

Unit 5, 14 South St Andrew Street, Edinburgh, EH2 2AZ

Telephone: 0844 5613805
Fax: 0844 5614276
Email - coqltr@copfs.gsi.gov.uk

<http://www.qltr.gov.uk>

Our ref: GE/5/13

Date: 26/07/2013

Dear

FOI REQUEST: STAFF EMPLOYED ON 'ZERO HOURS' CONTRACTS

Thank you for your email of 26 June 2013 under the Freedom of Information (Scotland) Act 2002 (FOISA) in which you seek the following information:

1. How many staff employed directly by Queen's and Lord Treasurer's Remembrancer were employed on a 'zero hours' contract in each of the past five years.
2. How many staff employed indirectly by Queen's and Lord Treasurer's Remembrancer were employed on a 'zero hours' contract in each of the past five years. This should include all contractors who were paid by Queen's and Lord Treasurer's Remembrancer.
3. A breakdown of job titles of all those staff employed either directly or indirectly by Queen's and Lord Treasurer's Remembrancer on a 'zero hours' contract in each of the past five years.
4. A copy of a template 'zero hours' contract used by Queen's and Lord Treasurer's Remembrancer.

I have set out my response to each of your requests below:

1. Queen's and Lord Treasurer's Remembrancer (QLTR) has not directly employed any staff on a 'zero hours' contract in the past five years.
2. QLTR has not indirectly employed any staff on a 'zero hours' contract in the past five years.
3. As QLTR has not directly or indirectly employed any staff on a 'zero hours' in the past five years the information you have requested is not held in terms of section 17 of FOISA.

4. QLTR does not have a 'zero hours' template contract therefore the information you have requested is not held in terms of section 17 of FOISA.

I apologise for the delay in responding. This delay was due to your enquiry being sent to COPFS's FOI Enquiries mailbox and only passed to QLTR today.

If you are dissatisfied with the way in which your request has been handled, you do have the right to ask us to review it. Your request should be made within 40 working days of receipt of this letter and we will reply within 20 working days of receipt. If you require a review of our decision to be carried out, please write to The QLTR, Unit 5, 14a South St Andrew Street, Edinburgh EH2 2AZ, or for requests sent by e-mail to coqltr@copfs.gsi.gov.uk.

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

If our decision is unchanged following a review and you remain dissatisfied with this, there is a right of appeal to the Scottish Information Commissioner under section 47(1) of FOISA.

Should you subsequently wish to appeal against the Commissioner's decision on such an appeal, there is a right of appeal to the Court of Session on a point of law only."