Dear

Freedom of Information Response (Our Ref: K/21/088)

Thank you for your Freedom of Information (FOI) request dated 13 February 2021, reference K/21/088.

Your request read:

“Over the past four years (2017, 2018, 2019, 2020) at this University:
• how many complaints did this University receive alleging transphobia by a student or staff member (differentiate between each)
• how many of the complainants were students, staff, or members of the public
• how many of these complaints were investigated
• how many of these complaints led to compensation being offered to the complainant, and to what value in pounds sterling
• how many of these transphobia complaints led to disciplinary action against the perpetrator.

This data will include a categorisation of what the complaint concerned (social media comments, in-person comments, published academic work, an event being held on campus, other), and categorisation of the disciplinary action, as long as this does not exceed the working hours limit for collecting the data.”

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

The information we hold is recorded in two different locations. Information in relation to complaints made about students, and reports made via our online reporting tool is held by the Student Cases Team. Information in relation to complaints made about members of staff is held by the HR department.

Information held by the Student Cases Team

In 2018, three reports of transphobia were made via the online reporting tool. Of these, two were from students, and one was from a member of staff. In 2020, one report was made via the online reporting tool. This was from a student. Reports made via the tool are anonymous and do not need to be made by the person targeted by the incident. As such, it is not possible for us to conduct an investigation into incidents which are reported in this way. We therefore do not hold any information which addresses your fourth and fifth questions in relation to these cases.

Two formal complaints were made to the Student Cases Team in the timeframe of your request. One complaint was submitted in April 2018, and one in February 2019. Both complaints were investigated. Due to the very small number of cases which are
relevant to your request, we are withholding information in relation to their outcomes, in order to protect the identities of those involved, under section 40(2) of the Freedom of Information Act. 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.

**Information held by the HR department**

Two formal complaints were made to the HR department in the timeframe of your request. One complaint was submitted in August 2019, and one in April 2020. Both complaints were investigated. One investigation is ongoing. As outlined above, we are withholding the outcome in the remaining case under section 40(2).

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.

Yours sincerely

**Chloe Wilkins**
Freedom of Information Officer

Secretariat
University of Leeds