

PRIVATE AND CONFIDENTIAL

Peter Maxwell

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27 July 2012

Dear Mr Maxwell,

Request for Review: SFC Correspondence

I refer to your emailed request received 20th June 2012 to Edinburgh Napier University ("the University") to review its decision notified on the 10th of May 2012 in relation to your original request for information, which was submitted by email on 1st April 2012.

In your email, you request a review of the University's response. I have reviewed the process by which the University responded to your request and my findings are outlined below.

Review Decision

In your email dated 1st April 2012 you requested the following information:

- copy of all correspondence, whether by letter or email, between Napier University and the Scottish Funding Council that pertains to the disposal of the Craighouse campus;
- any documentation or other records supplied to or received from the Scottish Funding Council by Napier University in relation to the Craighouse campus; and
- any minutes of meetings held between Napier University and the Scottish Funding Council pertaining to Craighouse campus.

In the University's response of the 10th May 2012 we provided the following information to you:

- Letter dated 11th March 2008 from Edinburgh Napier University to SFC
- Letter dated 24th April 2008 from SFC to Edinburgh Napier University
- Letter dated 7th May 2008 from Edinburgh Napier University to SFC
- Letter dated 8th May 2008 from SFC to Edinburgh Napier University
- Letter dated 23rd May 2008 from SFC to Edinburgh Napier University
- Letter dated 30th May 2008 from Edinburgh Napier University to SFC
- Letter dated 11th July 2008 from Edinburgh Napier University to SFC
- Letter dated 30th July 2008 from SFC to Edinburgh Napier University
- Letter dated 1st September 2008 from Edinburgh Napier University to SFC
- Letter dated 16th October 2008 from SFC to Edinburgh Napier University
- Letter dated 18th March 2011 from Edinburgh Napier to SFC

We explained that the University does not hold any other relevant records to your request.

With regards documents which were referenced in the letters, these were not attached to the letters and are not information the University holds. If you require a copy of documents such as the "*Procedure notes for the disposal of exchequer funded assets and the retention of proceeds*" or the "*SFC's Financial Memorandum*" we would advise that you contact the Scottish Funding Council where the documents originate from.

Your right to seek an appeal

If you are dissatisfied with the outcome of this review you have the right under the FOISA to appeal to the Scottish Information Commissioner. If you wish to do so, you must appeal to the Commissioner within six months following the date of receipt of the review notice (that is, within six months following the date of the receipt of this letter). The Commissioner's contact details are as follows:

The Scottish Information Commissioner
 Kinburn Castle
 Doubledykes Road
 St Andrews, Fife
 KY16 9DS
 Email: enquiries@itspublicknowledge.info

You also have the right to appeal to the Court of Session on a point of law following a decision of the Commissioner.

Yours sincerely

David Cloy
Assistant Secretary