**Our Ref: 001/25**

As of 1 October 2012, Edinburgh’s Telford College, Jewel & Esk College and Stevenson College merged to create a single college called Edinburgh College.

We refer to your request for information dated 19 January 2025. The College has considered your request as a request for information under section 1 of the Freedom of Information (Scotland) Act 2002 (“FOISA”).

**001/25 (1):** Has confidential waste been procured via tender or framework, or another means, if other means, please confirm how you procured your confidential waste.

The College’s contract with Shredding box ended on 31 July 2022.

Since the contract ended, the College has continued to use Shredding box on an ad hoc basis (total value approximately £3k per annum).

There is currently no contract in place for confidential waste.

**001/25 (2):** If a framework, could you confirm the name of the framework please? N/A

**001/25 (3):** Actual contract values of each framework/contract (& any sub lots) N/A

**001/25 (4):** Start date & duration of contract N/A

**001/25 (5):** Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension, along with the final possible contract end date? N/A

**001/25 (6):** Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed? Please refer to **001/25 (1)**

**001/25 (7):** Who is the procurement officer responsible for this contract and could you provide their email address and phone number please? N/A

**001/25 (8):** Do you have a generic email address for your procurement department, for example procurement@organisation.com, if so could you confirm this?

procurement@edinburghcollege.ac.uk

**001/25 (9):** Who is the senior officer (outside of procurement) responsible for this contract and could you provide their email address and phone number please? N/A

**001/25 (10):** Who is the current supplier? Please refer to **001/25 (1)**

**001/25 (11):** If your current supplier is a Facilities Management/Waste/Cleaning Company, which sub-contractor services your organisation? E.g., which company’s staff actually collect your confidential waste? N/A

Edinburgh College is subject to the provisions of the Freedom of Information (Scotland) Act (FOISA) 2002. If you are dissatisfied with this response, you may ask the college to review this decision. To do this, please contact the Vice Principal, Corporate Development at the postal address below or e-mail the Vice Principal, Corporate Development at governance@edinburghcollege.ac.uk describing your original request and explaining your grounds for dissatisfaction. (Please include in your review request, your name and address (email or postal) for correspondence).

You have 40 working days from receipt of this letter to submit a review request to:

Vice Principal, Corporate Development

4th Floor

Edinburgh College (Milton Road Campus)

24 Milton Road East

Edinburgh

EH15 2PP

When the review process has been completed and if you are still dissatisfied, you may ask the Scottish Information Commissioner to intervene.

You can make an appeal to the Commissioner by email or post.

To appeal by email, send your application form or email to mail to: **enquiries@foi.scot**

To appeal by post, send your application form or letter to:

Scottish Information Commissioner

Kinburn Castle

Doubledykes Road

St Andrews

KY16 9DS

Full details on how to make an appeal to the Commissioner are available from their website: [Appeal to the Commissioner | Scottish Information Commissioner (foi.scot)](https://www.foi.scot/appeal)

You must appeal to the Commissioner within six months of receiving the review decision.

You also have the right to appeal to the Court of Session on a point of law following a decision of the Commissioner.

Kind regards

FOI Team