

# Publication Scheme

FOI Related Form

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| <b>Information*</b>  |
| <b>Main contact details:</b>   |
| Freedom of Information Request<br>Salford City College<br>Frontier House<br>Merchants Quay<br>Salford<br>M50 3SR |
| By e-mail: FOIrequests@salfordcc.ac.uk<br>By phone: 0161 631 5000  |
| <b>Who We Are and What We Do</b>   |
| Centre contact, locations  |
| Management, departmental structures and staff roles  |
| Student activities   |
| <b>What We Spend and How We Spend It</b>   |
| Funding/Income   |
| Budgetary and account information  |
| Financial audit reports  |
| Capital Programme  |
| Financial regulations and procedures   |
| Staff pay and grading structure  |
| Procurement, tender , supplier, contract information   |
| <b>Our Priorities and What We Are Doing</b>  |
| Annual report  |
| Corporate and business plans   |
| Teaching and Learning strategy   |
| Academic standards and review information  |
| Links with Employers   |
| Government and Regulatory Reports  |
| <b>How We Make Decisions</b>   |
| Minutes from governing body and committees.  |
| Minutes from teaching and learning committees  |
| Minutes from consultation meetings and appointment committees  |
| <b>Our Policies and Procedures</b>   |
| Procedures and policies relating to academic services  |
| Procedures and policies relating to student services   |
| Procedures and policies relating to human resources  |
| Procedures and policies relating to recruitment  |
| Code of conduct for members of governing body  |
| Equality and Diversity   |
| Health and Safety  |
| Estates Management   |
| Complaints policies and procedures   |
| Records management and personal data policies  |

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| <b>Lists and Registers</b>   |
| Register of Interests  |
| Asset Registers /Disclosure Logs   |
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| <b>Services Offered</b>  |
| Prospectus and course information  |
| Advice & Guidance – careers advice, health advice, chaplaincy, sport and recreational facilities, libraries. |
| Conference facilities  |
| Local campaigns, Media releases  |

*\*These items of information will be provided electronically where possible and free of charge. If the information is required as a hard copy then this will be charged accordingly.*