

23 March 2020

Dear Adam,

**Freedom of Information (Scotland) Act 2002**  
**Our Ref: 110-20**

I write in response to your enquiry received on 16 March 2020, in which you ask for information to be released, under the Freedom of Information (Scotland) Act 2002 ("the FOISA").

The University's response

1. The subsidies provided by the university, to external bus companies operating university bus routes, for the last 5 complete academic years (2014/15 to 2018/19), broken down by the following where possible:

- Student travel
- University staff travel
- Any other subsidy provided

The University provided no subsidies.

2. The expenditure on, and income from, any university provided bus services, including shuttle buses, for the last 5 complete academic years (2014/15 to 2018/19), broken down by the following where possible:

- Student travel
- University staff travel
- Bus staff salary
- Equipment costs, covering vehicles and facilities
- Any other operating costs.

The University operates an evening shuttle bus service, which transports students from University buildings to University managed accommodation; the costs for this service are incorporated into the charges for University managed student accommodation.

Area of spend	Year	2014-15	2015-16	2016-17	2017-18	2018-19
External Printing Costs		-	-	-	£39.50	-
Advertising And Publicity		£74.25	-	-	-	£28.90
Coach Hire		£42,080.00	£49,920.00	£51,514.75	£37,250.00	£69,525.00

3. The number of complaints received by the university regarding university bus services, for the last 5 complete academic years (2014/15 to 2018/19).

None.

### Your right to seek a review of how your information request was managed

If you are not satisfied with the University's response and/or our reasoning set-out above, you have the right to request a review of our decision. The timelines in which this right is available are set out in section 20(5)(a) and (b) FOISA. In broad terms the right to seek a review must be exercised within 40 working days of receiving this response.

Any request for review should be put in writing or some other permanent form e.g. an e-mail and should be sent to the University of St Andrews, through the contact details provided below.

A request for a Review should:

- a) state your name and address;
- b) describe the nature of your original request; and
- c) explain the reasons why you are dissatisfied with our response.

Freedom of Information / Environmental Information  
University of St Andrews  
Butts Wynd (Building)  
St Andrews  
Fife  
KY16 9AJ

Email [foi@st-andrews.ac.uk](mailto:foi@st-andrews.ac.uk)  
Telephone +44(0)1334 462776

If you remain dissatisfied with how your request for information has been dealt with following Review, you also have the right to apply to the Scottish Information Commissioner (SIC) for a decision. In the event of an appeal to the SIC, the Commissioner will generally only be able to investigate the matters raised in the request for review.

Details on how to make an appeal online to the SIC can be found on their website:  
<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>

Alternatively, you can contact the SIC by post, telephone or email at:

Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St Andrews  
Fife KY16 9DS

Telephone: 01334 464610  
E-mail: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)  
Website: [www.itspublicknowledge.info](http://www.itspublicknowledge.info)

This concludes the University's response.

Yours sincerely,

Chris

Christopher Milne  
Head of Information Assurance and Governance  
Office of the Principal  
University of St Andrews