

Ewan McLean
request-600xxxxxxxxxx@xxxxxxxxxxxxxxxx.xxx

11 February 2011

Our Ref: FOI 2011/22 – F0127508

Dear Mr McLean,

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

Thank you for your email which was received by the University on 26 January 2011 timed 14:07 hours, requesting the following information:

Request:

‘- For the last three years available. how much revenue has been raised from library fines, and how much of this has been reinvested in library facilities.

-Does the cost of printing on campus reflect the actual cost price to the university, or is revenue raised from this?

-For the last three years available, what was the cost of graduation ceremonies, and how much revenue was raised by graduation fees paid?

-The cost of Moodle for the last three years available

-The cost of the student email system for the last three years available.’

Clarification:

‘The cost of printing on campus’ – do you require information solely in relation to the student printing services within the University Library?

‘Yes, just library printing’.

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

University's Response

For the last three years available how much revenue has been raised from library fines and how much of this has been reinvested in library facilities?

Library Income from fines

- 2009/2010 £93,915
- 2008/2009 £94,329
- 2007/2008 £93,047

Fines income is part of the Library budget, and is used to maintain expenditure on Library books and other resources, and on Library services and facilities, however the University does not record the amount reinvested in library facilities from revenue generated from library fines. Therefore, The University of Glasgow does not hold the information that you have requested regarding the reinvestment of revenue raised from library fines into library facilities 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.

Does the cost of printing on campus reflect the actual cost price to the university, or is revenue raised from this?

The total cost of printing to students reflects ongoing consumables and capital replacement activities.

For the last three years available, what was the cost of graduation ceremonies, and how much revenue was raised by graduation fees paid?

The University of Glasgow does not hold the information that you have requested regarding the cost of graduation ceremonies 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.

The University does not charge graduation fees as such, however, all students proceeding to graduation after examination who are not already members of the General Council (www.gla.ac.uk/registry/students/graduation/generalcouncil) are required to enrol as members of the Council and pay the membership fee.

The amount collected by the University from General Council fees

- 2009/2010 £288,683.74
- 2008/2009 £246,368.64
- 2007/2008 £233,562.00

The cost of Moodle for the last three years available

The University of Glasgow does not hold the information that you have requested regarding the total cost of Moodle, which includes both IT costs and staffing costs, 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. However, costs in relation to Moodle servers over the past 3 academic years were as follows:

- Maintenance costs: £7447.89 + VAT per year
- Backup costs: £1000 per year

Please note that the figure for backup costs is an approximate amount, as storage discs are a consumable spend.

The cost of the student email system for the last three years available

The University has estimated that the cost of responding to your request for the cost of the student email system will exceed the fee limit as set out in the Freedom of Information (Fees for Required Disclosure) (Scotland) Regulations 2004. As a result, we are not obliged to provide a response. The fee limit set down by the Regulations is £600, and in this instance this equates to a combination of staff time capped at a rate of £15 per hour plus the reproduction of documents at the rate of 10p per A4 sheet. It is estimated that in order to reproduce the information requested would exceed the prescribed cost limit of £600.

Please be advised that a modified request will be given due consideration. Any modification of your request will be treated as a new request for the purposes of 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.x 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