

3. Information on rights, how to make a request.

3.5 Guide to Information

The Kilmarnock Leisure Centre Trust Guide to Information it makes available under the Model Publication Scheme 2014.

Information available under our Publication Scheme will normally be available through the routes described below. This Guide also provides more details on the information available under the scheme, along with additional guidance, where relevant, on how the information can be accessed.

We publish all the 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Where information has been updated or superseded, only the current version will be available.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.

The classes are:-

Class 1: About the Kilmarnock Leisure Centre Trust

Class 2: How we deliver our functions and services

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

Class 4: What we spend and how we spend it

Class 5: How we manage our human physical and information services

Class 6: How we procure goods and services from external companies

Class 7: How we are performing

Class 8: Our commercial publications