Dear

**Freedom of Information request reference K/20/002**

Thank you for your clarified Freedom of Information (FOI) request dated 29 January 2020, reference K/20/002. Please accept our sincere apologies for the delay in providing your response.

Your request included 11 questions (some of which included sub-questions), mostly focussed on staffing. We have not reproduced your request in full here due to its length. You clarified your request on 29 January as follows:

“Q9

What the term 'security' means in the context of your request. For example, are you referring to physical on-site security, IT security or something else?

Physical on-site security

Your request currently seeks information in relation to renewal dates. For contracts which do not include a renewal date, what (if any) information do you require?

If a contract does not include a renewal date, please state that there is no renewal date

Q10

As above, we would be grateful if you could define 'security' in the context of your request.

Physical on-site security

Furthermore, we are unclear what services would fall into category F (“other support services”). It would be helpful if you could provide a definitive list of services which you consider to fall within this category.

I don’t think that I am able to come up with a comprehensive list of services, so I would be happy for no response to be provided for “other support services””

The University of Leeds holds this information, which is disclosed in the attached PDF. Some information is not held or is being withheld under the terms of the FOI Act. Details are set out in full in the attached document.

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
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