

From: Freedom of Information
Sent: 13 November 2020 16:03
To:
Subject: Freedom of Information Response (Our Ref: K/20/412)

Dear

Freedom of Information Response (Our Ref: K/20/412)

Thank you for your Freedom of Information (FOI) request dated 16 October 2020, reference K/20/412.

Your request read:

“ “Please provide clarification:

Re: 8:

8. *The number of Council Tax Exemption Letters issued by the University of Leeds to persons for each year*

- | | |
|-------------|-------------|
| <i>i.</i> | <i>2017</i> |
| <i>ii.</i> | <i>2018</i> |
| <i>iii.</i> | <i>2019</i> |
| <i>iv.</i> | <i>2020</i> |

who are undertaking Pre-Registration Training in Clinical Psychology.

Historically, the University used to provide letters for trainees to take to Council offices, but more recently Councils have contacted the University to check that trainees are registered as students. The University has written no such letters since 2017.

8.b.1 Please provide a copy of the letters issued by the Councils to the University regarding registration of students.

8.b.2 Please provide copy of the University's determination (reasoning) that Council Tax Exemption letters should no longer be issued.

Re 9:

9. *A true full copy of the contracts and contractual documents between the University of Leeds and Health Education England in respect of recruitment, selection, employment and Pre-Registration Training in Clinical Psychology.*

There is no contract between the University of Leeds and Health Education England in respect of recruitment, selection, employment and Pre-Registration Training in Clinical Psychology.

9.b.2 Please clarify why no contract exists between the University of Leeds and Health Education England?

9.b.2 Please provide a copy of the contract setting out the provision of funding for the employment and training of NHS employees pursuing HCPC Registration as Clinical Psychology.

9.b.3 Please provide a copy of the contract between the University of Leeds and the NHS Trust employer of NHS employees pursuing HCPC Registration as Clinical Psychology.”

We have indented the portions of your request which quote your earlier FOI request reference K/20/367, for ease of understanding. We have set out our response to each of your new questions in turn below.

- 1. Please provide a copy of the letters issued by the Councils to the University regarding registration of students.**
- 2. Please provide copy of the University’s determination (reasoning) that Council Tax Exemption letters should no longer be issued.**

We address these questions together. We do not hold any recorded information relevant to these parts of your request.

Please accept our apologies; in our original response, we advised that Councils write to the University to check student status. However, this was based on a misunderstanding and is not correct. In fact, the University of Leeds sends a secure datafile which provides a list of full-time, registered students to the Leeds, Wakefield, Bradford and Kirklees councils at the end of October and February each year. The councils then cross-reference this information with details provided to them by their constituents who have advised that they are full time students.

Students who live outside of these areas are responsible for checking their eligibility with their council directly. Students can apply for a [Registration Status Certificate](#) to submit to the Council. Registration Status Certificates confirm students’ registration status for the current year, plus course details and basic personal information. These documents are not specifically provided for council tax purposes; they are suitable for use in a range of circumstances where a student may need to demonstrate their registration status.

We hope this clarification is helpful and apologise again for the error.

- 3. Please clarify why no contract exists between the University of Leeds and Health Education England?**

The University of Leeds does not hold any recorded information relevant to this part of your request. Some information may be held by Health Education England. You can make a Freedom of Information request to Health Education England using the following information:

Email: foia@hee.nhs.uk
Post: Health Education England
1st Floor
Blenheim House

Duncombe Street
Leeds
LS1 4PL

4. Please provide a copy of the contract setting out the provision of funding for the employment and training of NHS employees pursuing HCPC Registration as Clinical Psychology.

Health Education England fund training programmes across the Faculty, including Clinical Psychology. The funding covers training; there is no employment relationship between the University of Leeds and students on the Clinical Psychology programme.

5. Please provide a copy of the contract between the University of Leeds and the NHS Trust employer of NHS employees pursuing HCPC Registration as Clinical Psychology

There is no contract between the University of Leeds and the NHS Trusts in relation to employees pursuing HCPC Registration as Clinical Psychologists.

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