

DHD: 1040324

26 March 2024

Dear

Thank you for your request for information under the Freedom of Information (Scotland) Act (2002).

I now respond to your request as follows:

- 1. What software do you use for your payroll, hr and finance solutions, how much annually do you spend on each, when does each contract expire?*

The College is required to tender for services through the Advanced Procurement for Universities and Colleges (APUC) Framework.

We are unable to provide the contract spend information as some information is exempt from FOISA under the exemption in Section 33 – Commercial Interest and the Economy.

Section 33 – Commercial Interest and the Economy

- information may be withheld if disclosure would (or would likely) to prejudice substantially the commercial interests of any person or organisation (section 33(1)(b));

<b>Software</b>	<b>Function</b>	<b>Contract Expiry</b>
Cintra	HR and Payroll	01 September 2026
Sun Financials (Kick)	Finance	30 June 2024
TeQuios	Student Support Funds	31 March 2024 (annual license renewal)

- 2. Do you manage your payroll in-house or do you outsource it if so, who do you outsource it to?*

In-house.

- 3. How many people do you pay each month using your payroll solution?*

445.

- 4. How many pensioners do you pay using your payroll solution?*

No pensioner payroll.

5. *Do you use Microsoft power platform technologies such as Power Automate, Power Virtual Agents?*

Power Automate.

6. *What is the employee count at the college?*

445

7. *Do you collaborate with other organisations in the delivery of HR & Payroll shared services? If so which organisation?*

No.

8. *Do you work with any industry experts such as ATOS, KPMG, EY, Accenture etc?*

No.

9. *Who at the college is the head of service for HR and Payroll software or services and what is their role?*

Doreen Shiels, Director of People and Culture.

I trust the above response meets your request for information.

Should you be unhappy with the College's response you may seek a review by writing to Derek Smeall, Principal. Your grounds for seeking a review should be included in your request.

I also wish to advise you that the Scottish Information Commissioner has launched an online appeals service via their website – the link is as follows:

[www.itspublicknowledge.info/appeal](http://www.itspublicknowledge.info/appeal).

Other contact information for the Scottish Information Commissioner is listed below:

Tel: 01334 464610

Email: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

Thank you for your interest in the College.

Yours sincerely

Donald Higgins – Durnan  
**Corporate Support and Administration Manager**

