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[REDACTED]

13 March 2019

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_19-036)

We have now considered your request of 30 January 2019 for information relating to the nature and use of office space at UEA, and your clarification of 19 and 27 February defining 'academic department' as a school of study, and 'staff' as the headcount of actual staff.

Our response is on pages 2-3 of this letter, together with a copy of your request and in the attached document, FOI_19-036 Appendix A. Please note that we have now included the data we were unable to provide you within our initial response on 27 February and this should be considered our full and final response. Apologies once again for the delay in concluding our response.

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 40 working days of the date of this letter. In line with section 5.3 of the UK Government's Freedom of Information Act Code of Practice, we are not obliged to accept internal reviews after this date.

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

Dave Palmer
Information Compliance Manager
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI _19-036)

Under the Freedom of Information Act, I would like to request information on the types of offices academic staff work in.

Specifically, for each academic department, could you inform me:

- 1 - The average number of staff in each office;*
- 2 - Whether an Open Plan Office (more than 4 people to an office without permanent walls separating them) is in use;*
- 3 - If an Open Plan Office is used, the date an Open Plan Office was introduced.*

Our response to questions 1, 2 and 3 is in the table below. Please note that some offices will contain non-academic staff, therefore our response to question 1 shows the average number of staff who work in any office in which academic staff may be located.

It should also be noted that our response is based on a combination of data held by different University departments. In some cases the figures are relatively old and so may not be entirely accurate.

We have provided dates for each new build of additional open office space.

<i>Department (School of Study)</i>	<i>Average no. of staff per office</i>	<i>Open Plan Office in use?</i>	<i>Date of introduction</i>
Faculty of Arts and Humanities			
School of Art, Media and American Studies	1.19	Yes	1967
School of History	1.23	No	N/A
Institute of Interdisciplinary Studies	1.55	No	
School of Literature, Drama and Creative Writing	1.62	Yes	1967
School of Politics, Philosophy, Language and Communication Studies	1.55	Yes	1967
Faculty of Medicine and Health Sciences			
Norwich Medical School	3.70	Yes	1995, 2002, 2012, 2014
School of Health Sciences	19.00	Yes	1994, 1995, 2006, 2013
Faculty of Science			
School of Biology	1.17	Yes	1967, 2006, Unknown (between 1966-2007),

<i>Department (School of Study)</i>	<i>Average no. of staff per office</i>	<i>Open Plan Office in use?</i>	<i>Date of introduction</i>
School of Chemistry	1.14	Yes	1966, Unknown (between 1966-2007)
School of Computing Sciences	1.21	Yes	1973
School of Environmental Sciences	1.02	Yes	1973, 2002
School of Mathematics	1.03	No	N/A
School of Pharmacy	1.14	Yes	1966, Unknown (between 1966-2007)
Faculty of Social Science			
School of Economics	1.24	Yes	1975
School of Education and Lifelong Learning	1.18	Yes	1985
School of International Development	1.44	Yes	1967
School of Law	1.19	Yes	2016
Norwich Business School	1.16	Yes	2009, 2011
School of Psychology	1.87	Yes	2016
School of Social Work	1.32	Yes	1995

4 - Average staff turnover (staff departures) each year for the last ten years for each Department.

Our response is in the attached document, FOI_19-036_Appendix A.