



## GUIDE TO INFORMATION AVAILABLE THROUGH THE MODEL PUBLICATION SCHEME

The Freedom of Information (Scotland) Act 2002 (the Act) requires Scottish public authorities to produce and maintain a publication scheme. Authorities are under a legal obligation to:

- publish the classes of information that they make routinely available
- tell the public how to access the information and what it might cost.

Forth Valley College has adopted the **Model Publication Scheme** produced by the Scottish Information Commissioner.

You can see this scheme on the Commissioner's website at

<http://www.itspublicknowledge.info/ScottishPublicAuthorities/PublicationSchemes/TheModelPublicationScheme.aspx> or by contacting us at the address below.

The purpose of this Guide to Information is to:

- allow you to see what information is available (and what is not available) in relation to each class.
- state what charges may be applied.
- explain how you can find the information easily.
- provide contact details for enquiries and to get help with accessing the information.
- explain how to request information we hold that has not been published.

## **Availability and formats**

The information we publish through the model scheme is, wherever possible, available on our website. We offer alternative arrangements for people who do not want to, or cannot, access the information online or by inspection at our premises. For example, we can usually arrange to send information to you in paper copy (although there may be a charge for this).

## **Exempt information**

We will publish the information we hold that falls within the classes of information below. If a document contains information that is exempt under Scotland's freedom of information laws (for example sensitive personal information or a trade secret), we may remove or redact the information before publication but we will explain why.

## **Copyright**

Where Forth Valley College holds the copyright in its published information, the information may be copied or reproduced without formal permission, provided that:

- it is copied or reproduced accurately
- it is not used in a misleading context, and
- the source of the material is identified

Where College does not hold the copyright in information we publish, we will make this clear.

## **Charges**

This section explains when we may make a charge for our publications and how any charge will be calculated. There is no charge to view information on our website or at our premises.

We may charge for providing information to you e.g., photocopying and postage, but we will charge you no more than it actually costs us to do so. We will always tell you what the cost is before providing the information to you.

Our photocopying charge per sheet of paper is shown in the tables below:

### **Black and white photocopying**

<b>Size of paper</b>	<b>Pence per sheet of paper</b>
A1	Not Available
A2	Not Available
A3	10p
A4	10p
A5	10p

### **Colour photocopying**

<b>Size of paper</b>	<b>Pence per sheet of paper</b>
A1	Not Available
A2	Not Available
A3	30p
A4	30p
A5	30p

Information provided on CD-ROM will be charged at £1.00 per computer disc. Postage costs will be recharged at the rate we pay to send the information to you.

When providing copies of pre-printed publications, we will charge no more than the cost per copy of the total print run. We do not pass any other costs on to you in relation to our published information.

This charging schedule does not apply to our commercial publications (see Class 8 below). These items are offered for sale through retail outlets such as book shops, academic journal websites or museum shops and their price reflects a „market value“ which may include the cost of production.

### **Contact us**

You can contact us for assistance with any aspect of this publication scheme:

Corporate Governance and Planning Officer  
Forth Valley College  
Grangemouth Road  
Falkirk  
FK2 9AD

By email to – [foi@forthvalley.ac.uk](mailto:foi@forthvalley.ac.uk)

By phone – 01324 403273

We will also be pleased to advise you how to ask for information that we do not publish, or how to complain if you are dissatisfied with any aspect of this publication scheme.

### **The classes of information that we publish**

We publish information that we hold within the following classes. Once information is published under a class we will continue to make it available for the current and previous two financial years.

Where information has been updated or superseded, only the current version will be available. If you would like to see previous versions, you may make a request to us for that information.

## Class 1: About the authority

Information about the authority, who we are, where to find us, how to contact us, how we are managed and our external relations

### 1.1 General information about the authority

	Description	Links/Where to find the information	
1.1.1	Authority name, address and contact details for headquarters and principal offices	Forth Valley College Grangemouth Road Falkirk FK1 9AD 01324 403000 <a href="mailto:principal@forthvalley.ac.yk">principal@forthvalley.ac.yk</a>	
1.1.2	Organisational structure, roles and responsibilities of senior officers	<b>Senior Management Team</b> <ul style="list-style-type: none"> <li>• Principal</li> <li>• Associate Principal and Executive Director HR and Operational Effectiveness</li> <li>• Associate Principal and Executive Director Business Development</li> <li>• Associate Principal and Executive Director Estates Developments</li> <li>• Associate Principal and Executive Director Finance</li> <li>• Associate Principal and Executive Director Information Systems and Communications</li> <li>• Associate Principal and Executive Director Learning and Teaching</li> </ul>	<ul style="list-style-type: none"> <li>• Dr Ken Thomson</li> <li>• Andrew Lawson</li>   <li>• Colette Filippi</li>   <li>• Tom Gorman</li>   <li>• Alison Stewart</li>   <li>• David Allison</li>   <li>• Fiona Brown</li> </ul>

		<b>Heads of Department</b> <ul style="list-style-type: none"> <li>• Access and Progression</li> <li>• Business</li> <li>• Care, Health and Sport</li> <li>• Construction</li> <li>• Creative Industries</li> <li>• Electrical, Instrumentation and Chemical Engineering</li> <li>• Hospitality and Salon Services</li> <li>• Applied Science, Maths and Mechanical Engineering</li> </ul>	<ul style="list-style-type: none"> <li>• Jacqui McArthur</li> <li>• Bob Armstrong</li> <li>• Hannah Ritchie</li> <li>• Ian Morrison</li> <li>• Martin Boyle</li> <li>• Dean Williams</li>   <li>• Diane Creed</li> <li>• Kenny MacInnes</li> </ul>
1.1.3	Business opening hours	<p>During term time the College is open from –</p> <p>08.00 to 17.30 Monday, Wednesday and Friday  08.00 to 21.00 Tuesday and Thursday  Closed Saturday and Sunday</p> <p>Outwith term times, the College is open –</p> <p>08.00 to 17.30 Monday through Friday  Closed Saturday and Sunday</p>	
1.1.4	Contact details for customer care and complaints functions	<a href="https://www.forthvalley.ac.uk/about-us/governance/complaints/">https://www.forthvalley.ac.uk/about-us/governance/complaints/</a>	

1.1.5	Customer codes or charters	Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
1.1.6	Publication scheme and Guide to Information	<a href="https://www.forthvalley.ac.uk/about-us/governance/freedom-of-information/#">https://www.forthvalley.ac.uk/about-us/governance/freedom-of-information/#</a>
1.1.7	Charging schedule for published information	Charges are outlined at the beginning of this document
1.1.8	Contact details and advice about how to request information from the authority	Corporate Governance and Planning Officer Forth Valley College Grangemouth Road Falkirk FK2 9AD 01324 403273 <a href="mailto:foi@forthvalley.ac.uk">foi@forthvalley.ac.uk</a>
1.1.9	Charging schedule for environmental information provided in response to requests under the EIRs (if the authority charges for environmental information)	As section 1.1.7 above
1.1.10	Legal framework for the authority, including constitution, articles of association or charter	The College was established under the provisions of the Further and Higher Education (Scotland) Act 1992 and the Post 16 Education (Scotland) Act 2013



## 1.2 How the authority is run

	<b>Description</b>	<b>Links/Where to find the information</b>
1.2.1	Description of governance structure, Board, committees and other decision making structures	<a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/#board-of-management-3288">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/#board-of-management-3288</a>
1.2.2	Names, responsibilities and (work-related) biographical details of the people who make strategic and operational decisions about the performance of function and/or delivery of services by the authority e.g. Board members, chief officers	<a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/#board-of-management-3288">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/#board-of-management-3288</a> <a href="https://www.forthvalley.ac.uk/about-us/governance/senior-management-team/">https://www.forthvalley.ac.uk/about-us/governance/senior-management-team/</a>
1.2.3	Governance policies, including standing orders, code of conduct and register of interests	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.

## 1.3 Corporate planning

	<b>Description</b>	<b>Links/Where to find the information</b>
1.3.1	Mission statement	"Making Learning Work"
1.3.2	Corporate plan	<a href="https://www.forthvalley.ac.uk/media/1093/strategic-plan-14-18.pdf">https://www.forthvalley.ac.uk/media/1093/strategic-plan-14-18.pdf</a>
1.3.3	Corporate strategies e.g., for economic development, etc.	Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
1.3.4	Corporate policies, e.g., health and safety, equality, sustainability	<a href="https://www.forthvalley.ac.uk/about-us/plans-policies/">https://www.forthvalley.ac.uk/about-us/plans-policies/</a>
1.3.5	Strategic planning processes	<a href="https://www.forthvalley.ac.uk/about-us/plans-policies/">https://www.forthvalley.ac.uk/about-us/plans-policies/</a>

#### 1.4 External relations

	<b>Description</b>	<b>Links/Where to find the information</b>
1.4.1	Accountability relationships, including reports to regulators	<p>The College is primarily funded by Scottish Government via the Scottish Funding Council - <a href="http://www.sfc.ac.uk/">http://www.sfc.ac.uk/</a> - to whom we provide a range of financial and statistical information. Some of this information includes - <a href="https://www.forthvalley.ac.uk/about-us/reports-and-performance/">https://www.forthvalley.ac.uk/about-us/reports-and-performance/</a></p> <p>As a registered Charity (SCO21191) the College also reports annually to the Office of the Scottish Charity Register (OSCR) - <a href="http://www.oscr.org.uk/">http://www.oscr.org.uk/</a></p> <p>The College is also subject to review by Education Scotland <a href="http://www.educationscotland.gov.uk/">http://www.educationscotland.gov.uk/</a> the latest Education Scotland report can be found here - <a href="https://www.forthvalley.ac.uk/media/1111/education-scotland-review.pdf">https://www.forthvalley.ac.uk/media/1111/education-scotland-review.pdf</a></p>
1.4.2	Internal and external audit arrangements	<p>The College external auditors are appointed by Audit Scotland (<a href="http://www.audit-scotland.gov.uk/">http://www.audit-scotland.gov.uk/</a>) with the current auditors being Ernst and Young (<a href="http://www.ey.com/uk/en/home">http://www.ey.com/uk/en/home</a>)</p> <p>Our Internal Audit function is current provided by Scott Moncrieff (<a href="http://www.scott-moncrieff.com/">http://www.scott-moncrieff.com/</a>)</p>
1.4.3	Subsidiary companies (wholly and part owned) and other significant financial interests	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.

1.4.4	Strategic agreements with other bodies	<p>Forth Valley College has a number of strategic links (commercial and articulation agreements) with other bodies such as –</p> <ul style="list-style-type: none"> <li>• University of Stirling</li> <li>• Heriot Watt University</li> </ul>
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## Class 2: How we deliver our functions and services

Information about our work, our strategy and policies for delivering functions and services and information for our service users.

### 2.1 Functions

	Description	Links/Where to find the information
2.1.1	Description of functions, including statutory basis for them, where applicable	<a href="https://www.forthvalley.ac.uk/media/1918/generic-key-facts.pdf">https://www.forthvalley.ac.uk/media/1918/generic-key-facts.pdf</a>
2.1.2	Statement of public task required by the Re-use of Public Sector Information Regulations 2015 (if applicable)	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
2.1.3	Strategies, policies and internal staff procedures for performing statutory functions	<a href="https://www.forthvalley.ac.uk/about-us/plans-policies/">https://www.forthvalley.ac.uk/about-us/plans-policies/</a>
2.1.4	How to apply for a licence, warrant, grant, etc. where it is a function of the authority to approve it	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
2.1.5	How to report a concern to the authority	<a href="https://www.forthvalley.ac.uk/about-us/governance/complaints/">https://www.forthvalley.ac.uk/about-us/governance/complaints/</a>
2.1.6	Reports of the authority's exercise of its statutory functions	<a href="https://www.forthvalley.ac.uk/about-us/reports-and-performance/">https://www.forthvalley.ac.uk/about-us/reports-and-performance/</a>
2.1.7	Statutory registers (NB not if inspection-only)	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.

2.1.8	Fees and charges for performance of the authority's function e.g., fee for making a planning application, etc.	<a href="https://www.forthvalley.ac.uk/media/1123/tuition-fees-16-17.pdf">https://www.forthvalley.ac.uk/media/1123/tuition-fees-16-17.pdf</a> <a href="https://www.forthvalley.ac.uk/student-info/student-funding/">https://www.forthvalley.ac.uk/student-info/student-funding/</a> <a href="https://www.forthvalley.ac.uk/industry-training/">https://www.forthvalley.ac.uk/industry-training/</a>
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## 2.2 Services

	<b>Description</b>	<b>Links/Where to find the information</b>
2.2.1	List of services, including statutory basis for them, where applicable	<a href="https://www.forthvalley.ac.uk/media/1918/generic-key-facts.pdf">https://www.forthvalley.ac.uk/media/1918/generic-key-facts.pdf</a> <a href="https://www.forthvalley.ac.uk/about-us/plans-policies/">https://www.forthvalley.ac.uk/about-us/plans-policies/</a>
2.2.2	Service policies and internal staff procedures, including allocation, quality and standards	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
2.2.3	Service schedules and delivery plans	<a href="https://www.forthvalley.ac.uk/about-us/plans-policies/">https://www.forthvalley.ac.uk/about-us/plans-policies/</a>
2.2.4	Information for service users, including how to access the services	Information on contacts, campus locations and individual departments is available via <a href="https://www.forthvalley.ac.uk/about-us/">https://www.forthvalley.ac.uk/about-us/</a>
2.2.5	Service fees and charges, including bursaries	<a href="https://www.forthvalley.ac.uk/media/1123/tuition-fees-16-17.pdf">https://www.forthvalley.ac.uk/media/1123/tuition-fees-16-17.pdf</a> <a href="https://www.forthvalley.ac.uk/student-info/student-funding/">https://www.forthvalley.ac.uk/student-info/student-funding/</a> <a href="https://www.forthvalley.ac.uk/industry-training/">https://www.forthvalley.ac.uk/industry-training/</a>

### Class 3: How we take decisions and what we have decided

Information about the decisions we take, how we make decisions and how we involve others.

	Description	Links/Where to find the information
3.1	Decisions taken by the organisation: agendas, reports and papers provided for consideration and minutes of Board (or equivalent) meetings	Copies of agendas, minutes and papers used for decision making by the Board of Management can be downloaded from this page <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a>
3.2	Public consultation and engagement strategies	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
3.3	Reports of regulatory inspections, audits and investigations carried out by the authority	Audit reports can be found in the Audit Committee papers on <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a> External reports can be found on <a href="https://www.forthvalley.ac.uk/about-us/reports-and-performance/">https://www.forthvalley.ac.uk/about-us/reports-and-performance/</a>

### Class 4: What we spend and how we spend it

Information about our strategy for, and management of, financial resources (in sufficient detail to explain how we plan to spend public money and what has actually been spent).

	Description	Links/Where to find the information
4.1	Financial statements, including annual accounts, any regular statements e.g. quarterly budget statements.	Financial statements are available via <a href="https://www.forthvalley.ac.uk/about-us/reports-and-performance/">https://www.forthvalley.ac.uk/about-us/reports-and-performance/</a> Budget and other reporting is available via the Finance Committee papers on <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a>

4.2	Financial statements required by statute e.g., sections 31 and 33 of the Public Service Reform (Scotland) Act 2010, if applicable to the authority	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
4.3	Financial policies and procedures for budget allocation	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
4.4	Budget allocation to key policy / function / service areas	Budget and other reporting is available via the Finance Committee papers on <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a>
4.5	Purchasing plans and capital funding plans	Budget and other reporting is available via the Finance Committee papers on <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a>  Information on Procurement activity can also be accessed on <a href="https://www.forthvalley.ac.uk/about-us/procurement/">https://www.forthvalley.ac.uk/about-us/procurement/</a>
4.6	Financial administration manual / internal financial regulations	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
4.7	Expenses policies and procedures	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
4.8	Senior staff / board member expenses at category level e.g., travel, subsistence and accommodation	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.

4.9	Board member remuneration other than expenses	This information can be found in the annual report and financial statements. The latest copies can be accessed on <a href="https://www.forthvalley.ac.uk/about-us/reports-and-performance/">https://www.forthvalley.ac.uk/about-us/reports-and-performance/</a>
4.10	Pay and grading structure (levels of pay rather than individual salaries)	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
4.11	Investments, summary information about endowments, investments and authority pension fund	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
4.12	Funding awards available from the authority, how to apply for them and funding awards made by the authority	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.

### **Class 5: How we manage our human, physical and information resources**

Information about how we manage the human, physical and information resources of the authority

#### 5.1 Human resources

	<b>Description</b>	<b>Links/Where to find the information</b>
5.1.1	Strategy and management of human resources	Information on College staffing and Management is available via the HR Committee papers on <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a>
5.1.2	Staffing structure	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.

5.1.3	Human resources policies, procedures and guidelines, including e.g., recruitment, performance management, salary and grading, promotion, pensions, discipline, grievance, staff development, staff records	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
5.1.4	Employee relations structures and agreements reached with recognised trade unions and professional organisations	Relations with recognised trade unions are primarily managed by College's Scotland via the National Bargaining process - <a href="http://collegesscotland.ac.uk/National-Bargaining/nb-our-work.html">http://collegesscotland.ac.uk/National-Bargaining/nb-our-work.html</a>

## 5.2 Physical resources

	Description	Links/Where to find the information
5.2.1	Management of the authority's land and property assets, including environmental / sustainability reports	As part of the overall Estates Project, this information is current be revised.  Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
5.2.2	Description of the authority's land and property holdings	The College has three campuses. Contact details including addresses for these can be found at <a href="https://www.forthvalley.ac.uk/about-us/">https://www.forthvalley.ac.uk/about-us/</a>
5.2.3	Estate development plans	The College is currently developing a new campus in Falkirk. The Full Business Case for this work can be accessed via the Board papers on <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a>
5.2.4	Maintenance arrangements	Maintenance at the College is managed via a procured FM service. The current provider of this service is FES Ltd.



### 5.3 Information resources

	<b>Description</b>	<b>Links/Where to find the information</b>
5.3.1	Records management policy and records management plan, including records retention schedule	As part of the overall Estates Project, this information is current be revised.  Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
5.3.2	Information governance / asset management policies and procedures, information asset list	As part of the overall Estates Project, this information is current be revised.  Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
5.3.3	Knowledge management policies and procedures	Not Applicable - Pursuant to Section 17 (1) of the Freedom of Information (Scotland) Act 2002 please note that Forth Valley College does not hold information of this type/classification.
5.3.4	List of statistical information published by the authority	<a href="https://www.forthvalley.ac.uk/about-us/reports-and-performance/">https://www.forthvalley.ac.uk/about-us/reports-and-performance/</a>
5.3.5	Freedom of information policies and procedures	<a href="https://www.forthvalley.ac.uk/about-us/governance/freedom-of-information/">https://www.forthvalley.ac.uk/about-us/governance/freedom-of-information/</a>
5.3.6	Data protection or privacy policy	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.

### **Class 6: How we procure goods and services from external providers**

Information about how we procure goods and services, and our contracts with external providers

	<b>Description</b>	<b>Links/Where to find the information</b>
6.1	Procurement policies and procedures	<a href="https://www.forthvalley.ac.uk/about-us/procurement/">https://www.forthvalley.ac.uk/about-us/procurement/</a>
6.2	Invitations to tender	<a href="https://www.forthvalley.ac.uk/about-us/procurement/">https://www.forthvalley.ac.uk/about-us/procurement/</a>
6.3	List of contracts which have gone through formal tendering, including name of supplier, period of contract and value	This information is available via APUC - <a href="http://www.apuc-scot.ac.uk/#!/institution?inst=34">http://www.apuc-scot.ac.uk/#!/institution?inst=34</a>

### **Class 7: How we are performing**

Information about how we perform as an organisation, and how well we deliver our functions and services.

	<b>Description</b>	<b>Links/Where to find the information</b>
7.1	External reports e.g., annual report, performance statements required by statute (e.g., section 32 of the Public Service Reform (Scotland) Act 2010 if applicable.	<a href="https://www.forthvalley.ac.uk/about-us/reports-and-performance/">https://www.forthvalley.ac.uk/about-us/reports-and-performance/</a> Examples of other reports, including External and Internal audits can be found in the Board papers at <a href="https://www.forthvalley.ac.uk/about-us/governance/board-of-management/">https://www.forthvalley.ac.uk/about-us/governance/board-of-management/</a>
7.2	Performance indicators and performance against them.	<a href="https://www.forthvalley.ac.uk/media/2024/forth-valley-pi-2014-15.pdf">https://www.forthvalley.ac.uk/media/2024/forth-valley-pi-2014-15.pdf</a>

### **Class 8: Our commercial publications**

Information packaged and made available for sale on a commercial basis and sold at market value through a retail outlet e.g., bookshop, museum or research journal.

	<b>Description</b>	<b>Links/Where to find the information</b>
8.1	The College offers a wide variety of Commercial training opportunities	<a href="https://www.forthvalley.ac.uk/industry-training/">https://www.forthvalley.ac.uk/industry-training/</a>

### **Class 9: Our open data**

Open data made available by the authority as described by the Scottish Government's Open Data Resource Pack and available under an open licence.

	<b>Description</b>	<b>Links/Where to find the information</b>
9.1	The authority's open data publication plan	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.
9.2	Open data sets and their metadata, or links to where they are accessible	Pursuant to Section 27 (1) (a) of the Freedom of Information (Scotland) Act 2002 please note that this information is intended for future publication within the next three months.