



University  
of Glasgow

Wolfram Bayer  
request-24199-7ced7e83@whatdotheyknow.com

6 January 2010

Our Ref: FOI 2009/205 – F0080188

Dear Mr Bayer,

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

Thank you for your email which was received by the University on 3 December 2009 timed 12:31 hours, requesting the following information:

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1. For Phase I of the Student Lifecycle Project you were allocated £650,000 but you spent £808,017. With regard to this:

- a. Could you please let me know when the Project Board was notified of the need for extra funds?
- b. Could you please send me the case that was made for the additional funds and the minutes of the Project Board meeting where this was discussed.
- c. Who approved the additional funds? Please provide me with the relevant case that was made and the minutes of the meeting where this case was discussed and approved.

2. In your proposal "Review of Student Administrative Processes" that was submitted to the University's Senior Management Group meeting of Tuesday 26 June 2007, you stated: "The present development strategy of continued enhancement and technology refreshes of the in house system, with a relatively small development resource (annual cost of approximately £700K) and tackling high priority areas only, is not a viable option given the pace at which business change is required."

Could you please let me know what will be the annual running cost of the new system?

3. How do you measure the viability of this project? By this I mean under what circumstances the University will decide to terminate this Project?

**DATA PROTECTION AND FREEDOM OF INFORMATION OFFICE**

Main Building, University of Glasgow, Glasgow G12 8QQ

Data Protection: Telephone: 0141-330-3111 E-Mail: [data.protection@gla.ac.uk](mailto:data.protection@gla.ac.uk)

Freedom of Information: Telephone: 0141-330-2523 E-Mail: [foi@gla.ac.uk](mailto:foi@gla.ac.uk)

The University of Glasgow, charity number SC004401

4. Have you assessed the maximum amount of money that the University will be able to allocate to this project?
  5. What are the fall back plans if the University is not able to continue with this project?
  6. When was legal advice sought for the Student Lifecycle Project? What were the legal fees?
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#### **University's Response**

**1. For Phase I of the Student Lifecycle Project you were allocated £650,000 but you spent £808,017. With regard to this:**

- a. Could you please let me know when the Project Board was notified of the need for extra funds?**
- b. Could you please send me the case that was made for the additional funds and the minutes of the Project Board meeting where this was discussed**
- c. Who approved the additional funds? Please provide me with the relevant case that was made and the minutes of the meeting where this case was discussed and approved.**

The full minute of the Project Board meeting of 10/09/08 can be seen in Appendix A. Any exemptions that have been applied are listed in the Schedule of Documents located in Appendix B.

The relevant extract of that minute states that:

"The remainder of the current budget from the procurement phase would be utilised towards the due diligence costs for supplier and additional external contractor costs. The cost of the due diligence phase would be determined as part of the initial planning."

The Secretary of Court and the Finance Director approved the continuation of the budget as the work in question would have been required in the subsequent implementation services contract.

**2. In your proposal "Review of Student Administrative Processes" that was submitted to the University's Senior Management Group meeting of Tuesday 26 June 2007, you stated: "The present development strategy of continued enhancement and technology refreshes of the in house system, with a relatively small development resource (annual cost of approximately £700K) and tackling high priority areas only, is not a viable option given the pace at which business change is required."**

**Could you please let me know what will be the annual running cost of the new system?**

The business as usual model is being developed and therefore annual running costs have not been finalised. Accordingly, the University of Glasgow does not hold the information that you have requested and is not aware of any other public authority that could respond to your

request. Section 17 of FOISA states that where public authorities receive requests for information that they do not hold, they must issue a notice advising that they do not hold the requested information.

**3. How do you measure the viability of this project? By this I mean under what circumstances the University will decide to terminate this Project?**

The University of Glasgow does not hold the information that you have requested and is not aware of any other public authority that could respond to your request. Section 17 of FOISA states that where public authorities receive requests for information that they do not hold, they must issue a notice advising that they do not hold the requested information.

**4. Have you assessed the maximum amount of money that the University will be able to allocate to this project?**

The budget which has been allocated to cover the cost of the project, including internal staff commitments, is £13.2m.

**5. What are the fall back plans if the University is not able to continue with this project?**

The University of Glasgow does not hold the information that you have requested and is not aware of any other public authority that could respond to your request. Section 17 of FOISA states that where public authorities receive requests for information that they do not hold, they must issue a notice advising that they do not hold the requested information.

**6. When was legal advice sought for the Student Lifecycle Project? What were the legal fees?**

At the commencement of contract negotiations, following completion of due diligence, the University lawyers provided legal advice and assisted throughout all contract discussions.

The legal fees charged totalled £9274.50.

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

Yours sincerely,

Data Protection and Freedom of Information Office