

Requests												
Outcome	Date received	Our ref	Requester	FOISA	EIR	DPA	Owner	Summary	Due date	Fee notice	Comments	Reply date
Full release	08-Sep-14	001	Calum Liddle	Yes			Nick Parr	<p>[1] Which persons have been allocated responsibility for handling freedom of information requests at the public authority? Please provide the name(s), the capacity/position they hold and their email address.</p> <p>Response Nick Parr, Commercial Director request@edtheatres.com</p> <p>[2] I am aware that the SIC recently held briefing/training day(s) for ALEOs, such as yours, falling under the scope of FOISA 2002. Can you please confirm whether an official from your public authority attended, in which capacity they attended, the name of the SIC event attended and all relevant dates?</p> <p>Response Yes an official did attend a SIC briefing event. They attended as the responsible officer for FOI, EIRs and DPA requests and implementation. The event was called Preparing for FOI: A briefing for leisure, cultural and sporting bodies. The event was held on Thursday 16 January 2014.</p> <p>[3] Since falling within the scope of the Act how many requests for information have been received and dealt with under the terms of FOISA 2002 by the PA? Please provide a figure for each month.</p> <p>Response One. April to August 2014 - nil, September 2014 - one.</p>	03-Oct			11-Sep
Full release	10-Dec-14	002	Jenny Campbell	Yes			Nick Parr	<p>Request for RIDDOR report for group member's accident at Festival Theatre on Friday 5 December 2014</p> <p>Response Copy of RIDDOR report issued to requester</p>	07-Jan			12-Dec

Reviews												
Outcome	Date received	Our ref	Requester	FOISA	EIR	DPA	Owner	Summary	Due date	Fee notice	Comments	Reply date
Full release	04/10/2015		2 Emma Kleva	Yes			Catherine Bromley	<p>[1] should like to request the following information: the structure of the organisation's IT department including, but not limited to, its location, hierarchy, teams sizes and contract/permanent split. I would also like to request information on whether the development team uses Java or Microsoft programming language, and if Microsoft Dynamics is used as a CRM system and if so, which version.</p> <p>Response Although overall responsibility for the IT function sits within the Finance department (Director of Finance & HR, Finance & HR Manager and Finance Assistant), specific areas of interest are dealt with on a day-to-day basis by Box Office (ticketing) and Marketing (web site). We do not employ any IT specialists but use third party contractors for both hardware and software support. request@edtheatres.com</p>	30/10/2015			20/10/2015

Appeals												
Outcome	Date received	Our ref	Requester	FOISA	EIR	DPA	Owner	Summary	Due date	Fee notice	Comments	Reply date
Full release	01/08/2016		3 Liz Millership	Yes			Catherine	<p>I am writing to make a request for information under the Environmental Information (Scotland) Regulations 2004. This request relates to the use in Scotland of 'mosquito devices,' electronic devices that emit high frequency sounds to deter children and young people.</p> <p>Please send me:</p> <ol style="list-style-type: none"> The number of mosquito or similar devices that are currently in use (or have been in use by calendar year since 01/01/2008 to 31/12/2015, including an additional shorter calendar year from 01/01/16 to the present) on premises owned, managed or leased by Festival City Theatres Trust. If possible, please disaggregate this data by the year in use (by calendar year as above) and the type of premises (e.g. theatres, galleries, museums) at which the device was or is used. Please can the data be provided in a csv file. Information held by Festival City Theatres Trust regarding the use of such devices, including any policies, procedures, guidelines and reports on their use, in particular information held on their compatibility or incompatibility with Human Rights legislation. Where possible, please supply copies of these documents. Information on the number of complaints received regarding mosquito and similar devices and responses made by Festival City Theatres Trust since 01/01/2008 to 31/12/2015, including an additional shorter calendar year from 01/01/16 to the present. If possible, please disaggregate this data by calendar year of the complaint, the nature of the complaint (summary/description of complaint e.g. noise pollution, health concerns) and how many complaints affected children and young people (those up to and including 17 years of age). Please can the data be provided in a csv file. <p>Response Under the Environmental Information (Scotland) Regulations 2004, we are happy to respond to your query relating to the use in Scotland of 'mosquito devices,' electronic devices that emit high frequency sounds to deter children and young people.</p> <p>The answers to the three questions are:</p> <ol style="list-style-type: none"> Festival City Theatres Trust has never used, does not currently use and has no intention of introducing the use of Mosquito Devices in premises owned, managed or leased by them. The Trust holds no information regarding the use of such devices and has no policy or procedures regarding them. No complaints have ever been made to, or received by, the Trust in connection with such devices. 				

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Full release	01/01/2017		10004 Scott McNal	Yes				<p>Hello, my name is Scott Macnab. I would like to make a freedom of Information request for the following:</p> <p>I would like the information to cover the last two financial years (2014/15, 2015/16) and to be broken down by year.</p> <p>I would like to know how many members of staff have received bonuses or performance related payments during this period?</p> <p>I would like to know the total amount of money which was paid out in bonuses or performance related payments to staff during this period?</p> <p>I would like to know the range of monetary value of the performance related payments or bonuses paid out from the highest to the lowest?</p> <p>I realise that you have 20 days to respond to this request and look forward to hearing from you in due course.</p> <p>Response (sent 06/01/17):</p> <p>In the financial year 2014/2015 a total of £7,245 was paid out as performance bonuses. This covered four people, the highest individual amount being £2,983 and the lowest £1,143.</p> <p>In the financial year 2015/2016 no performance bonuses were paid.</p>		N/A		06/01/2017

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	22/08/2018		10005 Ian Tasker				catherine	<ol style="list-style-type: none"> Numbers of staff employed in financial years 2014/15 and 2017/18 Numbers of stress related absences in the financial years 2014/15 and for 2017/18 Absence costs (sick pay etc) incurred in relation to all sickness absence for financial years 2014/15 and for 2017/18 Absence costs (sick pay etc) in relation to stress related illnesses for the same periods, 2014/15 and 2017/18 Information on steps that your organisation has taken to manage stress at work such as implementing the HSE Stress Management Standards The date that your organisation first carried a workplace stress risk assessment and dates of subsequent review. 				19/09/2018	N/A	