

The Library
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04 March 2015

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_15-043)

We have now considered your request of 24 February 2015 for information relating to fines received by students.

Our response is on page 2 of this letter, together with a copy of your request. The amendment agreed with your colleague on 03 March is reflected in our response and we hope the information provided will meet your requirements.

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You have the right of appeal against this response. 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 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_15-043)

Could you please tell me:

- the total number of fines from all students (e.g. there have been 100 fines)
- the total amount of these fines (e.g. the total amount of fines received is £500,000)
- the largest single amount handed out as a fine to one student or relating one incident, please indicate the reason (e.g. one student was fined £500 for dealing drugs)

Could I please have the information from the beginning of the academic year 12/13 to the current date (end of January 2015). I would like the figures broken down by academic year.

Clarification received on 24 February: *I'm interested in all fines, including library fines.*

Amendment agreed on 03 March: To avoid exceeding the 18 hour 'appropriate limit' described under section 12 of the Act¹, it was agreed that Library figures could be provided separately as an update of the data provided in response to a previous Freedom of Information request.²

Academic year	A. Total number of student fines	B. Total amount of student fines	C. Largest single fine issued	Reason for largest fine
2012/3	86	£7,040.00	£300.00	Breach of Fire Regulations
2013/4	53	£5,475.00	£300.00	Breach of Fire Regulations
2014/5*	34	£2,775.00	£300.00	Activation of break glass call point
Total	173	£15,290.00		

The above table excludes Library fines. The figures provided below represent Library income from a variety of sources, including fines, replacement book charges, external membership fees, sales of bags & binding covers, handling fees, mediated lamination and comb binding fees, late carrel/locker fines and campus card replacement fees. The figures relate to charges issued to all library customers, including staff, students and external borrowers.

Academic year	Funds banked resulting from Library charges
2012/3	£79,774
2013/4	£100,855
2014/5**	£43,625

* Year to 31/01/15 ** Year to date

¹https://ico.org.uk/media/fororganisations/documents/1199/costs_of_compliance_exceeds_appropriate_limit.pdf

²https://portal.uea.ac.uk/documents/6207125/6940785/FOI_14-022.pdf