from could potentially identify them. We are therefore withholding this information under Section 40 of the Freedom of Information Act 2000. • No staff were given permission to work outside the UK in the 2021/22, 2022/23 and 2023/24 financial years.

Contract Title	Contract Title	Procurement Category	Supplier Name	Spend 2023-24 (includes VAT unless otherwise stated)	Contract Duration	Contract Extensions	Contract Start Date	Expiry Date	Contract description	Contract Owner
n/a	Geographic Information Software	Administration	ESRI UK Ltd*	£10,722	1 year	None	Mar-24	Mar-25	Maintenance renewal for ARC GIS (Geographic Information Systems software)	Kirsty Mavor, Secretary, Boundary Commission for Scotland, Ground Floor, Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. bcs@scottishboundaries.gov.uk (01312242001)
n/a	Newspaper Lisencing	Administration	Newspaper Licencing Agency*	£940	1 year	None	Jan-24	Dec-24	Copyright licence to legally copy and distribute a set number of newspaper articles.	Kirsty Mavor, Secretary, Boundary Commission for Scotland, Ground Floor, Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. bcs@scottishboundaries.gov.uk (01312242001)
n/a	Photocopying	Administration	Ricoh*	£644	Ongoing	Ongoing	Aug-22	Ongoing	Provision of a full colour photocopier / scanner / printer and per copy costs	Kirsty Mavor, Secretary, Boundary Commission for Scotland, Ground Floor, Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. bcs@scottishboundaries.gov.uk (01312242001)
n/a	Postcode lookup tool	Administration	Society Works*	£240	Ongoing	Ongoing	Jul-19	Ongoing	Access to postcode lookup tool for website	Kirsty Mavor, Secretary, Boundary Commission for Scotland, Ground Floor, Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. bcs@scottishboundaries.gov.uk (01312242001)
n/a	Website backup service	Administration	Easyspace*	£582	Ongoing	Ongoing	Apr-24	Mar-25	Websites backup	Kirsty Mavor, Secretary, Boundary Commission for Scotland, Ground Floor, Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. bcs@scottishboundaries.gov.uk (01312242001)
n/a	Website hosting service	Administration	Easyspace*	£3,640	1 year	None	Apr-24	Mar-25	Website hosting	Kirsty Mavor, Secretary, Boundary Commission for Scotland, Ground Floor, Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. bcs@scottishboundaries.gov.uk (01312242001)
n/a	Video conferencing	Administration	Zoom*	£187	Ongoing	Ongoing	Jul-20	Ongoing	Video conferencing service to host meetings with those outside the SCOTS network.	Kirsty Mavor, Secretary, Boundary Commission for Scotland, Ground Floor, Thistle House, 91 Haymarket Terrace, Edinburgh, EH12 5HD. bcs@scottishboundaries.gov.uk (01312242001)

* Indicates contract is shared between BCS and Boundaries Scotland, which share a Secretariat. The cost shown is split between both Commissions and includes VAT unless otherwise indicated

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