Dear

**Freedom of Information Response (Our Ref: K/21/367)**

Thank you for your Freedom of Information (FOI) request dated 23 July 2021, reference K/21/367.

Your request read:

“I would be grateful if you could provide me, under the Freedom of Information Act, details of the CEDARS 2021 survey results.

Including, if possible,
1. Number of respondents
2. Percentage of respondents based on actual staff numbers
3. How the analysis was undertaken.”

The University of Leeds holds this information. For your convenience we have responded to each of your questions in turn below.

1. **Number of respondents**

We had 191 responses to the survey

2. **Percentage of respondents based on actual staff numbers**

The survey was open to all researchers; managers of researchers, and; those working in researcher support/professional services. We estimate that a total of 3100 members of staff fit within these categories. Our response percentage was therefore 6%.

3. **How the analysis was undertaken.**

The survey is designed and run by Vitae as part of the national work to support the Researcher Development Concordat and HR Excellence in Research Award. Vitae run the UK application process. As signatory to the Concordat and paying members of Vitae we are given access to the survey to run at Leeds. The survey is hosted on the Online Surveys platform (formally Bristol Online Surveys) and was open from 1 June 2021 until 30 June 2021.

For the analysis, we take the raw data and create averages for each question. We also compile responses from the free text boxes to look for trends and common themes coming through. Responses to the survey are anonymous but we always check the free text boxes to ensure any potentially identifying information, shared by the respondents, is omitted or redacted before results are shared. The full analysis
will be finished in September and results made publicly available. We take these to
our Researcher Development Steering Group which reports to Research and
Innovation Board. The findings of the survey help us to evaluate progress on our
Concordat action plan and develop new actions/initiatives in researcher
development.
In addition, the results from Leeds go towards the national benchmarking performed
by Vitae. These results are published in September at the Vitae Conference and
made publicly available.

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