

10 December 2014

Paul Evans

Request-239116-9f469a92@whatdotheyknow.com

Dear Paul,

Your Information Request
Freedom of Information (Scotland) Act 2002 ("FOISA")

I refer to the email of 13 November in which you requested information in relation to TM44 Air Conditioning Assessments certification.

I have treated your request as a request for information under section 1 of FOISA. An application for information under section 1 of FOISA requires that a public authority releases all information held, subject to any applicable exemptions. Under FOISA, public authorities have twenty working days following the date of receipt of the request to respond to an applicant. The deadline for receipt of the response to your request is therefore 12 December 2014.

I can confirm that some of the information you requested is held by the College. After considering your request I have decided that no exemptions apply and I am disclosing in full the information requested. Please find enclosed copies of the information requested.

Right to request a review under FOISA

You have a right under FOISA to request a review of this decision. If you wish to exercise this right, you must write to us to request a review within forty working days of receipt of this decision. Your request for a review must be in writing and you must specify your name and address for correspondence. You must also specify your reasons for requesting a review. Should you wish to request a review, please address your request to myself, West College Scotland, Clydebank Campus, Queens' Quay, Clydebank, G81 1BF, david.gunn@wcs.ac.uk.

Your review will be undertaken by staff not involved in the original decision making process.

Right to apply to the Scottish Information Commissioner under FOISA

If you are dissatisfied with the outcome of a review, you have a right under section 47 of FOISA to apply to the Scottish Information Commissioner for a decision. If you wish to do

Clydebank Campus
College Square, Queens' Quay
Clydebank, G81 1BF

Greenock Campus
Finnart Street
Greenock, PA16 8HF

Paisley Campus
Renfrew Road
Paisley, PA3 4DR

so, you must apply to the Commissioner within six months following the date of receipt of the review notice. The Commissioner's contact details are:

The Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS
Email: enquiries@itspublicknowledge.info
Tel: 01334 464610

Complaints

Should you have any complaints about the College's procedure in respect of handling your request, please contact Audrey Cumberford, Principal, West College Scotland, Paisley Campus, Renfrew Rd., Paisley, PA3 4DR. audrey.cumberford@wcs.ac.uk

Yours sincerely



 **David Gunn**
Director Organisational Development and HR

West College Scotland

Freedom of Information Appendix 10 December 2014

This request follows legal and mandatory legislation under the European Performance of Buildings Directive and specifically TM44 Air Conditioning Assessments certification. Your Air Conditioning Assessments Certificates should be readily available at all times and be logged on the government Landmark database. Failure to have appropriate Certificates will be subject to fines of £300 per building, each week.

Q. It is a legal requirement that you hold valid TM44 Air Conditioning Assessments if any building has a total of more than 12kw of air conditioning present. Certificates are valid for 5 years of the issue date. Have you undertaken a TM44 Air conditioning Assessments?

The College have or are in the process of undertaking TM44 Assessments where required by the relevant legislation.

Q. Who is the responsible person for ensuring that your buildings are surveyed and assessed, please provide the name, address, e-mail address and telephone number of the responsible person.

The responsibility for ensuring compliance with this legislation rests with the Head of Estates, Mr Peter Thorne, West College Scotland, Paisley Campus, Paisley, PA3 4DR. T:+44(0)300 600 6060

Q. If your TM44 Air Conditioning Assessments Certificates are in place, what is their expiry date?

We are currently in the process of updating certificates and following this process expiry dates will be confirmed.

Q. What was the order value of the works placed with the Company which undertook the work?

The work is undertaken as a part of a package of services associated with our mechanical installation. The cost is not separately identified.

Q. Provide a breakdown of the price per building if available.

This is not available

Q. How many Certificates were produced?

Not known

Q. Was the Assessor independent as required under the Regulations?

Not Known

Q. Name the Assessor organisation.

ECG

Q. Do you have ISO 14001 Accreditation.

Not known