



University  
of Glasgow

Our ref: Fol Review 2009/184 –F0076448

26 November 2009

Mr James Watson  
Request-18757-ea81b8e6@whatdotheyknow.com

Dear Mr Watson,

#### **Freedom of Information (Scotland) Act 2002 – Review Outcome**

I write with regard to your request for a review of the University's response to your Freedom of Information request (Our Ref Fol 2009/184 –F0076448). Your areas of concern relate to:

***Your question 5 was "According to the high level plan the target completion date for Phase 1 was August 2008. Was this achieved? If not when was this phase completed? If this phase was not completed on time what were the reasons?" The response provided was that Phase 1 was concluded at the end of August 2008 with the decision to enter a pre-contract due-diligence phase. You claim that the response provided to your question 5 is inconsistent with an earlier response dated 19 October in relation to a request for a review of Fol review 2009/166-F0072674. This stated that "Phase 1 encompassed that part of the project prior to the contract with the supplier being signed i.e. including the due diligence."***

***You have also requested that the figures provided in response to your question 1 be checked and that you are provided with an accurate response. In that question you requested information about the actual expenditure against each item listed in Appendix C to the Review of Student Administrative Processes submitted to the Senior Management Group of the University on 26 June 2007.***

The University has reviewed your request and the response you were sent on 28 October 2009. The principal activities constituting Phase 1 as originally envisaged are detailed in the paper presented to the Senior Management Group on 26 June 2007. These activities included the review and measurement of third party solutions to enable options to be provided and an informed decision taken as to whether the features required could be delivered by one or more third party packages. A solution

was selected by the August 2008 target date, but a decision was taken by the Project Board on 10 September 2008 to extend this phase and to carry out supplementary work before finalising any contract. This supplementary work, which was completed in May 2009, comprised a more detailed review of the University's requirements and validation of those requirements against the solution which had been identified by the original target date. The review comprised the series of design workshops referred to in the 10 September minute of the Project Board.

The figures provided in response to question one of your request have, therefore, been revised and are detailed below.

<b>Description</b>	<b>Total estimated (£) to 31/8/08</b>	<b>Total actual (£) to 31/5/09</b>
<b>Staff</b>		
Project Director	30,000	76,771.11
Project Assistant	31,500	51,667.35
Senior Analyst/ Programmer x 2	112,000	30,080
Functional Experts	200,000	94,782.85
Experienced specialist – external resource	220,000	235,482.51
Specialist Consultants	13,000	298,774.01
<b>Software</b>		
Process Mapping Tool	25,000	Nil
Annual Maintenance	4,000	Nil
Server that will host product	3,000	Nil
Training	6,000	Nil
Consultancy support	2,000	Nil
<b>Other costs</b>		
Workshops catering	3,500	6643.98
Visits to UK & International universities	3,600	14179.73
<b>Overall total estimated cost</b>	<b>653,600</b>	<b>808,017.93</b>

Please note that in the table provided in our original response to your question one, the date noted as 31 August 2009 should have read as 31 August 2008. We apologise for this error.

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Breach of copyright law is an actionable offence and the University expressly reserves its rights and remedies available to it pursuant to the CDPA and common law. Further information on copyright is available at the following website:

<http://www.ipso.gov.uk/copy.htm>

I confirm that this letter signifies the end of the University's internal procedures. If you remain dissatisfied with the outcome of this review you can appeal to the Office of the Scottish Information Commissioner at the following address:

Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St. Andrews  
Fife KY16 9DS

Tel: 01334 646610

Email: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

Please be advised there is a right of appeal to the Court of Session against the Commissioner's decisions, but only on a point of law.

Yours sincerely,

Dr Anne B Mitchell  
Corporate Projects Manager