

James MacPherson
request-927xxxxxxxxxxx@xxxxxxxxxxxxxxxxxxx

9 December 2011

Our Ref: FOI 2011/299 – F0184958

Dear Mr MacPherson,

Re: Freedom of Information (Scotland) Act 2002 – Request for Information

Thank you for your email which was received by the University on 10 November 2011 timed 09:39 hours, requesting the following information:

**“1. I am interested to know the name and job title of the person who authorised the purchase order for the procurement of the new Research System from Agresso?
2. What is the composition of the Project Board overseeing the implementation of the new Research System?
3. Will you please send me minutes of all meetings of the Project Board overseeing the implementation of the new Research System?”**

University’s Response

1. I am interested to know the name and job title of the person who authorised the purchase order for the procurement of the new Research System from Agresso?

The purchase order was approved by the following people due to the value of the contract:
Robert Speir, Group Financial Controller
Robert Fraser, Finance Director
David Newall, Secretary of Court
Central Purchasing - Julia Kerr, Deputy Head of Purchasing
Purchasing officer - Fiona Jamieson, Finance Directorate Secretary

2. What is the composition of the Project Board overseeing the implementation of the new Research System?

Transforming Research Management Project Board
Mr. Robert Fraser, Director of Finance (Convener)
Professor Steve Beaumont, Vice Principal, Research & Enterprise
Ms. Joanne Hulley, Head of Research Support, Research Support Office
Mr. Gordon Scott, Human Resources Policy Development Manager
Dr. Catherine Martin, College Secretary, Arts
Ms. Louise Virdee, College Research Manager, Social Sciences

DATA PROTECTION AND FREEDOM OF INFORMATION OFFICE

Main Building, University of Glasgow, Glasgow G12 8QQ
Data Protection: Telephone: 0141-330-3111 E-Mail: ~~xxx~~
Freedom of Information: Telephone: 0141-330-2523 E-Mail: foi@gla.ac.uk
The University of Glasgow, charity number SC004401

Ms. Alice Gee, Head of Research Administration, College of Medical, Veterinary and Life Sciences

4 College Deans of Research:

Professor Muffy Calder, College of Science & Engineering

Professor Adrienne Scullion, College of Arts

Professor Graeme Milligan, College of Medical, Veterinary and Life Sciences

Professor Catherine Schenk, College of Social Sciences

3. Will you please send me minutes of all meetings of the Project Board overseeing the implementation of the new Research System?

Please find attached as Appendix A the minutes of the only Project Board meeting held to date. Names of attendees external to the University have been redacted as (a) they are considered as personal data as defined in the Data Protection Act 1998, and (b) the release of the information would be in breach of the data protection principles, in particular:

- 1st Principle [Fair and Lawful processing];
- 2nd Principle [Reason for Processing];
- 6th Principle [Data Subject Rights], and
- 8th Principle [Transfer of personal data]

as defined in the Data Protection Act 1998. Therefore the exemption from release of the information applies as specified under sections 38(1)(b) and 38(2) of the Freedom of Information (Scotland) Act 2002. This exemption is an absolute exemption under the Freedom of Information (Scotland) Act 2002.

The supply of documents under the terms of the Freedom of Information (Scotland) Act 2002 does not give the applicant or whoever receives the information any right to re-use it in such a way that might infringe the Copyright, Designs and Patents Act 1988 (for example, by making multiple copies, publishing or otherwise distributing the information to other individuals and the public). The Freedom of Information (Scotland) Act 2002 (Consequential Modifications) Order 2004 ensured that Section 50 of the Copyright, Designs and Patents Act 1988 ("CDPA") applies to the Freedom of Information (Scotland) Act 2002 ("FOISA").

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.ipo.gov.uk/copy.htm>

Your right to seek a review

Should you be dissatisfied with the way in which the University has dealt with your request, you have the right to require us to review our actions and decisions. If you wish to request a review, please contact the University Secretary, University Court Office, Gilbert Scott Building, University of Glasgow, Glasgow, Scotland G12 8QQ or e-mail: xxx@xxx.xx.xw within 40

working days. Your request must be in a recordable format (letter, email, audio tape, etc). You will receive a full response to your request for review within 20 working days of its receipt.

If you are dissatisfied with the way in which we have handled your request for review you may ask the Scottish Information Commissioner to review our decision. You must submit your complaint in writing to the Commissioner within 6 months of receiving the response to review letter. The Commissioner may be contacted as follows:

The Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS
Telephone: 01334 464610
Fax: 01334 464611
Website www.itspublicknowledge.info
E-mail: enquiries@itspublicknowledge.info

An appeal, on a point of law, to the Court of Session may be made against a decision by the Commissioner.

For further information on the review procedure please refer to (<http://www.gla.ac.uk/services/dpfoioffice/policiesandprocedures/foisa-complaintsandreview/>)
All complaints regarding requests for information will be handled in accordance with this procedure.

Yours sincerely,

Data Protection and Freedom of Information Office