

From: [Foi Enquiries](#)
To: [REDACTED]
Subject: FOI-17-1750 - Subscriptions
Date: 19 December 2017 11:32:01
Attachments: [Further Information - Right to Review & Appeal.pdf](#)

Dear [REDACTED]

Thank you for your information request of 17 December 2017. Aberdeen City Council (ACC) has completed the necessary search for the information requested.

Which newspapers, magazines, journals & online subscriptions did the organisation procure or receive free during the year 16/17?

Please refer to the response below which has been provided per Directorate/Service area of ACC:

Corporate Governance and Communities, Housing and Infrastructure Directorates

ACC is unable to provide you with information on held **within the Finance ledger** as the cost of providing it has been calculated as being in excess of the statutory maximum (£600).

To explain this, there are over 1,900 transactions listed within the ledger under the account codes 'Newspaper & Magazines', 'Books', 'Publication' and 'Subscriptions General'. These transactions may include payment of annual membership fees to an organisation as well as subscriptions for newspapers, journals or electronic information services. Given the relative low value of newspapers, there may be expenditure through generic codes such as 'Other Admin Costs' or 'Other Supplies'.

In order to provide the requested information, it would involve an ACC Officer examining each transaction to identify the name of the newspaper, journal and online subscription, as the transaction description rarely gives the level of information requested in this request. This has been calculated at 5 minutes per file, which equates to 158 hours, at the cost of £2,370 in total.

In order to comply with its obligations under the terms of Section 16 of the FOISA, ACC hereby give notice that we are refusing your request under the terms of Section 12 - Excessive Cost of Compliance - of the FOISA.

ACC would be happy to discuss ways in which you may refine your request, so we can provide some information of interest to you within the maximum cost limits. Please do contact the Information Compliance team, who will be happy to advise you, if this is something you would like to pursue.

Education and Children's Services

- Aberdeen Art Gallery & Museums e-newsletter
- Aberdeen City Alcohol & Drug Partnership e-bulletin.
- Aberdeen Guarantees e-newsletter
- ACVO E-Bulletin
- Arts and Business
- Association for Public Service Excellence
- Best Evidence in Education

- Chamber of Commerce E Bulletin
- Charity Finance
- Children and Young People’s Commissioner Scotland
- CIPFA Stats
- Community Learning and Development Standards Council E Bulletin
- Communities Bulletin (Communities, Housing and Infrastructure)
- Crafts magazine
- Disabled Living e-newsletter
- Donau – Rundschreiben
- Early Education magazine as part of a team membership used for training purposes
- EC State Aid Newsletter
- Education and Children’s Services Continuous Professional Development e-bulletin
- Education and Children’s Services Creative Learning e-bulletin
- Education and Children’s Services School Circulars
- Education Scotland
- E learning
- Evening Express - We bulk order 2500 copies of the Evening Express supplement ‘Chalk Talk’ featuring articles submitted by our schools. This is ordered twice annually.
- Grampian Regional Equality Council
- Improvement Service
- Inchgarth Community Centre e-newsletter
- Information for All Equalities News Collective
- Institute of Hospitality membership
- Knowledge Hub
- LGA Newsletter
- Collection of Newspapers for Maritime Museum Café (for public use)
- National Centre for Research Methods Bulletin
- Prestige Magazine
- Press and Journal - Monday to Friday
- RespectMe
- Royal Environmental Health Institute of Scotland membership
- ScotGov Daily Digest
- Scotpho
- Scotstat
- Scottish Government Weekly Roundup
- Scottish Society for Art History Journal - £40.00 annually
- Stonewall Scotland
- TES Scotland magazine
- Together Scottish Alliance for Children’s Rights
- Youth Link Scotland E Bulletin

Please note that this list may not capture all subscriptions, as there is no central record held. To create this list, we asked all Service Managers in Education to advise us of the subscriptions they are aware of. This information was then collated into the list above.

Human Resources and Customer Services

Payroll World & XPert HR – HR Service

APSE Direct magazine – Accord Card Team

Aberdeen City Health and Social Care Partnership

There is no specific cost code for such items and any such subscriptions which have been paid for will be met by the individual teams and will not be coded in such a way that they are identifiable. In regard to any free subscriptions, there is unlikely to be any specific record of these, given that there is no attributable cost and therefore no requirement for a record to be kept. As such, the information requested is not held and cannot be provided.

ACC is unable to provide you with information on **all newspapers, magazines, journals and online subscriptions Social Care procure or receive free during the year 16/17** as it is not held by ACC. In order to comply with its obligations under the terms of Section 17 of the FOISA, ACC hereby gives notice that this information is not held by it.

Commercial and Procurement Services (C&PS)

Procured by the Head of Service (C&PS):

- The Municipal Journal (MJ) – Subscription
- The Public Sector Executive (PSE) – Free
- Local Authority Building & Maintenance – Free
- Apse Direct - Free

Procured by Legal, (C&PS):

- The Journal of the Law Society of Scotland – the cost of which is included in the Legal Team's annual practising certificate
- Practical Law online subscription – PLC – Tomson Reuters

Legal Service

Hardcopy:

The Journal of the Law Society of Scotland (received by individual solicitors as members of the Law Society of Scotland)

Online Subscriptions:

Ancestry Information Operations

SOLAR Knowledge Hub

Legal Information Network for Scotland, giving access to resources such as Westlaw UK and LexisNexis

Practical Law Company, from Thomson Reuters

Aberdeen City and Aberdeenshire Archives

Magazines/newsletters: (1) Leopard Magazine (2) Auld Toon News (newsletter of Old Aberdeen Community Council) (3) Genealogists' Magazine

Organisational Memberships (some of which have magazines/journals): (1) Aberdeen and N.E. Scotland Ancestral Tourism Partnership (2) Aberdeen and N.E. Scotland Family History Society (includes journal) (3) British Records Association (4) British Archives Council of Scotland (5) Scottish Local History Forum (includes magazine) (6) Scottish Records Association (includes

academic journal and newsletter)

Democratic Services

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APSE Direct (bimonthly, free)

For part of last year: Municipal Journal (free)

We hope this helps with your request.

External and Internal Communications Team

The External and Internal communications team receives the following newspapers (paid for) each weekday:

Press and Journal

Evening Express

Herald

Scotsman

Daily Record

We also receive free copies of Holyrood magazine. There are no online subscriptions for specific publications, but we do have a media monitoring service (provided by Kantar) which provides online access to all newspaper and magazine coverage relating to Aberdeen City Council.

Yours sincerely,

Grant Webster

Information Compliance Officer

INFORMATION ABOUT THE HANDLING OF YOUR REQUEST

ACC handled your request for information in accordance with the provisions of the Freedom of Information (Scotland) Act 2002. Please refer to the attached PDF for more information about your rights under FOISA.

Information Compliance Team

Customer Service

Corporate Governance

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Broad Street

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Tel 03000 200 292

*03000 numbers are free to call if you have 'free minutes' included in your mobile call plan.
Calls from BT landlines will be charged at the local call rate of 10.24p per minute (the same as 01224s).

www.aberdeencity.gov.uk