

Dear Applicant,

Freedom of Information request reference K/20/069

Thank you for your Freedom of Information (FOI) request dated 7 February 2020, reference K/20/069.

Your request read:

“I am writing to you under the Freedom of Information Act 2000 to request information on the following positions (or similar) at your university:

- Head of Sustainability and/or Environment
- Director of Estates and/or Facilities
- Head of Student Experience / Wellbeing
- Transport / Travel Plan Manager

in the form:

Name, Phone Number, Email, Job Title”

The University of Leeds holds some of this information.

Contact information in relation to the Director of Sustainability and the Director of Estates and Facilities can be found on the [Facilities Directorate](#) pages of our website.

We do not have any members of staff who hold the job titles which correlate to Head of Student Experience/Wellbeing. However, we do have a [Student Opportunity Directorate](#), part of the Student Education Service, which supports students' health and well-being and helps to prepare them for their future lives and careers. Contact information for teams within the Student Education Service can be found on the [Contact Us](#) page of their website.

Transport and Travel is managed by individual teams and directorates and as such we do not hold any information in relation to this element of your request.

We hope this information is helpful. If you have any questions about this email, however, please do not hesitate to contact us on foi@leeds.ac.uk

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you can request an Internal Review. Requests for Internal Review should be made in writing using the following contact information:

Post: Mr D Wardle
Deputy Secretary
The University of Leeds
Leeds
LS2 9JT

Email: foi@leeds.ac.uk

Requests for Internal Review should be submitted within 40 working days of receiving the University's response to your request. Further information about how the University manages Freedom of Information requests and about our complaints procedure is also available on our website (www.leeds.ac.uk).

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review/complaints procedure provided by the University. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Kind regards

Chloe Wilkins
Freedom of Information Officer
Secretariat
University of Leeds