

## **Our Ref: 001/22**

As of 1 October 2012, Edinburgh's Telford College, Jewel & Esk College and Stevenson College merged to create a single college called Edinburgh College.

We refer to your request for information dated 29 January 2022. The College has considered your request as a request for information under section 1 of the Freedom of Information (Scotland) Act 2002 ("FOISA").

Your original request asked for: "The information being sought is **anonymised** data you hold on job evaluations undertaken for the following grades of staff:

- 001 Instructor - Built Environment
- 002 Instructor – Food and Hospitality
- 003 Instructor – Engineering
- 004 Learning Development Tutor
- 005 Work Placement Support Coordinator
- 006 Work Placement Coordinator
- 007 Learning Assistant - Digital Design, Textiles and Fine Art
- 008 Learning Assistant - Institute of Construction and Building Crafts
- 009 Learning Assistant - Music and Sound Production
- 010 Learning Assistant – Performing Arts
- 011 Learning Assistant – Computing
- 012 Learning Assistant – Outreach
- 013 Learning Assistant - Professional Cookery and Hospitality
- 014 Learning Assistant - Broadcast Media & Photography
- 015 Learning Assistant – Pharmacy
- 016 Educational Support Worker
- 017 Learning Engagement Officer
- 018 Employability Trainer
- 019 Workplace Assessor
- 020 Learning Development Tutor Team Leader
- 021 Prince's Trust Team Leader
- 022 Transition Support Team Leader
- 023 Team Leader - Student Experience - Schools College Partnerships"

You subsequently clarified the scope of the information sought on 03 February 2022: "As part of the job evaluation scheme at Edinburgh College questionnaires were filled in in response to a number of questions. I am not looking for any personal information so the request is for answers given to the staff evaluation questionnaire by those in the job categories below with names/personal information redacted."

Please find response detailed below:

**001/22 (1):** The request is for answers given to the staff evaluation questionnaire by those in the job categories below with names/personal information redacted.

[The Job Evaluation Scheme is a national agreement between the Employer's Association and national trade union representatives recognised for support staff in colleges. The College has submitted questionnaires for all support roles for analysis by the Job Evaluation Working Group as part of the Job Evaluation process which is ongoing.](#)

As explained on the NJNC website's video introducing Job Evaluation: "The completed questionnaires are submitted for Job Evaluation by a joint management and trade union panel of trained evaluators. Roles are evaluated, scored and verified, based on the questionnaire content." <https://njncscotlandscolleges.ac.uk/job-evaluation/introjobeval.html>

This request for information is exempt under Section 30 (c) of the FOI(S) Act 2002 as the release of this information would substantially prejudice the effective conduct of public affairs.

It is not in the public interest to release the information requested as this would substantially prejudice the national Job Evaluation process.

Under our duty to advise and assist, please refer to the NJNC website for further details on the ongoing national Job Evaluation Scheme: <https://njncscotlandscolleges.ac.uk/job-evaluation/jobevaluation.html>

Edinburgh College is subject to the provisions of the Freedom of Information (Scotland) Act (FOISA) 2002. If you are dissatisfied with this response, you may ask the college to review this decision. To do this, please contact the Head of Communications, Policy and Research at the postal address below or e-mail the Head of Communications, Policy and Research at [governance@edinburghcollege.ac.uk](mailto:governance@edinburghcollege.ac.uk) describing your original request and explaining your grounds for dissatisfaction. (Please include in your review request, your name and home address for correspondence).

You have 40 working days from receipt of this letter to submit a review request to:

Head of Communications, Policy and Research  
4th Floor  
Edinburgh College (Milton Road Campus)  
[24 Milton Road East](#)  
[Edinburgh](#)  
[EH15 2PP](#)

When the review process has been completed and if you are still dissatisfied, you may ask the Scottish Information Commissioner to intervene.

You can make an appeal to the Commissioner by email or post.

To appeal by email, send your application form or email to [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

To appeal by post, send your application form or letter to:

Office of the Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St Andrews  
KY16 9DS

Full details on how to make an appeal to the Commissioner are available from their website:  
[www.itspublicknowledge.info/Appeal](http://www.itspublicknowledge.info/Appeal)

You must appeal to the Commissioner within six months of receiving the review decision.

You also have the right to appeal to the Court of Session on a point of law following a decision of the Commissioner.

Regards  
FOI Team