

Kirsteen M Fraser
request-735@~~xxx~~

8 June 2011

Our Ref: FOI 2011/148 – F0146903

Dear Ms Fraser,

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

Thank you for your email which was received by the University on 31 May 2011 timed 22:23 hours and subsequent clarification emails received 3 June timed 13:07 hours and 7 June timed 15:39 hours, requesting the following information:

“I would like the full expenses and remuneration of the following positions, (and their equivalent positions prior to the University of Glasgow’s recent restructuring) for the past five years.

**Principal
All Vice-Principals
All Heads of Colleges
Chancellor
Secretary of Court
Director of Corporate Communications
Director of Human Resources
Director of Finance**

These expense reports should include and not be limited to:

Details of equipment bought to support them in their duties; this can include mobile phones (including mobile phone contracts), desktops, laptops, tablet computers (iPads or similar), printers and office equipment.

Expense of any modifications to, or services funded at their homes, to assist them in their duties: this includes purchase and installation of computers, extra phone-lines, broadband subscription, telephone line rental, etc.

Newspaper, magazine or journal subscriptions.

Television subscriptions.

Membership fees of any organisations.

Travel expenses, both within the UK and overseas.

Subsistence, meal allowance and associated costs, within the UK and overseas.

Entertainment, including but not limited to, food & drink, accommodation, tickets for entertainment or events, entry fees, payments made to third party entertainment organisers and business gifts

I would also like the details of any recruitment costs incurred when hiring any of the as listed Senior Management group members.”

Clarification provided:

Recruitment costs

‘Recruitment costs as in - costs of advertising said position, screening of applicants, candidate management and offer negotiation, administration and interview logistics, and other relevant costs in recruiting someone to the SMG of the University of Glasgow.’

Senior Management Group members

Any recruitment costs (definition as above) involved in recruiting all staff who are currently members of SMG, irrespective of when they were recruited and what post they were initially recruited for, e.g. a member of staff may have started in the University several years before they took up a position on the SMG.

As the University of Glasgow is a Scottish Public Authority, your request is subject to the terms of the Freedom of Information (Scotland) Act 2002 (“FOISA”). The University acknowledges receipt of your request and confirms a response will be sent to you promptly; and in any event not later than 1 July 2011. The Freedom of Information Office will contact you if we require any further information.

Yours sincerely,

Data Protection and Freedom of Information Office



The information that you supplied with your Request for information will be entered into a filing system and will only be accessed by authorised persons of the University of Glasgow or its agents. The information will be retained by the University and will only be used for the purpose of (a) processing your Request for information, and (b) for statistical and audit purposes. By supplying such information you consent to the University storing the information for the stated purpose. The information is held by the University in accordance with the provisions of the Data Protection Act 1998.

