



University of East Anglia

Information Compliance (ITCS)

The Library  
University of East Anglia  
Norwich Research Park  
Norwich NR4 7TJ  
United Kingdom

Email: [foi@uea.ac.uk](mailto:foi@uea.ac.uk)  
Tel: +44 (0) 1603 591143  
Web: <http://www.uea.ac.uk>

29 April 2019

Dear [REDACTED]

**Freedom of Information Act 2000 – Information request (ref: FOI\_19-104)**

We have now considered your request of 04 April 2019 for the following information:

*'All correspondence between the University and the following named individuals at the Norfolk & Norwich University Hospitals NHS Foundation Trust from 1.1.2015 to present.*

- *Mark Davies, Chief Executive*
- *Richard Parker, Chief Operating Officer*
- *Jeremy Over, Head of Workforce.'*

Unfortunately, on this occasion, it is not possible to provide any of the requested information. We have determined that the cost of finding and assembling the 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, can relate to one request in its entirety or a series of linked requests. If the University cannot locate, retrieve and extract some or all of the requested information within the 18 hours, we are not obliged to provide any of the information.

To help us estimate the scale of work that would be needed to fulfil your request, we undertook a preliminary search to establish the volume of email correspondence between the University and these individuals. We can confirm the search retrieved a large number of emails in the scope of your request. We also have anecdotal confirmation that potentially relevant correspondence will be regularly exchanged.

Regardless of volume, technically it may be reasonably straightforward to extract and collate any emails exchanged. However, your request was not limited to digital correspondence. To provide a full response we would need to consult with each department and UEA staff member who may be likely to correspond with these individuals, to establish if correspondence was exchanged in other formats, e.g. letters or faxes.

Given the nature of the relationship between the two organisations, we believe that to identify all areas and individuals within the University who may hold relevant material,

and the subsequent extraction and compilation of the correspondence for the specified time, would exceed the hours available.

If you wished to submit a revised request to the University, reducing the time range and if possible focusing your request on specific topics, UEA staff members, and/or format of correspondence, may enable us to respond.

However, please note that for any future request which is made under FOIA for information that includes personal data, we will need to consider whether disclosing those data would breach the data protection principles contained within Article 5(1) of the General Data Protection Regulation (GDPR).

In considering a disclosure under FOIA, the University would need to take into account that any information released under the Act will be placed in the public domain, through our disclosure log or by other means. We would also need to consider the nature of the information, the expectations of and potential harm (of disclosure) to, the data subjects, and how any legitimate public interest in this information is balanced against the rights and freedoms of the data subjects.

We are sorry we cannot provide the data you requested, but trust this letter explains our position. If you are unhappy with our response, you have the right of appeal against this decision. 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](https://ico.org.uk/Global/contact_us), or by telephone on 0303 123 1113.

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

Yours sincerely

Paul Cutting  
Information Compliance Specialist  
University of East Anglia