



ALBA | CHRUTHACHAIL

Jamie Mann

25.08.21  
REF/440

Dear Jamie Mann,

**Freedom of Information Application**  
**Application Reference: CSfoi440**

Thank you for your application for information which Creative Scotland has treated as a request for information under the Freedom of Information (Scotland) Act 2002 (the "Act"). Your request was received on 23.08.21.

**You requested the following information:**

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

*Please provide:*

- The name of the firm (or individual/freelancer)*
- The contract number*
- The start and end date of each contract*
- The amount of money paid to each firm (including VAT)*
- The remit/purpose of the hire, and detail of what activities they undertook for your organisation*

**Our response:**

We have not hired a public relations, communications, media consultancy or lobbying firm in the last five years. We are not providing you with information in accordance with Section 17(1) of the Freedom of Information (Scotland) Act 2002 – Information Not Held.

## Review

Should you be dissatisfied with the way in which we have dealt with your request for information under the Act you may require us to review our actions and decisions in relation to that request ("a Request for Review").

A Request for Review must be in writing or other permanent form, state your name and address for correspondence, specify the request for information to which the requirement for review relates and explain the reason for your dissatisfaction. A Request for Review must be received by us within 40 working days of the date upon which you receive this letter. Within 20 working days of receipt by it of a Request for Review, Creative Scotland will issue a notice in writing stating that it has:

- Confirmed the decision complained of;
- Amended the decision complained of;
- Substituted the decision complained of for a different decision;
- Reached a decision for the first time (where the complaint was that no decision had been reached); or
- Decided that it need not comply with the Request for Review because the requirement was vexatious or that the request for information to which the Request for Review relates was either vexatious or was substantially similar or identical such that, in each case, there was no obligation on Creative Scotland to respond to that request for information, and confirm its reasons for so doing.

If you are dissatisfied with notice issued by the Creative Scotland pursuant to any Request for Review (or with the absence of such a notice), then you may apply to the Scottish Information Commissioner for a decision as to whether your request for information has been dealt with properly.

You can request an appeal by accessing the Online Appeal Service on the Scottish Information Commissioner's website. This is the best way to make an appeal, it provides help in real time and collects exactly what the Commissioner needs so they can investigate your case quickly.

Click here to access the online appeal service: [www.itspublicknowledge.info/Appeal](http://www.itspublicknowledge.info/Appeal)

If you don't wish to appeal online, you can contact the Scottish Information Commissioner by email or post. Your appeal must be in a format that can be kept for future use, e.g. in writing, by email or a recording on an audio or video tape.

If you want to send your appeal by email, you should send your email to [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

If you want to send your appeal by post, you should send your letter to:  
Office of the Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St Andrews  
Fife  
KY16 9DS

If you need help making an appeal you can contact the Scottish Information Commissioner's Office:  
E-mail: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)  
Telephone: 01334 464610

You can find further information on making an appeal on the Commissioner's website:  
[www.itspublicknowledge.info](http://www.itspublicknowledge.info)

Yours sincerely,

**Lewis Porteous**

Government Relations & FOI  
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