

From: Freedom of Information

Sent: 18 December 2020 18:12

To:

Subject: Freedom of Information Response (Our Ref: K/20/438)

Dear

Freedom of Information Response (Our Ref: K/20/438)

Thank you for your clarified Freedom of Information (FOI) request dated 24 November 2020, reference K/20/438.

Your original request read:

- “1) Please can you disclose all correspondence sent by relevant officials at your university regarding Covid-19 with officials at:
- a. Department of Health and Social Care
 - b. Department for Education

I would like all emails sent between 1st September 2020 and 28th October 2020.

By relevant officials at your university I mean officials who would have been in contact with central government on these matters.”

Your clarification email read:

“By “relevant officials” please can you take that to mean the Vice-Chancellor, Pro-Chancellor, and all deputy Pro-Chancellors and the most senior official in charge of student admissions.

In terms of the subject matter “relating to Covid” – please take this to mean emails to do with Covid outbreaks amongst students at the University of Leeds. Furthermore – by officials at the central government departments, please take that to mean email addresses associated with those departments - @dhsc or @dfe email suffix.”

The University of Leeds holds some information relevant to your request.

Please find attached copies of the relevant correspondence we hold. Please note that we have redacted personal information, where appropriate, under section 40(2) of the FOI Act. We have marked these redactions clearly in the attached document.

Section 40(2) sets out that information is exempt from disclosure if it is the personal data of someone other than the person making the request, and disclosure would; contravene the data protection principles; contravene an objection to processing; or if the data is exempt from the right of subject access. The release of this information would lead to the identification of individuals, as the redactions have only been made to names and personal contact information. As we do not have the consent of the individuals to share their information, and they have no expectation that their

information would be made public, disclosure would be unfair and would therefore breach their data protection rights.

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