

Finn Kelvin  
request-905xxxxxxxxxxx@xxxxxxxxxxxxxxxxxxx.xxx

23 November 2011

Our Ref: FOI 2011/281 – F0182026

Dear Mr Kelvin,

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

Thank you for your email which was received by the University on 22 October 2011 timed 17:04 hours, requesting the following information:

**“In Appendix G of an FOI request, Suitability of of Campus Solutions - Student Lifecycle Project by John Ferguson ([http://www.whatdotheyknow.com/request/suitability\\_of\\_of\\_campus\\_solutio](http://www.whatdotheyknow.com/request/suitability_of_of_campus_solutio)), there is the reference to two independent reports about university services.**

**In Appendix 1 of another FOI request Business Case for Review of Student Administrative Processes by James Watson ([http://www.whatdotheyknow.com/request/business\\_case\\_for\\_review\\_of\\_stud](http://www.whatdotheyknow.com/request/business_case_for_review_of_stud)), these two reports are used by Mr D. Newall as the foundation to instigate the Student Lifecycle Project.**

**In the Response of another FOI request, Background information about the Student Lifecycle Project again by James Watson ([http://www.whatdotheyknow.com/request/background\\_information\\_about\\_the](http://www.whatdotheyknow.com/request/background_information_about_the)), it is stated that the Information Policy and Strategy Committee approved the £30,630.69 cost of the two reports.**

**I would like to know who the members of the IPSC were at the time of the approval of the aforesaid expense.**

**I would like to see a copy of each of the reports.**

**I would like to see the remit given to each consultant prior to them commencing their review.**

**In addition, for each report (i.e. separately), please supply:  
a) the submission date of the report.**

**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](mailto:foi@gla.ac.uk)

The University of Glasgow, charity number SC004401

**b) the date that the report was submitted to the SMG for review.  
c) the date that the report was submitted to the University Court  
for review.”**

### **University's Response**

**I would like to know who the members of the IPSC were at the time of the approval of the aforesaid expense.**

The members of IPSC in July 2006 were Professor Noreen Burrows, Mr Robert Fraser, Dr Martin Macauley, Mr Sandy Macdonald, Mr David Newall, Professor Andrea Nolan, Professor Stuart Reid and Professor David Saxon.

**I would like to see a copy of each of the reports.**

Please find the reports in appendices 1 and 2 attached

**I would like to see the remit given to each consultant prior to them commencing their review.**

Please find the remits in appendices 1a and 2a attached.

**In addition, for each report (i.e. separately), please supply:**

**a) the submission date of the report.**

The report attached as Appendix 1 was submitted on 29 November 2006.

The report attached as Appendix 2 was submitted on 15 May 2007.

**b) the date that the report was submitted to the SMG for review.**

The content of the reports informed a paper submitted for review at the SMG meeting on 26 June 2007.

**c) the date that the report was submitted to the University Court  
for review.”**

The report was not submitted to Court for review.

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<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.xx](mailto:xxx@xxx.xx.xx) 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](http://www.itspublicknowledge.info)  
E-mail: [enquiries@itspublicknowledge.info](mailto: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