

8 September 2021

Jamie Mann

[request-784816-8bf6b740@whatdotheyknow.com](mailto:request-784816-8bf6b740@whatdotheyknow.com)

Dear Jamie,

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

I refer to the email of 23 August 2021 in which you requested:

*"In excel spreadsheet form, please list any public relations, communications, media consultancy or lobbying firms hired by your organisation in the last five years."*

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 20 September 2021.

I can confirm that 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:

*West College Scotland has not hired any public relations, communications, media consultancy or lobbying firms in the last five years.*

**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 state your name and an 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 Natalie

Smith, West College Scotland, Clydebank Campus, Queens Quay, Clydebank G81 1BF,  
natalie.smith@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 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](mailto:enquiries@itspublicknowledge.info)  
Tel: 01334 464610

The Commissioner also has an online appeal portal which can be accessed at this link:  
<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>

### **Complaints**

Should you have any complaints about the College's procedure in respect of handling your request, please contact: Liz Connolly, Principal and Chief Executive, West College Scotland, Paisley Campus, Renfrew Road, Paisley, PA3 4DR.

Yours sincerely

*Natalie Smith*

**Natalie Smith**  
**Director Organisational Development and HR**