



Mr Bruce Beckles

by email

23rd February 2009

Reference: FOI-2009-13

Dear Mr Beckles,

Your request was received on 26 January 2009 and I am dealing with it under the terms of the Freedom of Information Act 2000 (FOIA).

Please find below your request, followed by the University's response.

You asked:

In accordance with point 16 of the white paper "Review of disciplinary, dismissal, and grievance procedures: A White Paper" (dated 24 November 2008), the University held a number of open meetings with its staff. In at least one of these meetings staff were told that at least part of the purpose of these meetings was to consult with staff and elicit their feedback on the proposed changes.

Therefore, please supply the following:

- 1) Any notes, minutes, etc. - whether handwritten, electronic or in any other form - made by the University at, or as a result of, these meetings for the purposes of consulting with staff and/or gathering their feedback on the proposed changes.*
- 2) If there are notes, minutes, etc. (in whatever form) of these meetings that were made by the University for some other purpose, please supply those as well.*
- 3) Any notes, documents, etc. (in whatever form) that have been produced by the University as a result of these meetings that contain or collate any of the feedback from staff that they gave at these meetings.*

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UNIVERSITY OF CAMBRIDGE

Secretariat

Anything in the above that cannot be supplied to me due to the restrictions of the Freedom of Information Act 2000 or the Data Protection Act 1998 is to be redacted."

The University does not hold the information requested. Notes were not taken at the open meetings nor were minutes produced. A presentation given at the meetings can be found on the Human Resources web page at www.admin.cam.ac.uk/offices/hr

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