

MB/EM

29 April 2016

Chloe

By email to:

request-324757-453d1be9@whatdotheyknow.com

Dear Chloe

Thank you for your Freedom of Information request received by email on 26 March 2016 under the Freedom of Information (Scotland) Act 2002. Please accept our apologies for the delay in responding to you.

We attach a list of spend per our Finance system - which also shows the VAT inclusive amounts invoiced in the three years starting from August 2013, with the final year being the part year up to March 2016.

You have made a number of detailed requests and we estimate that the photocopying charges etc. would come to approximately £20. Before raising a fees notice for this amount I would appreciate it if you would confirm if you wish us to supply the detail requested on the suppliers in the attached schedule.

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

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

Kilmarnock Campus
Holehouse Rd
Kilmarnock, KA3 7AT
T 01563 523501
E enquiries@ayrshire.ac.uk

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

2

29 April 2016

Chloe (by email)

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

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michael Breen', with a long horizontal stroke extending to the right.

Michael Breen
Vice Principal Finance and College Systems

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