Dear

Freedom of Information Response (Our Ref: K/21/380)

Thank you for your Freedom of Information (FOI) request dated 4 August 2021, reference K/21/380.

Your request read:

"Thanks very much for your response to my request (K/21/357). It is much appreciated.
You say in the reply that: "On (rare) occasions when persons are found on the premises who are not supposed to be there, security staff have required them to leave with no further investigation taking place."
Could you please tell me how many such "occasions" have occurred in the years previously requested?"

The “years previously requested” are 2019/20 and 2020/21.

The University of Leeds may hold some of this information. However, we are refusing your request under section 14(1) of the Freedom of Information Act. Section 14(1) sets out that public authorities such as the University of Leeds do not have to comply with FOI requests where the request, or its impact on a public authority, cannot be justified. We have set out below an outline of the information we do and do not hold, and where the burden associated with your request sits.

We use a system called Sentinel to record incidents which require a response from security. However, we do not categorise or collate the number of times security have asked an individual to leave premises where it has been established or suspected that they should not be there. This information would be recorded within free text fields, and there is no requirement for Security Officers to record incidents using particular words or phrases. It is unlikely that every incident of someone being asked to leave campus would have occurred in isolation; it is more likely that someone was asked to leave as part of a wider security incident or complaint.

As such, the only means of establishing the number of occasions which fall within the scope of your request would be to conduct a manual review every entry recorded in Sentinel. There are no codes or keywords which could be used to run an automated search. A manual review would therefore be required. Each year, thousands of reports are entered into Sentinel. It would therefore take many hours (we estimate more than 40 hours) to review the records we hold, with no guarantee that we would be able to provide a definitive response. This clearly demonstrates the burden which would be placed upon the University by responding to your request.
All parts of the University including our Security team, continue to predominantly work remotely, and in the face of the ongoing coronavirus pandemic which continues to present challenges. It is essential that we protect our ability to carry out our normal business activities, including supporting students’ safe and secure university experience. Although we appreciate that there is a general interest in how the University of Leeds responds to security incidents on campus, we do not consider there to be sufficient public interest in the information you have request to justify the burden it would place on the University.

As outlined in the response provided to K/21/357, we can anecdotally advise that it is rarely necessary for security to ask people to leave campus. There is no suggestion of which we are aware, either from students or other members of the university community (or general public), that campus interlopers are a known or significant problem. As such, we do not consider there to be sufficient public interest in the information you have requested to outweigh the very significant burden responding would place on the University.

We hope this information is helpful. If you have any questions about this email, however, please do not hesitate to contact us on foileaks.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: foileaks.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