



University of East Anglia

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[REDACTED]

21 February 2018

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_18-046)

We have now considered your request of 16 February 2018 for information relating to the University's committees.

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

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, 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

Ellen Paterson
Information Policy and Compliance Manager
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_18-046)

I would be very grateful if you would provide me with the following information, under the Freedom of Information Act:

- your university's committee structure – preferably in the form of a diagram, although a list or equivalent would be appreciated, if a diagram / structure chart is unavailable;*

The University's committee structure is available on UEA Academic Calendar webpages at:

<https://portal.uea.ac.uk/documents/6207125/7465902/Section+2+Committee+Structure.pdf>

- a copy of the most recently approved terms of reference for the committees included within the committee structure, as described above; and*

The terms of reference for each committee are available on the Committee Office webpages at:

<https://portal.uea.ac.uk/committee-office/uea-standing-orders-and-terms-of-reference>

- a copy of your university's Schedule of Delegated Authority or equivalent document.*

The Schedule of Delegation document is provided in the accompanying pdf file entitled FOI_18-046 Appendix A.