

## **Freedom of Information Act 2000 (FOIA)**

### **Decision notice**

**Date:** 20 June 2023

**Public Authority:** Governing Body of University of Bradford  
**Address:** Richmond Road  
Bradford  
BD7 1DP

#### **Decision (including any steps ordered)**

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1. The complainant requested information relating to job titles, pay and rewards. By the date of this notice University of Bradford (the University) had not issued a substantive response to this request.
2. The Commissioner's decision is that the University has breached section 10(1) of FOIA in that it failed to provide a valid response to the request within the statutory time frame of 20 working days.
3. The Commissioner requires the University to take the following step to ensure compliance with the legislation.
  - the University must provide a substantive response to the request in accordance with its obligations under FOIA.
4. The University must take this step within 35 calendar days of the date of this decision notice. Failure to comply may result in the Commissioner making written certification of this fact to the High Court pursuant to section 54 of FOIA and may be dealt with as a contempt of court.

## **Request and response**

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5. On 20 March 2023, the complainant wrote to the University and requested information in the following terms:
- “Please provide:
- a list of each member of the executive board, faculty heads, and other very senior roles such as governor or board chair, identified by job title. Associated, please provide the details and monetary value of any salary, gift, bonus, expense reimbursement or other financial award or payment made to them over the last 5 years of available data, and any prospective information (such as salary) for this current and next year
  - a list of all job roles within the university, the associated annual salary/pay band and yearly snapshot of the headcount, split by gender, for at least the last five years.
  - minutes of all meetings between UoB and UCU since august 2022
  - all letters and email exchanges between senior officials at UOB and UCU since August 2022.”
6. The University acknowledged the request on 20 April 2023. To date, a substantive response has not been issued.

## **Reasons for decision**

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7. Section 1(1) of FOIA states that:
- “Any person making a request for information to a public authority is entitled –
- (a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
  - (b) if that is the case, to have that information communicated to him.”

8. Section 10(1) of FOIA states that a public authority must respond to a request promptly and "not later than the twentieth working day following the date of receipt".
9. On 1 June 2023 the Commissioner wrote to the University, reminding it of its responsibilities and asking it to provide a substantive response to the complainant's request within 10 working days.
10. Despite this intervention the University has failed to respond to the complainant.
11. From the evidence provided to the Commissioner in this case, it is clear that the University did not deal with the request for information in accordance with FOIA. The Commissioner finds that the University has breached section 10(1) by failing to respond to the request within 20 working days and it is now required to respond to the request in accordance with FOIA.

## Right of appeal

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12. Either party has the right to appeal against this decision notice to the First-tier Tribunal (Information Rights). Information about the appeals process may be obtained from:

First-tier Tribunal (Information Rights)  
GRC & GRP Tribunals,  
PO Box 9300,  
LEICESTER,  
LE1 8DJ

Tel: 0203 936 8963

Fax: 0870 739 5836

Email: [grc@justice.gov.uk](mailto:grc@justice.gov.uk)

Website: [www.justice.gov.uk/tribunals/general-regulatory-chamber](http://www.justice.gov.uk/tribunals/general-regulatory-chamber)

13. If you wish to appeal against a decision notice, you can obtain information on how to appeal along with the relevant forms from the Information Tribunal website.
14. Any Notice of Appeal should be served on the Tribunal within 28 (calendar) days of the date on which this decision notice is sent.

**Signed .....**

**Michael Lea**  
**Team Manager**  
**Information Commissioner's Office**  
**Wycliffe House**  
**Water Lane**  
**Wilmslow**  
**Cheshire**  
**SK9 5AF**