

From: [removed] **On Behalf Of** Freedom of Information

Sent: 28 June 2021 12:31

To:

Subject: Freedom of Information Response (Our Ref: K/21/205)

Dear

Freedom of Information Response (Our Ref: K/21/205)

Thank you for your Freedom of Information (FOI) request dated 25 April 2021, reference K/21/205. Please accept our sincere apologies for the delay in providing a response to your request.

Your request read:

“I am writing to you under the Freedom of Information Act 2000 to request the attached information. Please provide the information using the attached form. If it is not possible to provide the information requested due to the information exceeding the cost of compliance limits identified in Section 12, please provide advice and assistance, under the Section 16 obligations of the Act, as to how I can refine my request.

If you can identify any ways that my request could be refined I would be grateful for any further advice and assistance.”

The University of Leeds holds some of this information. Please see the responses to your request in the attached form you have provided.

Please note that the Freedom of Information Act 2000 entitles you to request recorded information which you believe a public authority holds. Question seven of your request does not seek recorded information. Therefore, we are unable to provide information on this element of your request.

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.