Dear Applicant,

**Freedom of Information Response (Our Ref: K/20/108)**

Thank you for your Freedom of Information (FOI) request dated 29 February 2020, reference K/20/108.

Your request read:

“1 The number of Administrative/Professional Services roles only that your University have advertised in the last year (since 1 February 2019) at Grade 8 (or equivalent) and above (or starting salary of £40,000 pa and above)

2 Of the roles specified in 1 above, how many applications were received for each role, and in particular, how many people identified as BME (or non-White)?

3 How many applicants specified in 2 above were:
   a. Shortlisted
   b. Offered the role
   c. Accepted the role

For each of the questions above, could you please provide the breakdown of BME applicants by their non-homogeneous groups (ie: Black, Asian, Mixed etc) and whether they were permanent or temporary roles.”

The University of Leeds holds some of this information, which is disclosed in the attached Excel spreadsheet. Due to the small numbers involved, we are unable to provide breakdowns regarding BME applicants. 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 the data is exempt from the right of subject access. We consider that to provide the breakdown would risk the identification of individuals, and therefore reveal personal information (i.e. whether they applied for, and were successful for, particular roles). We consider that this 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
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