



The Scottish Parliament
Pàrlamaid na h-Alba

Information Management and Governance
Scottish Parliament
Edinburgh
EH99 1SP

foi.officer@parliament.scot

15 August 2023

Dear Requester,

REQUEST FOR INFORMATION: 2023-690358

We acknowledge your request for the following information:

Under the Freedom of Information Act, I would request you to respond to questions included in the attachment.

For any reason if you are unable to open the attachment do let me know. I can then send the questions within the email itself.

Please note: If you do not have records relating to the questions in the attachment, please pass on this request to your IT department to provide us with the required information.

Your request was received on 18 July 2023 and has been handled in accordance with the Freedom of Information (Scotland) Act 2002 (FOI(S)A).

Please find attached the completed spreadsheet with information about the number and type of devices used by the Scottish Parliamentary Corporate Body (SPCB). In the spreadsheet the figure we have provided of 140 Multi-Function Devices (MFDs) includes 42 devices at Holyrood and 98 within a local office setting.

In response to the specific parts of question 2 (a, c, d and e) and in relation to the procurement of services relating to Digital Transformation at question 4, we have no plans for investment in these areas and therefore no information is held. In response to question 3 parts c to f, our services for these areas are bundled and therefore we do not hold information which fits the questions asked. In line with the technical requirements under FOI(S)A we have

provided a notice advising that the information you have requested in these parts of the questionnaire is not held by the Scottish Parliament.

In response to question 2 b, the current SaaS plans include the replacement of Payroll, HR Management, Time Recording, Ticketing, Register of Lobbyists, IT Help Desk and Official Reporting Applications including Automated Speech Recognition. We have provided a link to the [Contract Register](#) which is publicly available on the Scottish Parliament website. This sets out the current contracts and includes information about when the contracts are due for renewal, providing indicative investment levels. Currently, there are two SaaS projects which are planned but have not yet started the procurement process. The total estimated cost for these two projects is included in the questionnaire as it is not available from the Contract Register.

As information relating to existing contracts planned for renewal is publicly available on the Scottish Parliament website, we have attached a section 25 notice in terms of the technical requirements under FOI(S)A.

In keeping with our FOI procedures, this information may also be posted on the Parliament's disclosure log (usually within 24 hours). For further details on the Parliament's Disclosure Log and the information released under FOI, visit: [FOI Request Disclosure Log | Scottish Parliament Website](#)

The supply of information under FOI does not constitute permission for its use in a way that would infringe copyright
<https://www.parliament.scot/about/copyright>

We would welcome feedback or comment on how we handled your request. Please feel free to contact the Head of Information Governance at foi.officer@parliament.scot

Please find below Annex A, which explains how we handle FOI requests and reviews.

We are currently working remotely and so would ask you to contact us by email at foi.officer@parliament.scot

Yours sincerely,

Robin Davidson
Head of Information Governance

REQUESTS MADE UNDER THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

How we handle FOI requests

Information on how we handle FOI requests is available on the Parliament's website at:

[Privacy notice: Information rights: Freedom of Information request handling | Scottish Parliament Website](#)

Alternatively, please contact the Public Information & Resources Team to request a copy.

<https://www.parliament.scot/contact-us>

Review

If you are dissatisfied with the way in which we have dealt with your request for information, you can ask us to review our decision and actions. You must do this in writing (or other permanent form) within 40 working days of the date of this letter, stating the reasons for your dissatisfaction, and we will respond within 20 working days of receipt. A request for a review should be made to the Head of Information Governance:

Post: Head of Information Governance
The Scottish Parliament
Edinburgh
EH99 1SP
Telephone: 0131 348 5281

We welcome calls using the Text Relay service or in British Sign Language through [contactSCOTLAND-BSL](#).

E-mail: foi.officer@parliament.scot

Application to the Scottish Information Commissioner

If, on the outcome of any review, you are still dissatisfied, or if we are unable to resolve any other complaint, then you can contact the Scottish Information Commissioner:

Post: The Office of the Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS

Email: enquiries@itspublicknowledge.info

Telephone: 01334 464610

Website: www.itspublicknowledge.info

A decision by the Scottish Information Commissioner may be appealed on a point of law to the Court of Session.

Copyright in relation to information provided

The supply of information under FOI does not constitute permission for its use in a way that would infringe copyright. Where relevant you should obtain permission from the copyright holder before any such use.

Feedback or comment

We would welcome feedback or comment on how we handled your request. Please contact the Head of Information Governance.

Data Protection

If you wish to find out more about how we use your personal data then you can access our Privacy Notice at the following link:

[Privacy notice: Information rights: Freedom of Information request handling | Scottish Parliament Website](#)

Complaints

If you are dissatisfied with the way in which we dealt with your enquiry, then you may wish to raise the matter with Public Information and Resources.

How to contact us

Post: The Scottish Parliament
Edinburgh
EH99 1SP

Telephone: 0131 348 5000
0800 092 7500 (Public Enquiries)
0131 348 5395 (Gàidhlig)

We also welcome calls using the Text Relay service or in British Sign Language through [contactSCOTLAND-BSL](#).

E-mail: info@parliament.scot