

BOARD MEETING

Date of Meeting	13 December 2017
Paper Title	Report on Freedom of Information Requests 2016/17
Agenda Item	17.106
Paper Number	17.106A
Responsible Officer	B Hughes; Vice Principal Curriculum and External Relations
Status	Disclosable
Action	For Noting

1. Report Purpose

This paper provides Board members with a summary of the freedom of information requests dealt with by the college in the period 1 July 2016 to 30 June 2017.

2. Recommendations

Members are asked to **NOTE** the figures summarised in this paper.

3. Background

Each year the college receives a number of FOI requests under the Freedom of Information (Scotland) Act 2002. At the June Board meeting in 2014 the Board agreed that an annual update of FOI statistics should be provided. The Scottish Information Commissioner maintains an overview of FOI requests and has the duties and powers to promote the following of good practice by public authorities. We report to the commissioner, on a quarterly basis, the number of requests that we have received in that period. Requests that fall within the scope of the Environmental Information (Scotland) Regulations 2004 [EIR] are also reported at the same time. The reporting cycle does not align directly with the College year and hence this update covers FOI requests from 01 July 2016.

The number of FOI requests, which were reported to the commissioner in each of the quarters, is shown below; numbers in brackets are for the same period in the previous year.

01 July to 30 Sept 2016	15 (9)
01 Oct to 31 December 2016	15 (12)
01 Jan to 31 March 2017	16 (9)
01 April to 30 June 2017	13 (15)

The requests cover a range of topics including; enquiries from companies trawling for contract information; enquiries from parliamentary researchers about student numbers and enquiries from individuals about specific college matters. The attached paper gives an extract from the register as an illustration of the range of requests received (Paper Number 17.106A).

There was one EIR request included in the figures in the table.

4. Risk Analysis

There are no specific risks relating to this summary.

5. Legal Implications

There are no specific legal implications relating to this summary.

6. Financial Implications

There are no financial implications relating to this summary.

7. Regional Outcome Agreement Implications

There are no ROA implications relating to this summary.

8. Has an Equality Impact Assessment been carried out (Y/N/NA)

N/A