

From: [Foi Enquiries](#)
To: [REDACTED]
Subject: FOI-17-0097 - Comms Team
Date: 13 February 2017 14:25:02
Attachments: [Further Information - Right to Review & Appeal.pdf](#)
[FOI-17-0097 - CP Structure Chart Redacted.pdf](#)
[C&P Job Profiles.zip](#)

Dear [REDACTED],

Thank you for your information request of 16 January 2017. Aberdeen City Council (ACC) has completed the necessary search for the information requested.

1. The number of staff, fTE, currently employed within the communications team at your Council.

Please see attached a Structure chart for the Communications & Promotions Team.

2. The job titles and remit of these staff

Please see attached a Structure chart for the Communications & Promotions Team. Please also see attached a copy of each job profile.

Please note that third party names and personal details of ACC Officers who are below Head of Service level have been redacted (blacked out) from the attached report. This is because ACC considers that this information is exempt from disclosure. In order to comply with its obligations under the terms of Section 16 of the FOISA, ACC hereby gives notice that we are refusing our request under the terms of Section 38(1)(b) in conjunction with 38(2)(a)(i) – Personal Information – of the FOISA.

In making this decision ACC considered the following points:

ACC is of the opinion that Section 38(1)(b) applies to the information specified above as the information in question is personal information relating to living individuals, and the applicant is not the data subject.

ACC is of the opinion that Section 38(2)(a)(i) applies, as ACC considers that disclosure of this information would be a breach of the first Data Protection Principle (that personal information must be processed fairly and lawfully). ACC Officers below Head of Service level would not expect ACC to release this information about them into the public domain under the FOISA.

3. Whether the team has responsibility for social media, staff survey, employee recognition

The Communications & Promotions Team has responsibility for central ACC social media accounts and for social media strategy, but various services maintain individual social media accounts relevant to their specific areas of work (for example Aberdeen Art Gallery). The Communications & Promotions team has responsibility for promoting the staff survey and employee recognition, but not for the organisation and execution of these activities.

The staff survey is a joint responsibility between the Communications and Promotions team and the Organisational Development team. Employee recognition has a number of different strands which sit within services and also with a cross-service group, for example, STAR Awards and Staff Thank You team.

4. The current total annual budget for your communications team, including all staffing costs, marketing and publicity spend, and any costs related to consultants or freelancers.

The total annual budget for Communications, including the City Promotions Team and the Media Team, is £1.285 million.

We hope this helps with your request.

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.

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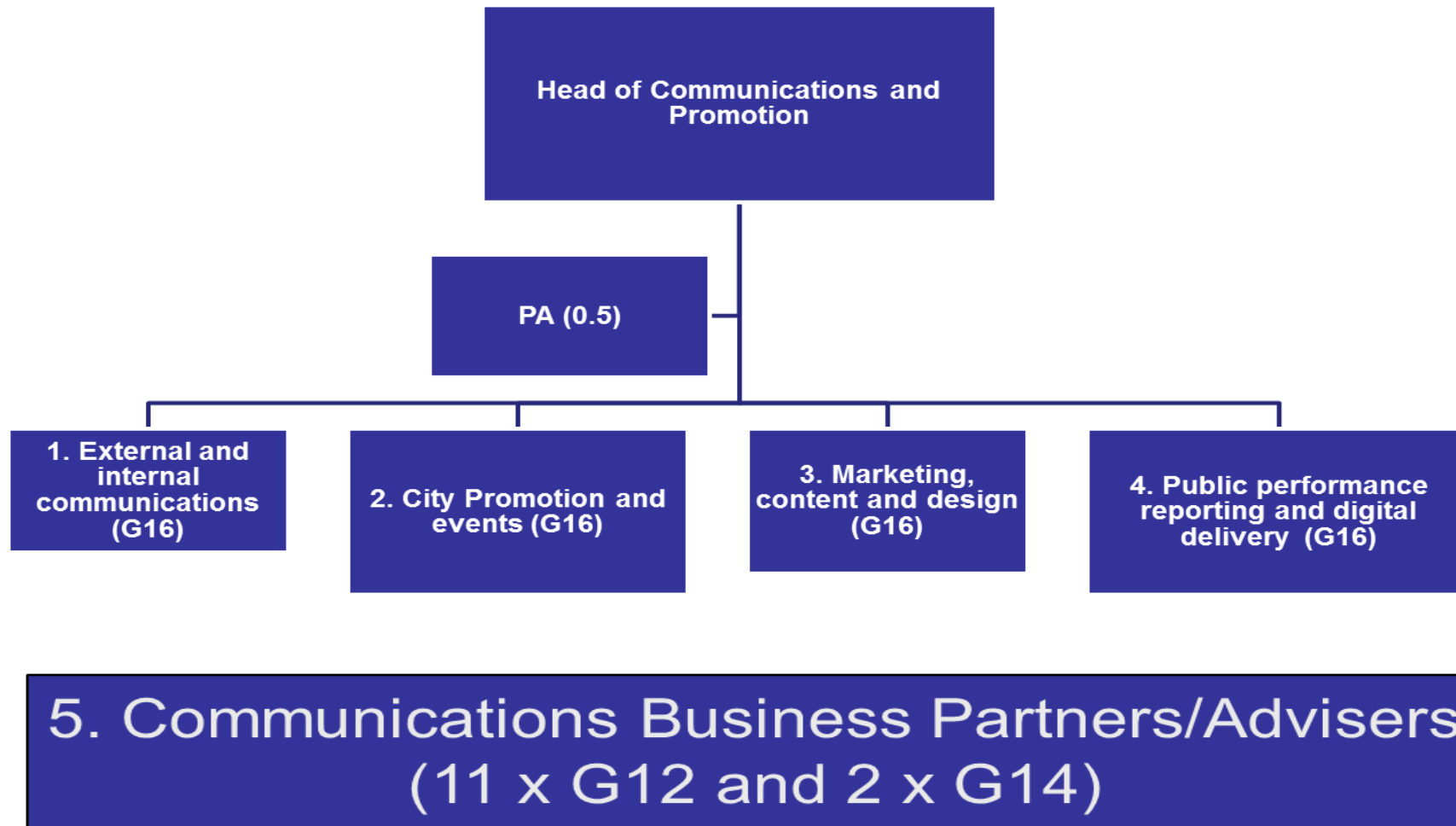
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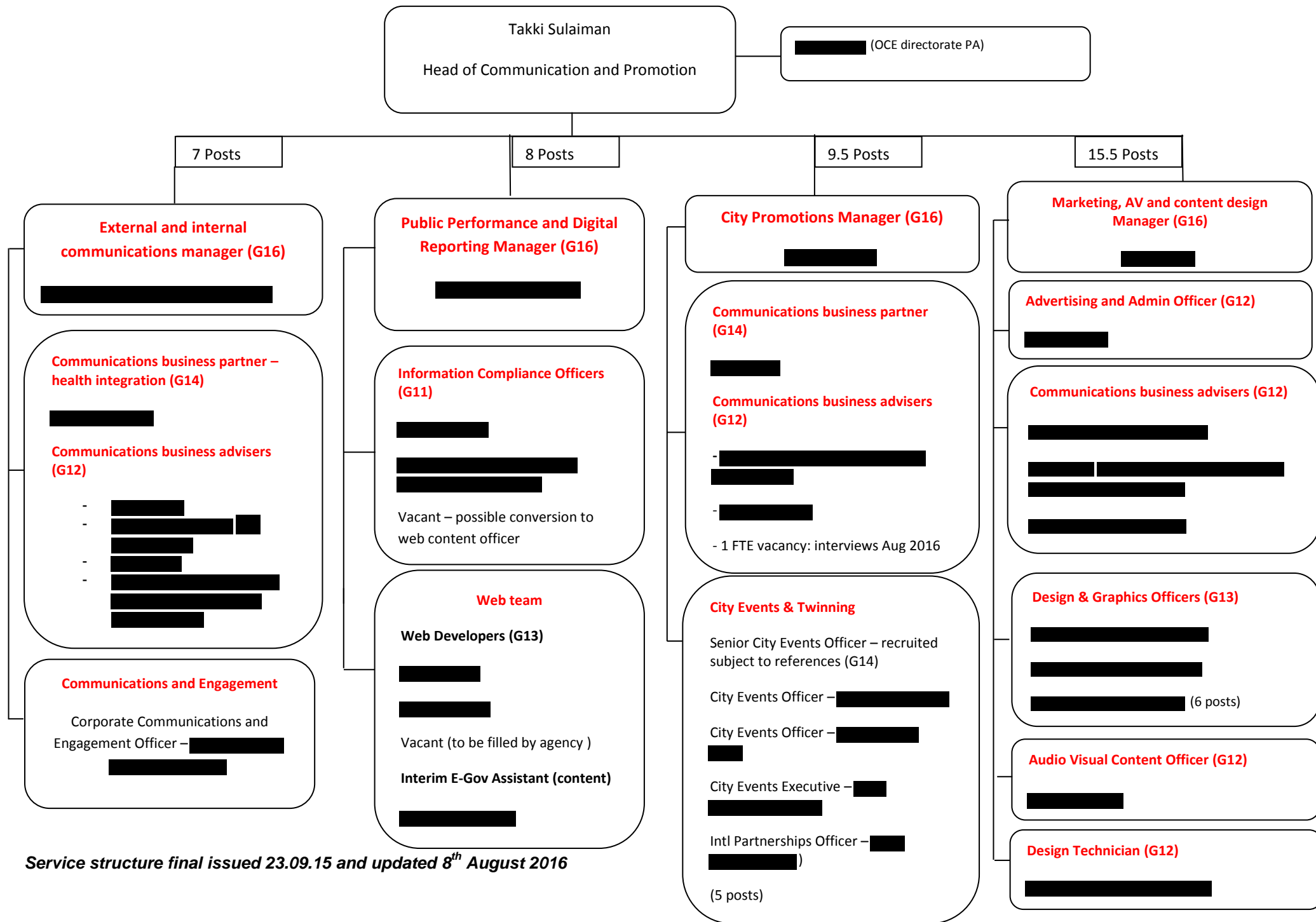
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¹ Communications and Promotion service OCE





Service structure final issued 23.09.15 and updated 8th August 2016

We wish to advise you that the information which was released with this response is too large to be uploaded to our disclosure log. If you are interested in viewing the attachment, please contact us at foienquiries@aberdeencity.gov.uk, quoting the appropriate reference number, and we will provide you with a copy.