



FOI Ref: 2020-003

6 April 2020

## REQUEST UNDER FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

We refer to your request for information, received by email on 9<sup>th</sup> March 2020. Your specific requests and the Park Authority's response are provided below.

**1. Is there a policy in place dictating what kinds of paper can be used for different purposes? If so please provide this.**

The National Park Authority has no policy in place dictating what kinds of paper can be used for different purposes. All paper purchased is recycled paper. Accordingly, we have to advise you under section 17(1)(b) of the Act, that this information is not held.

**2. How much paper has been bought and used by this organisation in each of the 2017-18, 2018-19 and 2019-20 financial, this should be broken down by year and office.**

**a. In relation to above, I would like a breakdown of the different types of paper purchased and the volumes and costs of each.**

Details of the paper bought by the National Park Authority in the last three financial years is shown in the table below, with a breakdown of the different types of paper purchased and the volumes and costs of each.

Paper is ordered centrally by our Facilities team. We do not record usage by individual teams at different offices. Accordingly, we have to advise you under section 17(1)(b) of the Act, that this information is not held.

Financial Year	Type and volume of paper (by box)	Cost (per box)
2017/18	A4 white paper - 1	£7.05
	A3 white paper - 3	£8.79
	A4 yellow paper -1	£14.40

### LOCH LOMOND & THE TROSSACHS NATIONAL PARK AUTHORITY

National Park Headquarters, Carrochan, Carrochan Road, Balloch, G83 8EG Long: 4°34'24"W Lat: 56°00'12"N  
t: 01389 722600 f: 01389 722633 e: info@lochlomond-trossachs.org w: lochlomond-trossachs.org

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Page 1 of 3

<b>2018/19</b>	A4 white paper - 121	£7.30
	A3 white paper - 44	£10.83
	A4 yellow paper -0	£16.00
<b>2019/20</b>	A4 white paper - 28	£9.70

Yours sincerely

**Governance and Legal Team  
Loch Lomond and the Trossachs National Park Authority**

Review Procedure

If you are dissatisfied with this decision, or the way in which the Authority has dealt with your request, you are entitled to require the Authority to review its decision. Please note that in order for a review to take place you are required to:

- Send your request for review in writing, setting out in full the reasons why you are requesting a review.
- Submit your review request within 40 working days of either the date on which you received a response from the Authority or the date by which you should have received a response under the terms of the Freedom of Information (Scotland) Act 2002, whichever is the later.
- address your review request to:

Governance & Legal Team  
Loch Lomond & The Trossachs National Park Authority  
National Park Headquarters  
Carrochan  
Carrochan Road  
Balloch  
G83 8EG  
E-mail: [info@lochlomond-trossachs.org](mailto:info@lochlomond-trossachs.org)

The review will be handled by staff who were not involved in the original decision. You will receive notice of the result of your review within 20 working days.

If you are not satisfied with the response to your request for review, you can contact the Scottish Information Commissioner, the independent body which oversees the Freedom of Information (Scotland) Act 2002, at:

Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St Andrews  
Fife  
KY16 9DS

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Tel: 01334 464610

Website: [www.itspublicknowledge.info](http://www.itspublicknowledge.info)

E-mail: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

Online appeal portal: [www.itspublicknowledge.info/Appeal](http://www.itspublicknowledge.info/Appeal)

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