



Mr Andrew Montford

by email

Reference: FOI-2009-21

20 March 2009

Dear Mr Montford,

I write further to your FOI request which was received on 12 February 2009 and my response of 12 March 2009 in respect of which you have requested clarification.

Your original request was as follows:

*"I am interested in a body called the Cambridge Media & Environment Programme. I understand that before 2004 this body was part of the University Geography Department, when it may have operating as the "University of Cambridge Media & Environment Programme". I will refer to the body as CMEP henceforth, and I mean the acronym to cover the body with either of these titles.*

*I have copies of two invoices from Cambridge University Department of Earth Sciences to the Tyndall Centre at UEA (Nos LB95953 and LC51860) which are for "Donations in support of the University of Cambridge Media and Environment Programme".*

*I am interested in the financial records of CMEP.*

- i. Were there separate financial records for CMEP - i.e. was there a separate legal entity? If not, was there a cost or revenue centre or perhaps a project code? Please provide details of these as applicable. I assume that since the monies were provided for a specific purpose, they cannot simply have been subsumed in general funds. Then from the legal entity/cost/revenue centre/project code, please provide the following information.*
- ii. Please provide annual totals of all income by source (i.e. legal entity/customer etc) of CMEP for periods from 2001/2 onwards. I gather that in 2004 CMEP ceased to be part of the University. Please provide all receipts of which you have a record.*

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- iii. *Please provide details of annual expenditure for CMEP. Annual totals per nominal ledger code would suffice. Again I assume that you will only have these up to 2004/5.*
- iv. *At the point CMEP ceased to be part of the university, there may have been assets, including cash, transferred to the new external body. Please provide details of any such payments or asset transfers.*
- v. *In periods since CMEP ceased to be part of the university, please give details of any payments made to CMEP. Annual totals will suffice.*

In response to your email of 12 March 2009, I have further reviewed the position and can confirm that the CMEP has never been treated in the University's books as a separate cost or revenue centre, either under a project or ledger code, or otherwise.

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 this decision, you should write to the Administrative Secretary, quoting the reference above, at the Secretariat, The Old Schools, Cambridge, CB2 1TN. If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision. Generally, the Information Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by the University. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Yours sincerely,

Kirsty Allen