



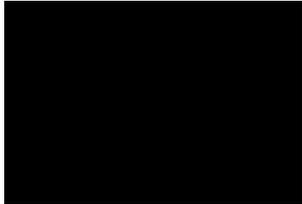
University of East Anglia

Information Services Directorate

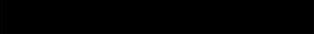
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27 April 2016

Dear 

Freedom of Information Act 2000 – Information Request (Our Ref: FOI_16-097)

We have now considered your request of 15 April 2016 for information relating to expenditure on, and nature of, IT services at UEA. We regret that on this occasion it is not possible to respond as we have determined that the cost of finding and assembling the requested information will exceed the 'appropriate limit', as defined by section 12 of the Act and the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004/3244.

The 'appropriate limit' of £450, which equates to 18 hours' work, relates to a request in its entirety. If the University cannot locate, retrieve and extract some or all of the requested information within the 18 hours we are not obliged to retrieve any of the requested information.

We note that your request was for expenditure across the University. We deploy numerous systems that are administered both by central and local units (i.e. at School or administrative unit level) which number over 30. Additionally, research projects can fund and acquire IT systems and consumables independently.

In order to locate information for the entirety of the University, we would be required to locate information from all these devolved cost centres and research projects. This is due to the fact that whilst we can centrally identify those items that are directly coded to specific IT related accounts codes, it is up to each Faculty finance office and project to code invoices, and it is quite possible that a number of IT consumables may be charged to codes other than the Computer / IT consumables codes.

We have estimated that, if we simply set the number of units affected at 30, it would take only 40 minutes work on the part of each of them to exceed the appropriate limit. It is our belief that this limit would be reached, even without accounting for the large number of research projects in a position to contract for the systems of interest to you.

However, to assist you in providing a request we are capable of answering, were you to limit the request to expenditures that are administered centrally by our Information Services Directorate, we would be in a position to respond to your request. Indeed,

this is exactly what we did, apparently to your satisfaction, last year in request [FOI 15-138](#)¹. Please note that any request(s) arising from this current request will be treated as new request(s) under the Act, rather than a continuation of this current request.

You have the right of appeal against this decision. If you wish to appeal, please set out in writing your grounds of appeal and send to me at the address noted in the heading to this letter.

You must appeal our decision within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner whose [contact details](#)² can be found on their website.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

David Palmer
Information Policy and Compliance Manager
University of East Anglia

¹ https://portal.uea.ac.uk/documents/6207125/8150791/FOI_15-138.pdf/0e4f94d1-789e-443f-9404-b1c989e25caf

² https://ico.org.uk/Global/contact_us