

EBF/EO

15 December 2016

Mr Aaron Watters

Response by email to:

Aaron Watters request-370237-f863ddad@whatdotheyknow.com

Dear Mr Watters

With reference to your email of 10 November 2016 and request for information under the Freedom of Information (Scotland) Act 2002, please find detailed below the information requested.

Your question related to the publishing of the most up to date minutes of the Ayrshire College Board of Management. The published minutes can be found on our Ayrshire College website and I have added a link below to assist you:

<http://www1.ayrshire.ac.uk/about-us/board-of-management-documents/2015-16/board-meetings/>

If you are unhappy with our response to your FOI request, the FOI Act gives you the right to complain. If you wish to complain, the issues you raise will initially be considered by staff not involved in the handling of your original request through an internal review. You will receive a substantive response as soon as possible. We aim to complete internal reviews within 20 working days of receipt. In exceptional circumstances it may take longer than 20 working days to complete an internal review; in such cases, we will notify you in writing. Complaints or requests for internal review should be submitted no more than two months after we sent a substantive reply to your original request.

Requests for internal reviews should be addressed to:

Eleanor O'nions
Executive Assistant and Office Manager
Ayrshire College
Kilmarnock Campus
Holehouse Road
Kilmarnock
KA3 7AT

Email: eleanor.onions@ayrshire.ac.uk

/If

Ayr Campus
Dam Park
Ayr, KA8 0EU
T 01292 265184
E enquiries@ayrshire.ac.uk

Kilmarnock Campus
Hill Street
Kilmarnock, KA1 3HY
T 01563 523501
E enquiries@ayrshire.ac.uk

Kilwinning Campus
Lauchlan Way
Kilwinning, KA13 6DE
T 01294 559000
E enquiries@ayrshire.ac.uk



15 December 2016

Mr Aaron Watters

If you are dissatisfied with the College's response to your internal review, you will have a further right of appeal to the Scottish Information Commissioner. You can contact the Information Commissioner by writing to:

Office of the Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
KY16 9DS
01334 464613
01334 464611

Email: enquiries@itspublicknowledge.info

You can now make Freedom of Information (FOI) appeals online, using the new online appeal service – please click on the link below:

www.itspublicknowledge.info/Appeal

Yours sincerely



Brendan Ferguson
Secretary to the Board of Management
Ayrshire College