

[REDACTED]

02 January 2015

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_14-246)

We have now considered your request of 11 December 2014 for the following information:

‘How many deaths have there been on university property in the last 10 years? I am looking for the information to start from January 1 2004. I am looking for all recorded deaths that occurred on university property, could you please identify on which campus the death occurred.’

We can confirm no student deaths, nor deaths relating to workplace accidents or faults have occurred on campus in the specified time period.

Since 2012 there has been one incident where a body was discovered on University property¹. However, while we believe this was also the only incident to have occurred since 2004, we cannot confirm by reference to recorded information whether any deaths occurred on campus between 2004 and 2012.

If such an event occurred it would be recorded in the University’s incident reports. Since 2012 incidents have been recorded electronically. Prior to 2012 all incidents were recorded in paper format. We have determined that the cost of finding and assembling pre-2012 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 have established it would take one member of staff two hours to retrieve the paper files relating to 2004-2012 incidents on campus. While we don’t know exactly how many incidents occurred in these years, in 2014 we recorded 1447 individual incidents and have used this as an average annual figure for the purposes of providing this estimate. Allowing approximately 1.66 minutes to review each incident we have estimated it would take a further 40 hours to review and extract the relevant

¹<http://www.norfolk.police.uk/newsandevents/newsstories/2013/august/bodydiscoveredinuealake.aspx>

information for one year. For the requested 10 years of data we estimate this would represent a total of 402 hours of work.

We are sorry we cannot respond in full to your request but would be happy to receive any more specific requests for information as new requests under the Act.

You have the right of appeal against our response to your request. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must submit your 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 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