

From: Edinburgh College Freedom of Information

Sent: 22 August 2017 14:26

To: [REDACTED]

Subject: Internal review of Freedom of Information request - Review of the college curriculum frameworks

Dear [REDACTED]

Our Ref: 052/16/17

In summary and for the avoidance of doubt:

On 04 May 2017 you emailed six questions to Edinburgh College under the Freedom of Information Act. The College provided full answers to each of these questions on 01 June 2017. (**Our Ref 035/16/17**)

On 11 July 2017 you emailed the college to request a review of the college's response to this FOI request dated 04 May 2017. "Review of the college curriculum frameworks' 4th May 2017".

However, in your 11 July 2017 email seeking a review, you actually refer to the content of an FOI request dated 25 December 2016, to which the college had provided a full response.

The college then sought clarification from you on 12 July 2017, pointing out that full responses had been delivered to questions in your email dated 04 May 2017, and that the content of your FOI from 25 December 2016, to which the college had also provided full answers, was now outwith the time period to request a review.

On 21 July 2017 you responded to this request for clarification. You explained that you were instead referring to an FOI request dated 04 February 2017.

Your email of 21 July 2017 clarified the specific FOI response you wished to be reviewed. It stated:

"On 4 February 2017, I asked for further information numbered 1-7. I expected these to be considered as new requests, apart from point 5 ("taking into account the September long weekend holiday, could you be more specific about the date?")".

(For clarity, the "further information numbered 1-7" are reproduced from your 4th February email, here):

1. The full title of the Vice Principle involved.?
2. How many other members of staff were involved with this meeting?
3. The Roles of these member's of staff?
4. Was there a representative from the Scottish Further and Higher Education Council involved in this meeting?
5. Taking into account the September long weekend holiday, could you be more specific about the date?
6. Were these regular meetings held weekly? If so were they held on a particular day each week? I'm sure you must have a minute of the meetings to be able to refine this answer.
7. How frequently did a member of the Senior Management Team meet with a representative from the Scottish Further and Higher Education Funding Council?

The college responded to these seven questions, dated 04 February 2017, in our email on 23 February 2017 and drew your attention to additional information provided to you previously on 26 January 2017 and 01 February 2017.

Your clarification email of 21 July 2017 - in specific relation to point five above - continued:

“Therefore to myself it was logical that I requesting a copy of the review that the Principal ordered in Mid September.

“These trail of requests have been with regard to the sole issue of the review ordered by the new Principal, therefore please accept my apologies if there has been any misunderstanding or confusion at any juncture”

On 02 August 2017 the college again contacted you for clarification with reference to your email of 21 July 2017, asking whether this request for “a copy of the review ordered by the new Principal in Mid September” was to be treated as a request for review or a new FOI request.

On 07 August 2017 you confirmed that Edinburgh College was to treat your email dated 21 July 2017 as a request for a review.

Accordingly, we have undertaken an internal review of the college's response to your FOI request submitted on 04 May 2017, as per your initial request on 11 July 2017.

The review has found that the response provided on 01 June 2017 fully answered all of the six questions you submitted on 04 May 2017.

The review also found that at no point in your request submitted on 04 May 2017 did you ask the college to provide a copy of the review of the curriculum ordered by the Principal in Mid-September 2015.

However, in order to bring this matter to a close under our duty to provide advice and assistance, we have treated the statement contained within your email of 21 July 2017 “Therefore to myself it was logical that I requesting a copy of the review that the Principal ordered in Mid September.” as a new request for information. A response will be provided to you in a separate email (**Our Ref: 056/16/17**).

We trust having provided answers to the best of our ability to each of your FOI requests beginning 25 December 2016; having responded today to your request for an internal review dated 11 July 2017 in relation to your FOI request dated 04 May 2017; and having provided a copy of the review of the curriculum ordered by the Principal in Mid-September 2015 (see separate email, **Our Ref: 056/16/17**), that we have discharged our duties under the FOISA Act in relation to your queries around review of college curriculum frameworks.

Please note that under FOISA Section 14, “where a Scottish public authority has complied with a request with a person for information, it is not obliged to comply with a subsequent request from that person which is identical or substantially similar unless there has been a reasonable period of time between the making of the request complied with and the making of the subsequent request”.

If you are still dissatisfied, you may ask the Scottish Information Commissioner to intervene.

Regards

FOI Team

