



University of East Anglia

Information Services Directorate

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██████████  
  
01 March 2017

Dear ██████████

**Freedom of Information Act 2000 – Information request (ref: FOI\_17-043)**

We have now considered your request of 16 February 2017 for information relating to the ICT strategy, structure and operations of this institution.

Our response is on pages 2-3 of this letter, together with a copy of your request.

On this occasion, it is not possible to provide all the requested information. In line with your rights under section 1(1)(a) of the Act to be informed whether information is held, we confirm that the University does not hold either an ICT Departmental Business Plan or a ICT Technical Strategy. Further information is on page 2 of this letter.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal 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's Office. Further information is available on their website:

[https://ico.org.uk/Global/contact\\_us](https://ico.org.uk/Global/contact_us), or by telephone on 0303 123 1113.

Please note that any material over which UEA has copyright is released on the understanding that you will comply with all relevant copyright rules regarding reproduction and/or transmission of the information provided.

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

Yours sincerely

Dave Palmer  
Information Policy and Compliance Manager  
University of East Anglia

## Response to Freedom of Information Act 2000 request (FOI\_17-043)

*I would like to submit a freedom of information request for the following document relating to the following ICT Documents*

*Can you please provide me with the latest document to date the organisation holds and please state this within the response..... If the organisation doesn't have a document that covers the current financial year, please provide me with information (month) on when this document will be published or updated. In the response please provide us with the previous document along with publish month of the future document*

*If you feel that your organisation or the department hold other documents that relate to my request or the document above please send them accordingly.)*

1. *ICT Strategy- I require the document that hold future plan and strategy of the organisation's ICT department.*

The Information Services Directorate (ISD) incorporates the University's IT services. The current ISD strategy is available on our website:

<https://portal.uea.ac.uk/information-services/strategy-planning-and-compliance/isd-strategy-2014-19>

2. *ICT Departmental Business Plan*

***[Information not held - s.1(1)(a), Freedom of Information Act]***

Taking a business plan to be a formal statement of business goals, reasons that they are attainable, and plans for reaching them, we do not hold any document between the strategy and programme of works that could be regarded as a separate plan.

Descriptions of goals, justification, and plans for achieving them sit within the strategy and programme of work documents.

3. *ICT Technical Strategy*

***[Information not held - s.1(1)(a), Freedom of Information Act]***

UEA does not hold a technical strategy document separate from the overall strategy noted in our response to question 1 above.

4. *ICT Structure*

The ISD staff structure is available on our website. The ICT staff structure is contained within the ISD staff structure chart:

<https://portal.uea.ac.uk/documents/6207125/6293741/isdstaffingstructure.pdf/>

5. *ICT Capital budgets and programmes*

The capital budget for ICT related expenditure within ISD totals £1,364,186 for the current financial year (2016/17).

Capital expenditure for previous years can be found within UEA's financial accounts: <https://portal.uea.ac.uk/finance/financial-accounts>. These accounts are published annually in December.

The ISD Programme of Work lists our capital programmes and is available on our website here: <https://portal.uea.ac.uk/information-services/strategy-planning-and-compliance/isd-programme-of-work>.

*Lead member: Cabinet Member for ICT and Telecommunications come under. Please can you provide me with their direct contact details including their Full Name, Actual Job Title, Contact Number and Direct Email Address?*

*Can you please provide me with a direct link to this committee?*

The 'lead member' as you define is Jonathan Colam-French, Director of Information Services whose contact details can be found on our website:

<https://portal.uea.ac.uk/information-services/people/profile/list/all/ce>

Links to all UEA committees are listed within our Committee Office webpage here:

<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards>

The link to the UEA committee directly responsible for ICT and telecommunications is presented below:

<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/information-strategy-and-services-committee>