# The Responses

## 23/002

***Your Request 1:*** *1) For course within the school of music material used from September 2022/ in the current academic year:*

*Could you please provide me with a list of any trigger warnings, content advisories, content warnings, or any other synonymous term for a warning or note, or whatever system is used by the department to this effect, which informs students about potentially offensive or upsetting content within the material they will study on music modules.*

*Material could include be recordings, extracts from books, books, poems, plays, textbooks, chronicles and other source material, - essentially, what students are tasked with studying*

*If the scope must be narrowed, I am particularly interested in trigger warnings (or equivalent) issued with regard to racism, colonialism, imperialism, right-wing politics, whiteness*

*Perhaps with searchable terms: “colonialism” “imperialism” “Racism” “othering” “slurs” “blackness” “black bodies” “Black Lives Matter” “right-wing” “whiteness” “white supremacy”*

*2) Can you also provide information on what teaching staff are told with regard to these issues, that is “what advice are staff given on teaching issues of race (such as those listed above) in this subject?”*

*Can you provide copies of any documents providing advice along these lines ?*

*3) Can you please provide any detail of what changes have been made to courses/modules in relation to the above issues an sensitives and how they are taught, that is, to answer the question:  "What has been done to a) decolonise the music curriculum b) actively address issues of imperialism, colonialism, c) make the course offering more anti-racist d) make the course more inclusive ?"*

*If 3) would take the rest of the request over the limit, please take 3) more broadly as: can you provide and policy documents/pledges/or course guides which set out the intention and methods of decolonising the history curriculum (and the precise details can be left out).*

*If 3) would still take this over the limit, please only focus on 1) and 2)*

**LJMU Response 1:** LJMU does not hold this information because LJMU does have a School of Music and does not offer a music course.

## 23/003

**Your Request 1:** For the school/department of classics or equivalent, and material offered within modules for this: i.e modules for classics

(Please disregard if not applicable to your university departments and current subject offers - no response required)

I am seeking information on how racial and cultural sensitivities are handled, with regard to teaching material and practices

1) For course within the school/department of classics material used from September 2022/ in the current academic year:

Could you please provide me with a list of any trigger warnings, content advisories, content warnings, or any other synonymous term for a warning or note, or whatever system is used by the department to this effect, which informs students about potentially offensive or upsetting content within the material they will study in classics modules.

Material could include be course notes,  extracts from books, books, poems, plays, textbooks, chronicles and other source material, - essentially, what students are tasked with studying

If the scope must be narrowed, I am particularly interested in trigger warnings (or equivalent) issued with regard to racism, colonialism, imperialism, right-wing politics, whiteness, diversity, slavery

Perhaps with searchable terms: “colonialism” “imperialism” “Racism” “othering” “slurs” “blackness” “black bodies” “Black Lives Matter” “right-wing” “whiteness” “white supremacy”

2) Can you also provide information on what teaching staff are told with regard to these issues, that is “what advice are staff given on teaching issues of race (such as those listed above) in this subject?”

Can you provide copies of any documents providing advice along these lines ?

3) Can you please provide any detail of what changes have been made to courses/modules in relation to the above issues an sensitives and how they are taught, that is, to answer the question:  "What has been done to a) decolonise the classics curriculum b) actively address issues of imperialism, colonialism, racism c) make the course offering more anti-racist d) make the course more inclusive ?"

If 3) would take the rest of the request over the limit, please take 3) more broadly as: can you provide and policy documents/pledges/or course guides which set out the intention and methods of decolonising the history curriculum (and the precise details can be left out).

If 3) would still take this over the limit, please only focus on 1) and 2)

**LJMU Response 1:** LJMU does not hold this information because LJMU does have a school/department of classics and does not offer a classics course.

## 23/004

***Your Request 1****: The total number of students registered at the institution on January 1st annually between the years 2018 up to and including 2022.*

**LJMU Response 1:**

|  |  |
| --- | --- |
| Academic Year | Total student population (all study levels) |
| 2018/19 | 24031 |
| 2019/20 | 25051 |
| 2020/21 | 27199 |
| 2021/22 | 28102 |

***Your Request 2****: How many students left their course before its completion annually between the years 2018 up to and including 2022.*

**LJMU Response 2:** These figures do not include students who have failed their courses, changed their programme or have died.

|  |  |
| --- | --- |
| Academic Year | Students who dropped out of their course before completion each year. |
| 2018/19 | 755 |
| 2019/20 | 774 |
| 2020/21 | 887 |
| 2021/22 | 1185 |

***Your Request 3a****: How many students disclosed mental health conditions to the wider institution annually between the years 2018 up to and including 2022 cross referenced with;*

1. *how many received support and/or adjustments from the institution annually between the years 2018 up to and including 2022*

**LJMU Response 3a:**

|  |  |
| --- | --- |
| Academic Year | Students who declared a mental health condition at registration (at the start of each year of their study). |
| 2018/19 | 440 |
| 2019/20 | 557 |
| 2020/21 | 751 |
| 2021/22 | 893 |

***Your Request 3b.***

*b. how many [of the above students identified on 3a] left their course before its completion annually between the years 2018 up to and including 2022.*

**LJMU Response 3b:** These figures do not include students who have failed their courses, changed their programme or have died.

|  |  |
| --- | --- |
| Academic Year | Students who declared a mental health condition at registration and then dropped out of their course. |
| 2018/19 | 30 |
| 2019/20 | 32 |
| 2020/21 | 36 |
| 2021/22 | 63 |

***Your Request 4****: Does the institution currently have a dedicated mental health support service set in a non-clinical environment on Campus? If yes, how often does the service operate.*

**LJMU Response 4:** Yes – for more details of all the services available to LJMU students and to find up-to-date operational and contact information please see our website: <https://www.ljmu.ac.uk/discover/student-support/health-and-wellbeing/counselling-and-mental-health-service>

## 23/005

**Your Request 1**: This is a request under the Freedom of Information Act 2000. I request that a copy of documents containing the following information be provided to me in digital format:

The partnership between this university and **Rolls-Royce PLC** including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 1:** LJMU does not operate any partnerships with this organisation.

**Your Request 2**: The partnership between this university and **BAE Systems** including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 2:** LJMU does not operate any partnerships with this organisation.

**Your Request 3**: The partnership between this university and **Hewlett Packard (HP)** including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 3:** LJMU does not operate any partnerships with this organisation.

**Your Request 4**: The partnership between this university and **Booking.com** including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 4:** LJMU does not operate any partnerships with this organisation.

## 23/006

**Your Request 1**: Please could you tell me how much money (£) the university paid to international recruitment agents/agencies to recruit/enroll international students\* for each of the following years: 2019, 2020, 2021, 2022.

**LJMU Response 1:**

2018/19: £980,000

2019/20: £991,602

2020/21: £1,389,891

2021/22: £,1660,176

**Your Request 2**: - For each of those years, please also tell me how many international students\* were successfully recruited/enrolled via a recruitment agency.

**LJMU Response 2:**

|  |  |  |  |
| --- | --- | --- | --- |
| Financial year | UG | PGT | PGR |
| 2018/19 | 9 | 20 | 0 |
| 2019/20 | 80 | 140 | 0 |
| 2020/21 | 117 | 211 | 4 |
| 2021/22 | 71 | 337 | 8 |

**Your Request 3**: If possible, for each of those years could you please break down the money spent into whether it was a flat fee paid to recruiters or whether it was commission paid once a student was recruited.

**LJMU Response 3:** Our standard contract, which has been in place over all the years asked about, provides for commission after students are recruited.

## 23/007

**Your Request 1**: Contact Centre – target to organisations we know have a CC

a. Do you have a customer/ citizen facing contact centre? If not please skip these questions.

b. Do you employ and manage your own agents, or do you outsource to a third party? If you outsource who to?

c. How many contact centre agents do you have?

d. Do agents work from home? Or just your offices?

e. Please confirm the manufacturer of your contact centre system(s) that are currently in place?

f. When is your contract renewal date?

g. Who maintains your contact centre system(s)?

**LJMU Response 1:** LJMU does not operate a Customer Contact centre.

**Your Request 2**: CRM

a. Do you use a CRM in the contact centre? What platform is used?

b. Do you use the same CRM for the rest of the organisation? What platform is used?

c. Do you use a knowledge base / knowledge management platform? What platform is used?

**LJMU Response 2:** LJMU does not operate a Customer Contact centre.

**Your Request 3**: AI & Automation

a. Does your organisation have a customer or citizen facing chatbot? If so, who provides this chatbot technology?

b. Does your organisation utilise RPA technology? If so which RPA technology provider do you use?

**LJMU Response 3:** LJMU does not operate these systems.

## 23/008

***Your Request 1****: What is the university’s policy regarding the admission of students who have been a) suspended or expelled from another university due to allegations of sexual offences or domestic violence b) are facing criminal charges or have been convicted of a sexual offence or domestic violence?*

**LJMU Response 1:**

1a) The University does not ask applicants to declare whether or not they have been suspended or expelled from another university.

1b) LJMU’s Applicant and Student Criminal Convictions Policy can be found on our website: <https://www.ljmu.ac.uk/about-us/public-information/student-regulations/guidance-policy-and-process>

**Your Request 2**: What is the university’s policy in instances when a student is suspended/expelled from the university due to allegations of sexual offences and wishes to transfer to another university or educational institution? Would the university pass on information to the other institution alerting them of the student’s suspension/expulsion, for instance as part of the process of transferring academic records, or would it withhold this information?

**LJMU Response 2:** If a student is suspended or expelled, the University does not routinely pass on information regarding this to other HEI’s. Disciplinary outcomes may be disclosed if an academic reference is requested.

**Your Request 3**: How many, if any, students are currently enrolled at the university who have been a) suspended or expelled from another university due to allegations of sexual offences or domestic violence b) are facing criminal charges or have been convicted of a sexual offence or domestic violence?

**LJMU Response 3:**

a) LJMU is not aware of any such current students.

b) LJMU has records of one such student.

## 23/009

**Your Request 1**: Was your organisation successful in receiving grants under the government Public Sector Decarbonisation Scheme (PSDS) (Phases 1, 2, 3a or 3b) or Low Carbon Skills Fund (LCSF)?

**LJMU Response 1:** Yes

**Your Request 2**: Please provide approximate amounts granted and which round of PSDS / LCSF they were received under

**LJMU Response 2:** £674,430.00 (Phase 2 of PSDS)

**Your Request 3**: How were the works procured (or planned if funding was only recently awarded) ? 1. Via a framework (if so which frameworks) 2. Via a specific tender(s) 3. Another means (please describe)

**LJMU Response 3:** RISE Framework Tender

**Your Request 4**: Please list the names of the main contractors used to deliver works completed using the PSDS/LCSF funding.

**LJMU Response 4:** JD Engineering Ltd

## 23/010

**Your Request 1**: Do you have a standalone policy that details how your organisation will support managers and employees on the issue of long Covid?

**LJMU Response 1:** No

**Your Request 2**: If not, have you amended another policy to detail how your organisation will support managers and employees on the issue of long Covid?

**LJMU Response 2:** The university sickness absence policy is currently being reviewed and this may be amended to provide specific guidance on long covid depending on the outcome of the review

**Your Request 3**: In either instance, please supply a copy of your policy/policies

**LJMU Response 3:** n/a

**Your Request 4**: How many employees have notified the organisation that they have been diagnosed with long Covid? (between 1st January 2020 and 31st December 2022)

**LJMU Response 4:** 18

**Your Request 5**: How many days have you lost as an organisation due to formally diagnosed long Covid? (between 1st January 2020 and 31st December 2022)

**LJMU Response 5:** 2350

**Your Request 6**: If you are unable to answer questions 4 and/or 5 specifically, what data do you have on long Covid? (between 1st January 2020 and 31st December 2022)

**LJMU Response 6:** n/a

**Your Request 7**: Do you have a specific rehabilitation package available to staff with long Covid (other than signposting to standard NHS care)?

**LJMU Response 7:** No

## 23/011

**Your Request 1**: The information I'm requesting is regarding the software contracts that the organisation uses, for the following fields.

 **Enterprise Resource Planning Software Solution (ERP):**

 **Primary Customer Relationship Management Solution (CRM):**

For example, Salesforce, Lagan CRM, Microsoft Dynamics; software of this nature.

 **Primary Human Resources (HR) and Payroll Software Solution:**

For example, iTrent, ResourceLink, HealthRoster; software of this nature.

 **The organisation’s primary corporate Finance Software Solution:**

For example, Agresso, Integra, Sapphire Systems; software of this nature.

 1. **Name of Supplier**: Can you please provide me with the software provider for each contract?

2. **The brand of the software**: Can you please provide me with the actual name of the software. Please do not provide me with the supplier name again please provide me with the actual software name.

3. **Description of the contract**: Can you please provide me with detailed information about this contract and please state if upgrade, maintenance and support is included.

Please also list the software modules included in these contracts.

4. **Number of Users/Licenses**: What is the total number of user/licenses for this contract?

5. **Annual Spend**: What is the annual average spend for each contract?

6. **Contract Duration**: What is the duration of the contract please include any available extensions within the contract.

7. **Contract Start Date**: What is the start date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.

8. **Contract Expiry**: What is the expiry date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.

9. **Contract Review Date**: What is the review date of this contract? Please include month and year of the contract. If this cannot be provide please provide me estimates of when the contract is likely to be reviewed. DD-MM-YY or MM-YY.

10. **Contact Details**: I require the full contact details of the person within the organisation responsible for this particular software contract (name, job title, email, contact number).

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/012

**Your Request 1**: Please could you confirm for the financial year 21/22:

whether your institution operated at a deficit or surplus and what this figure is

**LJMU Response 1:** This information is available in LJMU’s Financial Statements, these can be found on our website: <https://www.ljmu.ac.uk/about-us/public-information/financial-information/financial-statements>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

Your Request 2: expenditure on marketing to students in the domestic market (All UK)

**LJMU Response 2**: LJMU will not provide details of its Marketing and Student Recruitment budget and spend due to the likelihood of this information causing prejudice to its commercial interests. We consider it to be exempt from disclosure under the provisions of section 43 (2) of the FOIA

The University recruits students in a very competitive marketplace and considers that no public interest would be served by the disclosure of this information.

## 23/013

**Your Request 1**: *How many FOI requests your organisation received for the calendar years 2019, 2020, 2021 and 2022 broken down by month*

**LJMU Response 1:**

|  |  |
| --- | --- |
| Month | Volume of valid FOI and EI requests received by LJMU |
| Jan-19 | 31 |
| Feb-19 | 18 |
| Mar-19 | 20 |
| Apr-19 | 21 |
| May-19 | 18 |
| Jun-19 | 21 |
| Jul-19 | 25 |
| Aug-19 | 35 |
| Sep-19 | 14 |
| Oct-19 | 28 |
| Nov-19 | 24 |
| Dec-19 | 13 |
| Jan-20 | 21 |
| Feb-20 | 27 |
| Mar-20 | 19 |
| Apr-20 | 9 |
| May-20 | 12 |
| Jun-20 | 15 |
| Jul-20 | 25 |
| Aug-20 | 17 |
| Sep-20 | 22 |
| Oct-20 | 34 |
| Nov-20 | 17 |
| Dec-20 | 16 |
| Jan-21 | 24 |
| Feb-21 | 18 |
| Mar-21 | 34 |
| Apr-21 | 22 |
| May-21 | 19 |
| Jun-21 | 22 |
| Jul-21 | 20 |
| Aug-21 | 22 |
| Sep-21 | 12 |
| Oct-21 | 14 |
| Nov-21 | 21 |
| Dec-21 | 9 |
| Jan-22 | 16 |
| Feb-22 | 23 |
| Mar-22 | 13 |
| Apr-22 | 14 |
| May-22 | 15 |
| Jun-22 | 14 |
| Jul-22 | 16 |
| Aug-22 | 13 |
| Sep-22 | 16 |
| Oct-22 | 12 |
| Nov-22 | 22 |
| Dec-22 | 12 |

**Your Request 2**: *The percentage of FOI requests responded within the statutory deadline for each calendar year*

**LJMU Response 2:**

|  |  |
| --- | --- |
| Year | Valid FOI and EI requests responded to within statutory deadline |
| 2019 | 82% |
| 2020 | 84% |
| 2021 | 93% |
| 2022 | 95% |

**Your Request 3**: *The percentage of FOI request responded within the statutory deadline for the following time periods*

**LJMU Response 3:**

|  |  |
| --- | --- |
| Time Period | Valid FOI and EI Requests responded to within statutory deadline |
| August 2019 - July 2020 | 88% |
| August 2020 - July 2021 | 91% |
| August 2021 - July 2022 | 95% |

**Your Request 4**: *How many Subject Access Request your organisation received for the calendar years 2019, 2020, 2021 and 2022 broken down by month*

**LJMU Response 4:**

|  |  |
| --- | --- |
| Month-Year | Valid SAR's received by Month |
| Jan-19 | 3 |
| Feb-19 | 2 |
| Mar-19 | 3 |
| Apr-19 | 1 |
| May-19 | 5 |
| Jun-19 | 5 |
| Jul-19 | 1 |
| Aug-19 | 3 |
| Sep-19 | 4 |
| Oct-19 | 2 |
| Nov-19 | 4 |
| Dec-19 | 0 |
| Jan-20 | 5 |
| Feb-20 | 4 |
| Mar-20 | 1 |
| Apr-20 | 0 |
| May-20 | 3 |
| Jun-20 | 1 |
| Jul-20 | 2 |
| Aug-20 | 1 |
| Sep-20 | 1 |
| Oct-20 | 5 |
| Nov-20 | 1 |
| Dec-20 | 1 |
| Jan-21 | 0 |
| Feb-21 | 5 |
| Mar-21 | 4 |
| Apr-21 | 3 |
| May-21 | 5 |
| Jun-21 | 0 |
| Jul-21 | 5 |
| Aug-21 | 2 |
| Sep-21 | 1 |
| Oct-21 | 2 |
| Nov-21 | 2 |
| Dec-21 | 1 |
| Jan-22 | 4 |
| Feb-22 | 0 |
| Mar-22 | 11 |
| Apr-22 | 2 |
| May-22 | 0 |
| Jun-22 | 3 |
| Jul-22 | 0 |
| Aug-22 | 5 |
| Sep-22 | 1 |
| Oct-22 | 5 |
| Nov-22 | 4 |
| Dec-22 | 0 |

**Your Request 5**: *The percentage of SARs responded within the statutory deadline for each calendar year*

**LJMU Response 5:**

|  |  |
| --- | --- |
| Year | Valid Subject Access requests responded to within statutory deadline |
| 2019 | 79% |
| 2020 | 72% |
| 2021 | 97% |
| 2022 | 94% |

**Your Request 6**: *The percentage of SARs responded within the statutory deadline for the following time periods*

*August 2019 - July 2020*

*August 2020 - July 2021*

*August 2021 - July 2022*

**LJMU Response 6:**

|  |  |
| --- | --- |
| Time Period | Valid Subject Access Requests responded to within statutory deadline |
| August 2019 - July 2020 | 69% |
| August 2020 - July 2021 | 94% |
| August 2021 - July 2022 | 93% |

## 23/014

**Your Request 1**: Has your university used non-disclosure agreement settlements in relation to research misconduct complaints over the last five academic years? (2017-18, 2018-19, 2019-2020, 2020-2021, 2021-2022). If so, please provide the numbers and sums of money paid out, broken down by year.

**LJMU Response 1:** LJMU does not hold records of any such complaint settlement.

**Your Request 2**: Has any legal action been taken against your university over the last five academic years (2017-18, 2018-19, 2019-2020, 2020-2021, 2021-2022) due to a research misconduct case? Please break this down by year and provide details of whether the legal action was brought by an external individual, a student or staff member, where possible.

**LJMU Response 2:** LJMU does not hold records of any such legal action.

**Your Request 3**: How much has your university spent in legal fees in connection with research misconduct complaints over the last five academic years (2017-18, 2018-19, 2019-20, 2020-21, 2021-22). Please breakdown by year.

**LJMU Response 3:** LJMU does not hold records of any such legal action

## 23/015

23/015 **Your Request 1**: Total Number of students enrolled per academic year from 2016/17 to 2021/22

**LJMU Response 1:** This information is collected by and made available from the Higher Education Statistics Agency (HESA)

<https://www.hesa.ac.uk/data-and-analysis>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

**Your Request 2**: Total Number of students accessing mental health, wellbeing and counselling services per academic year from 2016/17 to 2021/22

**LJMU Response 2:** LJMU provides mental health, wellbeing support and counselling services to students via a number of easily accessible routes: you can find out more about our services on our website: <https://www.ljmu.ac.uk/discover/student-support/health-and-wellbeing>

The numbers of individual students who have received formal assistance from these services is set out in the table below. Please note that the same individual may be counted within the figures for multiple services and for multiple years if their support was ongoing.

The way that wellbeing support has been provided has changed over recent years and therefore only data since the beginning of the 2020 academic year when the current team was formed is available.

|  |  |  |  |
| --- | --- | --- | --- |
| **Academic year** | **Counselling** | **Mental Health** | **Wellbeing Team** |
| **2016/17** | 1037 | 229 | - |
| **2017/18** | 1087 | 151 | - |
| **2018/19** | 1076 | 350 | - |
| **2019/20** | 813 | 450 | - |
| **20/2021** | 567 | 387 | 3623 |

## 23/016

**Your Request 1**: For the calendar years 2017, 2018, 2019, 2020, 2021 and 2022, I would like to be provided with details on accepted donations, gifts, grants, sponsorships, scholarships and funding (including research funding and teaching funding, as well as funding for university staff and professorships) that have come from oil and gas companies. For each, I would like the following information:

- The name of the oil/gas company that gave the donation, gift, grant, sponsorship, scholarship or funding

- The start and end date of the donation, gift, grant, sponsorship, scholarship or funding if available

- The sum and description of the accepted donation, gift, grant, sponsorship, scholarship and funding

- A description of what the donation, gift, grant, sponsorship, scholarship and funding was used for

If your records are held in such a way where it is difficult to search by sector (e.g. oil and gas), then I am happy to narrow the request to the following companies:

BP

Shell

Saudi Aramco

Gazprom

Total

Chevron

Equinor / Statoil

China Petroleum and Chemical Corporation (SINOPEC)

Eni

Exxon

Conoco

Phillips

PetroChina

Rosneft

Lukoi

China National Offshore Oil Corporation (CNOOC)

**LJMU Response 1:** The amount for each year is Nil. For further details of finical data concerning LJMU please see our annual financial reports which can be found on our website: <https://www.ljmu.ac.uk/about-us/public-information/financial-information/financial-statements>

## 23/017

**Your Request 1**: For clarification:

By zero hours contract, I refer to the definition provided by section 27A of the Employment Rights Act 1996: "a contract for employment or other worker's contract under which

 - the undertaking to or perform work or services is an undertaking to do so conditionally on the employer making work available or services available to the worker, and

- there is no certainty that any such work or services will be made available to the worker."

By minimum hours contract, I mean a contract where the employer guarantees a small number of hours work, say 1 to 10 hours a week, which can be topped up by more hours if available.

What other terminology to do you use for contracts or arrangements meeting the above legal definition of zero hours contract?

**LJMU Response 1:** The university does not directly employ individuals on contracts that meet the above legal definition of zero hours contract

**Your Request 2**: How many workers/employees do you currently directly employ on zero hours contracts? What is the breakdown of these figures according to:

(a) sex: Male, Female, Other, Prefer not to say

(b) age: 16-17, 18-20, 21-22, 23-24, 25-34, 35-44, 45-54, 55-64, 65+

(c) race: [breakdown supplied]

**LJMU Response 2:** Nil

**Your Request 3**: What is the minimum, maximum and average number of hours per week carried out by zero hours staff?

**LJMU Response 3:** n/a

**Your Request 4**: Do you have a policy to offer zero hours shifts with notice, pay for zero hours shifts cancelled at short notice and to offer a fixed hours contracts to zero hours staff based on actual hours worked?

**LJMU Response 4:** n/a

**Your Request 5**: How many workers/employees do you currently indirectly employ on zero hours contracts via agencies, contractors or sub-contractors?  If this data is not available, please provide the names of the agencies, contractors or sub-contractors that you use to employ workers indirectly.

**LJMU Response 5:** The university does not currently indirectly employ on zero hours via agencies, contractors or sub-contractors. Where employees are employed through agencies assignments are offered for a specific numbers of hours or duration

**Your Request 6**: How many workers/employees do you currently directly employ on minimum hours contracts or via agencies, contractors or sub-contractors?

**LJMU Response 6:** The university does not employ employees on minimum hours contracts either directly or via agencies, contractors or sub contractors

## 23/018

**Your Request 1**: *Contract 1 - Telephony/Voice Services (Analogue, ISDN VOIP, SIP etc) 1.Telephony/Voice Services Provider- Please can you provide me with the name of the supplier for each contract. 2.Telephony/Voice Services - Contract Renewal Date- please provide day, month and year (month and year are also acceptable). If this is a rolling contract, please provide me with the rolling date of the contract. If there is more than one supplier, please split the renewal dates up into however many suppliers 3.Telephony/Voice Services - Contract Duration- the number of years the contract is for each provider, please also include any contract extensions. 4.Telephony/Voice Services - Type of Lines - Please can you split the type of lines per each supplier? PSTN, Analogue, SIP, ISDN, VOIP 5.Telephony/Voice Services Number of Lines / Channels / SIP Trunks- Please can you split the number of lines per each supplier? SIP trunks/connections, PSTN, Analogue, ISDN Contract 2 - Incoming and Outgoing of call services. 6.Minutes/Landline Provider- Supplier’s name (NOT Mobiles) if there is no information available, please can you provide further insight into why? 7.Minutes/Landline Contract Renewal Date- please provide day, month and year (month and year is also acceptable). If this is a rolling contract, please provide me with the rolling date of the contract. 8.Minutes Landline Monthly Spend- Monthly average spend on calls for each provider. An estimate or average is acceptable. If SIP services, please provide me with the cost of services per month. 9.Minute’s Landlines Contract Duration- the number of years the contract is for each provider, please also include any contract extensions. 10.Number of Extensions- Please state the number of telephone extensions the organisation currently has. An estimate or average is acceptable. Contract 3 - The organisation's broadband provider. 11.Broadband Provider- Supplier’s name if there is not information available, please can you provide further insight into why?* 12.Broadband Renewal Date- please provide day, month, and year (month and year is also acceptable). If this is a rolling contract, please provide me with the rolling date of the contract. If there is more than one supplier, please split the renewal dates up into however many suppliers 13.Broadband Annual Average Spend- Annual average spend for each broadband provider. An estimate or average is acceptable. Contract 4 - Contracts relating to Wide Area Network [WAN] services, this could also include HSCN network services. 14. WAN Provider- please provide me with the main supplier(s) if there is no information available, please can you provide further insight into why? 15.WAN Contract Renewal Date- please provide day, month, and year (month and year are also acceptable). If this is a rolling contract, please provide me with the rolling date of the contract. If there is more than one supplier, please split the renewal dates up into however many suppliers 16.Contract Description: Please can you provide me with a brief description for each contract 17.The number of sites: Please state the number of sites the WAN covers. Approx. will do. 18. WAN Annual Average Spend- Annual average spend for each WAN provider. An estimate or average is acceptable. 19.For each WAN contract can you please provide me with information on how this was procured, especially around those procurement that used frameworks, please provide me with the framework reference. 20.Internal Contact: please can you send me their full contact details including contact number and email and job title for all the contracts above.

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/019

**Your Request 1**: Contact Centre – target to organisations we know have a CC

a. Do you have a customer/ citizen facing contact centre? If not please skip these questions.

b. Do you employ and manage your own agents, or do you outsource to a third party? If you outsource who to?

c. How many contact centre agents do you have?

d. Do agents work from home? Or just your offices?

e. Please confirm the manufacturer of your contact centre system(s) that are currently in place?

f. When is your contract renewal date?

g. Who maintains your contact centre system(s)?

**LJMU Response 1:** LJMU does not operate a Customer Contact centre.

**Your Request 2**: CRM

a. Do you use a CRM in the contact centre? What platform is used?

b. Do you use the same CRM for the rest of the organisation? What platform is used?

c. Do you use a knowledge base / knowledge management platform? What platform is used?

**LJMU Response 2:** LJMU does not operate a Customer Contact centre.

**Your Request 3**: AI & Automation

a. Does your organisation have a customer or citizen facing chatbot? If so, who provides this chatbot technology?

1. Does your organisation utilise RPA technology? If so which RPA technology provider do you use?

**LJMU Response 3**: LJMU does not operate these systems.

## 23/020

**Your Request 1**: . Telephony and UC/ Collaboration

a. Please confirm the manufacturer of your telephony system(s) that are currently in place b. When is your contract renewal date?

c. Who maintains your telephony system(s)?

d. Do you use Unified Communications or Collaboration tools , if so which ones?

2. Microsoft

a) What Microsoft 365 licence do you have across the business e.g. E3, E5

b) Which partner looks after your Microsoft tenant?

c) Where do you host your applications? Do you have on-premise infrastructure or do you host your applications in public or private cloud? Which?

3. Storage

a. Does your organisation use on-premise or cloud storage or both?

b. Please confirm the on-premise hardware manufacturer c. Please confirm your cloud storage provider d. What is your annual spend on cloud storage?

e. How do you back up your data and with who e.g. Backup as a Service

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/021

**Your Request 1**: Connectivity and Network Services

a. Who provides your WAN and internet connectivity and the annual spend on each b. Who provides your SIP trunks and what is the annual spend c. Who provides your WAN services, is this MPLS, SD WAN or Internet, and what is the annual spend d. Who provides your LAN infrastructure and what is your annual spend e. Who provides your WIFI infrastructure and what is your annual spend f. Please confirm the manufacturer(s) of your wired network core and edge switching?

g. When was your core network installed?

h. Has it been updated subsequently?

i. Who maintains your core network?

j. When is the contract renewal date?

k. Please confirm value of the initial project?

l. Please confirm the value of annual support/maintenance services (in £)?

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/022

***Your Request 1****:*

*1.Between 14 June 2017 and 14 November 2022, how many complaints has the university received from student tenants relating to mould and/or damp in university-owned accommodation (halls of residence)?*

*2. What action was taken in response to the complaints?*

**LJMU Response 1:** Nil – LJMU does not own or operate any student accommodation. LJMU works with partners to guarantee accommodation in Liverpool city centre for new students. You can find our more information about accommodation for LJMU students on our website: <https://www.ljmu.ac.uk/discover/your-student-experience/accommodation>

## 23/023

**Your Request 1**: [Further to your response to FOI 22\_157] Please provide the spend for HP SAN contract.

**LJMU Response 1:** We are not going to disclose the value of this contract because this is likely to prejudice our commercial interests. The public interest is in favour of withholding the information for this reason under the provisions of s.43 of the FOIA.

## 23/024

**Your Request 1**: Has your institution held a licence under the Animals (Scientific Procedures) Act 1986 to conduct animal experiments in each of the past five years?

**LJMU Response 1:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **2022** | **2021** | **2020** | **2019** | **2018** |
| Yes / No | Yes | Yes | Yes | Yes | Yes |

**Your Request 2**: Has your institution used any decapod crustaceans in scientific experiments in each of the past five calendar years?

**LJMU Response 2:**

Please note that decapod crustaceans are not “protected animals” under the provisions of the Animals (Scientific Procedures) Act 1986 (ASPA). LJMU can confirm that it does not use decapods crustaceans in scientific procedures or “experiments” that would be considered “regulated procedures” under the meaning of the ASPA nor has done so in the past 5 years.

**Your Request 3**: How many decapod crustacean animals has your institution used in each of the past five calendar years, broken down by species?

**LJMU Response 3:** LJMU does not use decapods crustaceans in scientific procedures or “experiments” that would be considered “regulated procedures” under the meaning of the ASPA. Each year our School of Biological and Environmental Sciences uses a number of crabs of a verity of species for teaching purposes.

40 live crabs are kept for teaching observations.

20 specimen deceased crabs used for observation and drawing are kept stored in ethanol.

Each year approximately 45 cooked/deceased *Cancer pagurus* (edible crab) are obtained from a fishmonger for teaching dissection.

**Your Request 4**: Please list each individual experiment undertook involving decapod crustaceans in the last five calendar years, noting a) the year, b) the species and c) number of animals used, and d) the severity classed as under the provisions of the Animals (Scientific Procedures) Act 1986?

**LJMU Response 4: not applicable.**

## 23/025

**Your Request 1**: Please can you I request your IT recruitment spend, contract and permanent for the last financial year?

**LJMU Response 1:** £23,833

***Your Request 2****: Which recruitment agencies have you been in contact with over the last year?*

**LJMU Response 2:** Hays PLC

***Your Request 3****: Please send me a current IT Organisation Chart?*

**LJMU Response 3:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/026

**Your Request 1**: May I have the number of scientific procedures undertaken and split between species during the year [2022]

**LJMU Response 1:**

Rat – 75

Mouse – 54

**Your Request 2**: Could you please provide a numerical breakdown of the severity classification for procedures carried out.

Please split between sub threshold, mild, moderate, severe and non recovery. These will be the figures provided by project licence holders in the annual returns to the Home Office.

**LJMU Response 2:** All licensed research undertaken in 2022 was within the severity banding “Moderate”.

**Your Request 3**: Please can you tell me the number and species of animals, that were killed without being used for regulated procedures? To be clear these would be the figures last published in 2017 re Additional statistics on breeding and genotyping of animals for scientific procedures, Great Britain 2017, under EU Directive (2010/63/EU).

[https://www.gov.uk/government/statistics/additional-statistics-on-breeding-and-genotyping-of-animals-for-scientific-procedures-great-britain-2017](https://ddec1-0-en-ctp.trendmicro.com:443/wis/clicktime/v1/query?url=https%3a%2f%2fwww.gov.uk%2fgovernment%2fstatistics%2fadditional%2dstatistics%2don%2dbreeding%2dand%2dgenotyping%2dof%2danimals%2dfor%2dscientific%2dprocedures%2dgreat%2dbritain%2d2017&umid=3330e7a8-bdee-4c1a-b997-c8867c85da4e&auth=6b639a990a359ff1d6cc8761081d57748ce3c81e-1cc406dd188b17632931e8b988725d28cde2bd77)

**LJMU Response 3:** Under Schedule 1, the following animals were not used in regulated procedures but humanely euthanised for other investigative purposes:

Rat

Microbiological Screening\* - 12

Tissue supply or dissection – 46

Mouse

Microbiological Screening – 6

Tissue supply or dissection – 63

Hamster

Microbiological Screening – 6

Zebrafish

Tissue supply or dissection – 68

\*Microbiological screening is where animals are tested for many pathogenic organisms by an accredited laboratory testing facility to identify possible health issues and maintain the future health status of the colonies. LJMU has an excellent health record.

**Your Request 4**: Were any animals rehomed in 2022? If so, please may I have their number and species

**LJMU Response 4:** No animals were rehomed.

**Your Request 5**: Do you reconcile the statistics each project licence holder compiles for the annual returns to the data the Establishment separately collects?

**LJMU Response 5:** Project Licence Holders are responsible for recording and submitting returns to the Home Office on an annual basis. These are copied to, and retained by, the Establishment Licence Holder (LJMU) for our records.

LJMU staff also keep brief records of animals used for investigations for internal finance purposes. The records kept are species, numbers, age, sex, user, purpose (regulated/non-regulated).

Project Licence holders may ask to cross reference/reconcile these records with theirs for confirmation prior to submission of Home Office returns every January.

**Your Request 6**: Can you please tell me for 2021 and 2022 how many project licences the Animal Welfare Ethical Review Body (AWERB) for your Establishment reviewed and decided to prevent them continuing for Home Office approval, this may be because for instance they identified a New Approach Methodology that could be used instead of animals

**LJMU Response 6:** No new project licence applications were submitted to AWERB in 2022.

## 23/027

***Your Request 1***: The partnership between this university and JCB including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 1: No live partnerships**

**Your Request 2**: The partnership between this university and Caterpillar including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 2: No live partnerships**

**Your Request 3**: The partnership between this university and Expedia including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 3: No live partnerships**

**Your Request 4**: The partnership between this university and PUMA including research contracts, investment fundings, exchange programmes and procurement

**LJMU Response 4: No live partnerships**

## 23/028

**Your Request 1**: I am researching my MA dissertation into contributory factors towards increased graduate attainment in English universities (also known as ‘grade inflation’).

 As part of this, I am trying to identify sector practices which contributed to the significant rise in first- and upper second-class awards in 2020 and 2021 before a subsequent drop in 2022.

Under the Freedom of Information Act, I would like to request the following information relating to your no-detriment policies during the pandemic. All responses will be aggregated and anonymised within my research report.

What changes, if any, were made to your undergraduate degree algorithm?

**LJMU Response 1:** Since 2020, the following two policies have been implemented in successive years that have temporarily impacted in the awarding of degrees at LJMU:

LJMU No Detriment Framework 2019-2020 – please find copy attached.

LJMU Safety Net Policy 2020-2021 – please find copy attached.

**Your Request 2**: What, if any, benchmarking exercises were undertaken to ensure marks were consistent with previous cohort performance?

**LJMU Response 2:** Please see annex 1 of the following policy:

LJMU No Detriment Framework 2019-2020 – please find copy attached.

**Your Request 3**: Were students permitted any late submission and/or re-submission of assessment without penalty?

**LJMU Response 3:** Yes, for the Academic Year 2020-2021. Please refer to our - LJMU Safety Net Policy 2020-2021 - please find copy attached.

**Your Request 4**: Was sector good practice maintained regarding internal moderation (typically ~10% of submissions) and External Examiner moderation?

**LJMU Response 4:** All assessments on modules that contributed to an award mark were internally and externally moderated as per our Assessment and Feedback policy.

**Your Request 5**: To which academic years did your no-detriment policies apply?

**LJMU Response 5:** LJMU No Detriment Framework 2019-2020; LJMU Safety Net Policy 2020-2021

## 23/029

**Your Request 1**: As per my records, **Haplo Services Ltd hosting** contract has expired. I would like to know whether this contract is still valid or replaced by any other supplier

**LJMU Response 1:** This contract was renewed to run until 31st January 2024

## 23/030

**Your Request 1**: Please can you disclose all information you hold on the Popular Front for the Liberation of Palestine, otherwise commonly known as the PFLP?

**LJMU Response 1:** LJMU’s does not hold any information on this organisation with relation to the operation of our Prevent Duty obligations.

**Your Request 2**: Please can you disclose the number of Prevent referrals made by or to your organisation regarding the Popular Front for the Liberation of Palestine, otherwise commonly known as the PFLP since 1st January 2012?

**LJMU Response 2:** We can confirm that we submit an annual return to The Office for Students (OfS) in relation to our compliance with the Prevent Duty. We will not be disclosing this or any of the other information requested however, under the exemption at Section 24 (1) of the FOIA that this action is required to safeguard National Security.

The University has chosen to Neither Confirm nor Deny whether it has referred any individuals through the Channel programme or the Prevent Duty by virtue of the exemptions listed below. No inference can be taken from this refusal that the information you have requested does or does not exist.

Section 24 provides provision for refusal of information in relation to the safeguarding of national security and allows public authorities exemption from the requirements of Section 1(1)a if confirming or denying would have an undesirable effect on national security. Section 24 is a qualified exemption and this requires the University to apply the Public Interest Test.

The University acknowledges that the public has a legitimate interest in being aware of and understanding any possible terrorist activities within Higher Education Institutions, and what actions are being taken to combat such activity. It also recognises that disclosure of the information could provide the general public with reassurances that the monitoring of criminals is conducted appropriately.

It has, however, taken the decision to provide a neither confirm nor deny response in relation to this part of your request, as to provide a response could indicate the effectiveness of the University’s monitoring activities. If a terrorist group were aware of the effectiveness of LJMU’s strategy under the Prevent Duty it could lead them to alter their activity and, as a result, impede any monitoring or investigation that may be required.

## 23/031

**Your Request 1**: The total number of fully online / fully distance learning students (not studying at a partner centre) by course (including level (UG/PG), course title and faculty) whether they are UK or non UK domiciled

The countries those students are registered from by each course

**LJMU Response 1:** There are currently 336 students enrolled at LJMU on courses fully delivered through distance learning.

Please see Annex 1 for a breakdown of these students by Level, Programme and Domiciled Status.

Please see Annex 2 for a breakdown of those same students by just Programme and Level

Please see Annex 3 for a breakdown of those same students by just Level and Domiciled Status.

Section 40 (2) of the FOIA imposes a duty on our organisation to protect the Personal Data of individuals when we respond to a request. To avoid individual cases being identified and inferences being made about them, where a cell in the above table includes less than 5 instances, the symbol <5 has been used to ensure compliance.

## 23/032

**Your Request 1**: 2023/24 IT Department Documents ;-  these types of documents have detailed information on the department's future plans and strategies. These documents could include:

ICT Strategy/Plan, ICT Department Plan, ICT Financial Plan

Corporate Procurement Strategy that covers 2023/24 and more.

**LJMU Response 1:** The University will not be disclosing this document because it would be prejudicial to our commercial interests to do so. We operate in a competitive sector and to be able to offer the best education to our students we need to ensure that our competition does not know our direction of travel. This detail may also limit our ability to achieve value for money in future procurement.

Section 43(2) of the FOIA allows us to withhold information in such cases and we do not consider there is public interest in disclosing it

**Your Request 2**: ICT Org Chart ;- with names and job titles

**LJMU Response 2:** This information is published annually by LJMU. The document can be found in the Information relating to IT Provision and Use document on the LJMU website: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information>

## 23/033

**Your Request 1**: How do you manage your meetings (organise agenda, minutes etc)? Do you use a committee meeting management software such as a board portal (CMIS, Modern.Gov, iBabs etc) or just emails etc?

If yes, what is the name of the supplier?

If yes, what is the contract expiry and contract review date?

How many users are on the board portal/management solution?

What is your overall cost and cost per user?

Could I also kindly ask for contact details for the best lead regarding this?

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/034

**Your Request 1**: How many disclosures of sexual misconduct did your university receive, year on year for the past five years and how can that data be broken down under;

* specific definitions of the incident like sexual harassment, sexual touching, and rape
* Equality and diversity data of the survivor. Including the ethnicity, gender, religion, disability and sexuality of those that disclose they have experienced sexual harassment or abuse

**LJMU Response 1:** We have opened the following cases:

|  |  |
| --- | --- |
| 2019/2020 | 7 |
| 2020/2021 | 21 |
| 2021/2022 | 39 |
| 2022/2023 (up to 16.03.23) | 84 |
| Total | 148 |

**Your Request 2**: For the last academic year, what were the average wait times for counseling support experienced by;

* The general student body
* Self-identified survivors of sexual harassment, abuse, and/ or violence

**LJMU Response 2:** No information held

**Your Request 3**: What relationship does the university have to external services in relation to multi-agency support for survivors, including;

* Specialist, identity-based organisations (for example, local or national groups that support ethnically minoritised survivors)
* The police
* Sexual assault referral centers (also known as SARCs)
* Local women’s services like domestic and sexual abuse crisis centers

**LJMU Response 3:**

The police – we employ a University Police Officer.

Sexual assault referral centers (also known as SARCs) - Informal professional referrals - SafePlace

Local women’s services like domestic and sexual abuse crisis centers - Informal referral information and online professional referral

**Your Request 4**: What training is given to staff members in relation to violence against women?

**LJMU Response 4:**

Staff are invited to a ‘meet the SVLA (Sexual Violence Liaison Adviser) - about basic awareness of SV/ DV, referral pathways and support

**Your Request 5**: What staff members are involved with survivors going through the process of an investigation? This could include student discipline, advocates, sexual health professionals and investigative staff

* Have any of these staff members received specialist training to work with survivors of sexualised trauma?

**LJMU Response 5:**

We have 1 full time trained ISVA (Independent Sexual Violence Advisor) and 3 trained SVLO’s (Sexual Violence Liaison Officers).

## 23/035

**Your Request 1:** I have an FOI request relating to your provision of:First aid training, Life support/CPR training [and] Resuscitation/defibrillator training.

Do you require staff/contractors to take this training

**LJMU Response 1:**

First aid training: Yes

Life support/CPR training: No

Resuscitation/defibrillator training: No

**Your Request 2**: Number of staff/contractors required to take training

**LJMU Response 2:**

First aid training: 101-250

Life support/CPR training: N/A

Resuscitation/defibrillator training: N/A

**Your Request 3**: Person/post/email/department responsible for managing this training

**LJMU Response 3:** Contact details for LJMU can be found on our website: <https://www.ljmu.ac.uk/contact-us/key-contacts>

**Your Request 4**: Person/post/email/department responsible for commissioning this training

**LJMU Response 4:** Contact details for LJMU can be found on our website: <https://www.ljmu.ac.uk/contact-us/key-contacts>

**Your Request 5** Is training provided in-house or is it contracted out

**LJMU Response 5:**

First aid training: Contracted out

Life support/CPR training: N/A

Resuscitation/defibrillator training: N/A

**Your Request 6**: If contracted, is it done so through a tender?

**LJMU Response 6:**

First aid training: No

Life support/CPR training: N/A

Resuscitation/defibrillator training: N/A

**Your Request 7**: If yes, when does current tender start/finish

**LJMU Response 7:** This information is not held

**Your Request 8**: Where is tender published

**LJMU Response 8:** This information is not held

## 23/036

**Your Request 1**: The number of current students (of all levels) who have supplied a permanent address located in each of the 9 Cheshire and Merseyside local authorities.

**LJMU Response 1:**

|  |  |
| --- | --- |
| Permanent Address by Local Authority | Current Student Headcount |
| Liverpool | 3932 |
| Wirral | 2089 |
| Sefton | 1428 |
| Knowsley | 983 |
| Cheshire West and Chester | 790 |
| St. Helens | 698 |
| Halton | 546 |
| Warrington | 485 |
| Cheshire East | 428 |

## 23/037

**Your Request 1**: The number of first-year entrants to your quantity surveying undergraduate course, broken down by gender- per year for the last 5 years.

**LJMU Response 1:**

|  |  |  |  |
| --- | --- | --- | --- |
| Academic year | Course Title | Gender | Headcount |
| 2017/18 | BSH.Quantity Surveying | F | 13 |
| 2017/18 | BSH.Quantity Surveying | M | 69 |
| 2018/19 | BSH.Quantity Surveying | F | 9 |
| 2018/19 | BSH.Quantity Surveying | M | 72 |
| 2019/20 | BSH.Quantity Surveying | F | 12 |
| 2019/20 | BSH.Quantity Surveying | M | 63 |
| 2020/21 | BSH.Quantity Surveying | F | 15 |
| 2020/21 | BSH.Quantity Surveying | M | 66 |
| 2021/22 | BSH.Quantity Surveying | F | 14 |
| 2021/22 | BSH.Quantity Surveying | M | 88 |

***Your Request 2****: The number of final year students studying your quantity surveying undergraduate course, broken down by gender - per year for the last 5 years.*

**LJMU Response 2:**

|  |  |  |  |
| --- | --- | --- | --- |
| Academic year | Course Title | Gender | Headcount |
| 2017/18 | BSH.Quantity Surveying | F | 11 |
| 2017/18 | BSH.Quantity Surveying | M | 43 |
| 2018/19 | BSH.Quantity Surveying | F | 12 |
| 2018/19 | BSH.Quantity Surveying | M | 63 |
| 2019/20 | BSH.Quantity Surveying | F | 14 |
| 2019/20 | BSH.Quantity Surveying | M | 75 |
| 2020/21 | BSH.Quantity Surveying | F | 13 |
| 2020/21 | BSH.Quantity Surveying | M | 79 |
| 2021/22 | BSH.Quantity Surveying | F | <5 |
| 2021/22 | BSH.Quantity Surveying | M | 58 |

***Your Request 3****: The total number of females who have withdrawn from the quantity surveying undergraduate course per year for the last 5 years.*

**LJMU Response 3:** These figures do not include students who have failed their courses, changed their programme or have died.

|  |  |  |  |
| --- | --- | --- | --- |
| Academic year | Course Title | Gender | DropOut |
| 2017/18 | BSH.Quantity Surveying | F | 0 |
| 2018/19 | BSH.Quantity Surveying | F | 0 |
| 2019/20 | BSH.Quantity Surveying | F | <5 |
| 2020/21 | BSH.Quantity Surveying | F | <5 |
| 2021/22 | BSH.Quantity Surveying | F | <5 |

In accordance with Section 40 (2) of the FOIA, the university has not been able to give the exact numbers where small numbers of individuals are involved, so that an individual cannot be identified, or inferences be drawn about them. The University has inserted a “less than five” (<5) value in any appropriate cell.

## 23/038

***Your Request 1****: 1. Telephony and UC/ Collaboration*

*a. Please confirm the manufacturer of your telephony system(s) that are currently in place b. When is your contract renewal date?*

*c. Who maintains your telephony system(s)?*

*d. Do you use Unified Communications or Collaboration tools , if so which ones?*

*2. Microsoft*

*a) What Microsoft 365 licence do you have across the business e.g. E3, E5*

*b) Which partner looks after your Microsoft tenant?*

*c) Where do you host your applications? Do you have on-premise infrastructure or do you host your applications in public or private cloud? Which?*

*3. Storage*

*a. Does your organisation use on-premise or cloud storage or both?*

*b. Please confirm the on-premise hardware manufacturer c. Please confirm your cloud storage provider d. What is your annual spend on cloud storage?*

*e. How do you back up your data and with who e.g. Backup as a Service*

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/039

***Your Request 1****: The total number of students studying at your university, in the academic year 2021 - 2022.*

**LJMU Response 1:** 28102

**Your Request 2**: The number of students seeking support from the University's Wellbeing Service - or other University, in house, mental health support service - in the academic year 2021 - 2022.

**LJMU Response 2:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Academic year** | **Counselling** | **Mental Health** | **Wellbeing Team** |
| **21/2022** | 903 | 511 | 3754 |

Details of theCounselling and Mental Health services available to LJMU students can be found on our website: <https://www.ljmu.ac.uk/discover/student-support/health-and-wellbeing/counselling-and-mental-health-service>

## 23/040

**Your Request 1**: Please provide numbers of non-UK domiciled students, broken down by country of domicile, enrolled on the following courses, including part time and full-time options:

Policing and Criminal Investigation MSc

Terrorism, Policing and Security MSc

Counter-Terrorism Studies MSc

Security Studies MSc

Intelligence and Security Studies MSc

Security and Terrorism Law MA

Security Management  MSc

Covert Investigation and Specialist Intelligence MSc

PGDip/ PGCert Evidence Informed Practice

For each country cohort of students, please state how many students are in employment and provide a breakdown of student numbers by profession.

For students who are members of their country’s security forces, please indicate the security force they are members of eg police, military, paramilitary, intelligence etc. For government workers please specify their department.

Please include data for the academic year commencing 2022, as well as 2021, 2020, 2019 and 2018.

**LJMU Response 1:** Please see attached at Annex 1, a breakdown of the domicile status of students excluding those domiciled in the UK on the above courses since the 2018/19 academic year.

Section 40 (2) of the FOIA imposes a duty on our organisation to protect the Personal Data of individuals when we respond to a request. To avoid individual cases being identified and inferences being made about them, where a cell in the above table includes less than 5 instances, the symbol <5 has been used to ensure compliance.

LJMU does not hold records of the employment status of these students.

**Your Request 2**: Does Liverpool John Moores University carry out any human rights due diligence on international students applying for any of the above named courses, or have any other policies in place to assess human rights risks linked to course provision? If so please provide details.

**LJMU Response 2:** No

**Your Request 3**: Does Liverpool John Moores University conduct any course provision for any of the above named courses overseas? If so please provide details.

**LJMU Response 3:** No

**Your Request 4**: Does Liverpool John Moores University hold any relationships with any overseas state security, government or educational institutions in relation to its provision of any of the above named courses? If so please provide details.

**LJMU Response 4:** No

## 23/041

**Your Request 1**: **Executive Team -** Total number of members:

**LJMU Response 1:** 12 – Details of our Executive Leadership Team can be found on our website: <https://www.ljmu.ac.uk/about-us/structure/executive-leadership-team>

**Your Request 2**: **Executive Team -** Number of BAME members:

**LJMU Response 2:** <5\* individuals have identified as such in voluntary monitoring data.

**Your Request 3**: **Executive Team -** Number of Black or Black mixed heritage members:

**LJMU Response 3:** <5\* individuals have identified as such in voluntary monitoring data.

**Your Request 4**: **Professional services staff -** Total number of professional services staff **below** Spine Point 30:

**LJMU Response 4:** The university’s spine points differ slightly from the UCEA spine points. For the purposes of this response staff employed in Professional Services areas (which includes campus support services) who earn less than £36,333 as of the 1st of February has been included

No. of staff = 742

**Your Request 5**: **Professional services staff –** Number of BAME professional services staff **below** Spine Point 30:

**LJMU Response 5:** Same criteria as Response 4 has been used

No. of Staff = 40 individuals have identified as such in voluntary monitoring data.

**Your Request 6**: **Professional services staff -** Number of Black or Black mixed heritage professional services staff **below** Spine Point 30:

**LJMU Response 6:** Same criteria as Response 4 has been used

No. of staff = 17 individuals have identified as such in voluntary monitoring data.

**Your Request 7**: **Professional services staff –** Total number of professional services staff **on** Spine Point 30 and **above**:

**LJMU Response 7:** The university’s spine points differ slightly from the UCEA spine points. For the purposes of this response staff employed in Professional Services areas (which includes campus support services) who earn £36,333 or more as of the 1st of February has been included

No. of staff = 304

**Your Request 8**: **Professional services staff –** Number of BAME professional services staff **on** Spine Point 30 and **above**:

**LJMU Response 8:** *Same criteria as Response 7 has been used*

No. of staff = 15 individuals have identified as such in voluntary monitoring data.

**Your Request 9**: **Professional services staff –** Number of Black or Black mixed heritage professional services staff **on** Spine Point 30 and **above**:

**LJMU Response 9:** *Same criteria as Response 7 has been used*

No. of staff = 8 individuals have identified as such in voluntary monitoring data.

**Your Request 10**: **Professional services staff –** Total number of professional services staff **not** on the Spine Point Scale (individual contract):

**LJMU Response 10:** No. of staff = 20

**Your Request 11**: **Professional services staff –** Number of BAME professional services staff **not** on the Spine Point Scale (individual contract):

**LJMU Response 11:** No. of staff = <5\* individuals have identified as such in voluntary monitoring data.

**Your Request 12**: **Professional services staff –** Number of Black or Black mixed heritage professional services staff **not** on the Spine Point Scale (individual contract):

**LJMU Response 12:** No. of staff = 0 individuals have identified as such in voluntary monitoring data.

**Your Request 13**: **General -** What was your mean ethnicity pay gap (%) in the 21/22 Academic year?

**LJMU Response 13:** -7.33% on average BAME staff members pay was higher than white colleagues

**Your Request 14**: **General -** Is there a university led initiative for decolonisation the curriculum?  Yes/No

**LJMU Response 14:** Yes - the university has in place a number of initiatives focused on decolonising the curriculum

**Your Request 15**: **General -** Is there a specific university anti-racist strategy?

**LJMU Response 15:** The university does not have a specific anti-racist strategy. The University has set Diversity and Inclusion Priorities and Action Plan which covers Race Equality

\*In accordance with Section 40 (2) of the FOIA, the university has not been able to give the exact numbers where small numbers of individuals are involved, so that an individual cannot be identified, or inferences be drawn about them. The University has inserted a “less than five” (<5) value in any appropriate cell.

## 23/042

***Your Request 1****: Since the start of this academic year (Sept 2022) how many complaints have been received by your accommodation office about the standard of student accommodation where part of the complaint has made specific reference to the fact that the accommodation is not worth the price being charged for it, or a reduction in its price should be made to reflect the apparent defects?*

**LJMU Response 1:** None

**Your Request 2**: In relation to the most recent three such complaints please provide me with an exact transcript of the complaint as you received it, although I accept the name and address of the complainant as well as any other personal details will have to be redacted to comply with S.40 of the FoI Act.

**LJMU Response 2:** N/A

## 23/044

 **our Request 1**: *By ‘edtech’ I mean any hardware, software technology, and digital platform services designed to improve learning and training, improve student outcomes, enhance individualized education, and reduce the teaching burden on university staff.*

*1. Please provide a complete list of all invitations to tender (ITT) for Educational Technology (edtech) services managed by the procurement / buying team at the university during the period 1st January 2020 - 31st December 2020. For each ITT included in this list, please provide the following details:*

*i. Title*

*ii. Description*

*iii. Value of contract (£GBP)*

*iv. Contract start date*

*v. Contract end date*

*vi. (Where publicly available) Name of third-party awarded the contract*

*2. Please provide a complete list of all invitations to tender (ITT) for Educational Technology (edtech) services managed by the procurement / buying team at the university during the period 1st January 2021 - 31st December 2021. For each ITT included in this list, please provide the following details:*

*i. Title*

*ii. Description*

*iii. Value of contract (£GBP)*

*iv. Contract start date*

*v. Contract end date*

*vi. (Where publicly available) Name of third-party awarded the contract*

*3. Please provide a complete list of all invitations to tender (ITT) for Educational Technology (edtech) services managed by the procurement / buying team at the university during the period 1st January 2022 - 31st December 2022. For each ITT included in this list, please provide the following details:*

*i. Title*

*ii. Description*

*iii. Value of contract (£GBP)*

1. *iv. Contract start date*
2. *v. Contract end date*
3. *vi. (Where publicly available) Name of third-party awarded the contract*

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/045

**Your Request 1**: I'm writing to you under the Freedom of Information Act (2000) to ask that you please disclose to me, following a previously sent request from this address regarding fossil fuel funding from 2017-2021/22, that you please complete the same search for a much more limited amount of information exclusively covering the current calendar year.

The companies I'm looking for are all oil, gas, and coal companies.

This would include grants, investments, research agreements, gifts, sponsorship, hospitality, and donations from the following companies please:

BP, Shell, Total, Equinor (Statoil), Eni, Chevron, Exxon (ExxonMobil), ConocoPhilip (Conoco), BHP Group, Enbridge, Chesapeake Energy, Petrofac, Kellas Midstream, Kuwait Petroleum, OEUK, Dong Energy, Cheniere, Premtech, Aker BP, Glencore, Petronas, Saudi Aramco, Petro-Canada, E&P, OMV, Inpex, Ithaca Energy, Enquest, Woodside, Chrysaor, China Petroleum and Chemical Corporation (SINOPEC), Hewett Petroleum, Institute of Gas and technology, Balmoral Offshore, Airpac Bukom, Abbot Group, Capricorn Energy, Enterprise Oil, Melrose Resources, Rovotics, Senergy, Scottish Power, Trident, Zenocean, Schlumberger, Stena Drilling, Anglo-American, Tokyo Gas.

**LJMU Response 1:** None

**Your Request 2**: I'd also like the same for the following investment banks please: JP Morgan, Blackrock, Citi, Wells Fargo, and Bank of America.

**LJMU Response 2:** None

## 23/046

***Your Request 1****: How many workers/employees in total do you currently employ? What is the breakdown of these figure [according to the criteria below] - please note this question concerns your entire workforce, not just zero hours staff.*

*(a) sex: Male, Female, Other, Prefer not to say*

*(b) age: 16-17, 18-20, 21-22, 23-24, 25-34, 35-44, 45-54, 55-64, 65+*

*(c) race:*

*White - English/Welsh/Scottish/Northern Irish/British Irish*

*White - Gypsy or Irish Traveller*

*White - any other background*

*Asian or Asian British - Indian*

*Asian or Asian British - Pakistani*

*Asian or Asian British - Bangladeshi*

*Asian or Asian British - Chinese*

*Asian or Asian British - Any other background*

*Black or Black British - Caribbean*

*Black or Black British - African*

*Black or Black British - Any other background*

*Mixed - White and Black Caribbean*

*Mixed - White and Black African*

*Mixed - White and Asian*

*Mixed - Any other mixed background*

*Other ethnic group*

*Prefer not to say*

**LJMU Response 1:**

a)

|  |  |
| --- | --- |
| **Row Labels** | **Count of Employee Number** |
| Arab | 32 |
| Asian - Bangladeshi | 6 |
| Asian - Indian | 26 |
| Asian - Pakistani | 21 |
| Asian Other | 32 |
| Black African | 46 |
| Black British | 13 |
| Black Caribbean | <5 |
| Black Other | <5 |
| Chinese | 49 |
| Chinese - Other | <5 |
| Information Refused | 28 |
| Mixed - White and Asian | 10 |
| Mixed - White and Black African | 10 |
| Mixed - White and Black Caribbean | 7 |
| Not Known | 32 |
| Other Ethnic Background | 13 |
| Other Mixed Background | 23 |
| White - British | 540 |
| White - English | 1313 |
| White - Irish | 69 |
| White - Scottish | 22 |
| White - Welsh | 50 |
| White Other | 234 |
| (blank) | 96 |
| **Grand Total** | **2681** |

b)

|  |  |
| --- | --- |
| **Row Labels** | **Count of Employee Number** |
| 18-20 | 1 |
| 21-22 | 12 |
| 23-24 | 50 |
| 25-34 | 372 |
| 35-44 | 718 |
| 45-54 | 789 |
| 55-64 | 642 |
| 65+ | 97 |
| **Grand Total** | **2681** |

c)

|  |  |
| --- | --- |
| **Row Labels** | **Count of Employee Number** |
| F | 1441 |
| M | 1240 |
| **Grand Total** | **2681** |

## 23/047

**Your Request 1**: Please could you reveal how many student suicides, or suspected suicides (if you hold this information), at your university have occurred since and including the academic year 2018/2019.

Please can you provide the figures broken up per academic year, or year, depending on how you hold the data.

E.g. 2018/2019, 2019/2020, 2020/2021, 2021/2022, 2022/2023 so far. Or 2018, 2019, 2021, 2021, 2022, 2023 so far.

Please distinguish between the number of student suicides and suspected suicides, if you hold information on the latter.

If you do not hold any information on suicides or suspected suicides please could you provide reasoning for why this is the case.

**LJMU Response 1:** LJMU does not hold any records of having been informed by a coroner of any of our student’s deaths being ruled as a suicide.

We are not registered as an interested party with the coroner in any cases during this time.

In the 2020/2021 academic year LJMU started keeping a record of cases where our students were reported or otherwise known to have, or suspected to have committed suicide.

During both the 2020/2021 and 2021/22 academic years, the death of one LJMU student in each year is known to have been a suicide or suspected suicide. In addition, the university is aware of one suspected suicide in 2020/21 but this has never been confirmed by either the family or the coroner. With regard to the suicide, we were informed by the family after the coroner’s review.

We do not hold formal records related to previous years, although we are aware of the existence of further cases prior to September 2020.

Direct support and counselling for students is available via our [Student Advice and Wellbeing](https://www.ljmu.ac.uk/discover/student-support) team. Third party organisations such as the [Samaritans](https://www.samaritans.org/) are also available to students and details are available on our [website](https://www.ljmu.ac.uk/discover/student-support/health-and-wellbeing/counselling-and-mental-health-service/what-to-do-in-a-crisis).

**Your Request 2**: Does your university request permission from a student to contact an individual, nominated by a student, if they have concerns for their mental health or welfare when a student registers at the university?

If so please provide figures on how many students opted in or out of this consent for the last five years, or from when the policy was implemented.

If so please break these figures up by academic year, or year, depending on how you hold the data. .

**LJMU Response 2:** We do not ask students to ‘opt-in’ at registration. Safety planning is done routinely with individual students through professional services within the university. In addition to routine safety planning, the university is working on a ‘Trusted contacts’ policy and aims to implement this by September 2023

## 23/048

**Your Request 1**: How many care leavers, according to your institution’s definition of a care leaver (for example, the Department for Education defines a care leaver as “[a]ll children who had been looked after for at least 13 weeks which began after they reached the age of 14 and ended after they reached the age of 16”), started an undergraduate degree course at your university in the academic year 2021/22?

**LJMU Response 1:** This information is collected by and made available from the Higher Education Statistics Agency (HESA)

<https://www.hesa.ac.uk/data-and-analysis>

Tailored dataset services concerning the UK Higher Education sector including the data from LJMU can be obtained from Joint Information Systems Committee (JISC) <https://www.jisc.ac.uk/tailored-datasets>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/050

***Your Request 1****: [With regards to LJMU’s* [*IT Provision and Use Document*](https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data)*] Has the Daisy contract been renewed as in the response it has expired?*

**LJMU Response 1:** Under the provisions of Section 22 of the FOIA, the University is not obliged to provide a response if the information requested is intended for future publication.

The University can confirm that the information requested is intended for update and publication each year and will be available on the website at:

<https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

The University has considered the public interests and has found the balance to be in favour of withholding the information.

**Your Request 2**: *What is the monthly spend for the minutes contract?*

Is there a spend for the WAN contract?

**LJMU Response 2:**  We are not going to disclose the value of IT contract because this is likely to prejudice our commercial interests. The public interest is in favour of withholding the information for this reason under the provisions of s.43 of the FOIA.

## 23/051

**Your Request 1**: What well-being/mental health support was available for students during the COVID-19 pandemic?

**LJMU Response 1:** During the pandemic, LJMU working at home delivered our Wellbeing and Mental Health services via phone initially and then via Microsoft Teams (in addition to by phone) as home working was established.

**Your Request 2**: Which languages other than English were the services available in?

**LJMU Response 2:** Services were not routinely available in languages other than English.

**Your Request 3**: Please answer the following questions regarding services post-COVID (2022-2023):

Did mental health services change after the pandemic? What other resources were made available and why?

**LJMU Response 3:** Post pandemic we have retained a blended model of service, using phone and Microsoft Teams to support students in addition to reinstating in-person appointments.

For more up-to-date details of the services available to students please see our website:

<https://www.ljmu.ac.uk/discover/student-support/health-and-wellbeing/counselling-and-mental-health-service>

**Your Request 4**: Are they available in languages other than English?

**LJMU Response 4:** Services are not routinely available in languages other than English, but we will source translation services as possible/required to do so.

## 23/052

**Your Request 1**: The university’s policy concerning the payment of external actors used by student filmmakers to help with their coursework. – information to include the university’s policy on this topic and how it ensures these films are legally compliant with the UK National Minimum Wage Act 1998.

**LJMU Response 1:** As student assessed work is produced for the purposes of their education and not as a profit-making commercial venture, students seek voluntary actors for the films they produce for assessment purposes. This is not in breach of either the National Minimum Wage regulations or other employment law obligations*.* LJMU’s legal advisors are consulted where necessary.

**Your Request 2**: Information relating to the budgets that the uni provides to students to make their films. Ie. Fiscal amount of budget

**LJMU Response 2:** On some modules students can claim back a small budget so that they are not out of pocket for expenses such as food and travel. We encourage students to pay for actors’ expenses from this budget. Budgets depend on the type of production and number of students working on a production and vary between programmes.

**Your Request 3**: Any template contracts or documents concerning actors employment that are supplied by the university to student film makers and external actors for use with their coursework. (Templates are fine.)

**LJMU Response 3:** This information is not held. As per our response to question 1, such actors give freely of their time to assist students’ education; they are not employed and so there are no contracts concerning actors’ employment.

**Your Request 4**: Information relating to how student film makers are educated or encouraged to promote on screen diversity in their student films and how student films are compliant with the university’s Equality and Diversity Policies and the UK Equalities Act 2010.

**LJMU Response 4:** Liverpool Screen Schools programmes discuss at a department and school level approaches to inclusivity, accessibility and diversity. The school shares good practice around decolonising the curriculum and is represented on the University working group for EDI. As a subject area, we are engaged in discussion with industry partners about inclusion in the media and film industry and the course team are committed to this ongoing conversation. As a practical programme, where students are generally engaged in producing media, this approach to tackling inclusivity in production, as well as ensuring diversity, is seen as key in our approach. Our staff represent a diverse demographic and we frequently work with guest producers who bring diverse perspectives. Our LJMU values are key to both content and delivery of all our programmes and every aspect of our work complies with LJMU policy.

## 23/053

***Your Request 1****: Do you provide health, fitness or performance testing to the public? This can include but may not be limited to body composition tests, Spirometry tests, Basal metabolism tests, Lactate threshold tests, Vo2 max tests and so forth, If not please disregard this request and provide me with a nil response.*

**LJMU Response 1:** Yes

***Your Request 2****: If you provide any of these services, please list them below.*

 **LJMU Response 2:** VO2 Peak testing is currently available via our Faculty of Science.

***Your Request 3****: Please provide a link to any booking forms/ cost information that is available or outline the cost of each service.*

**LJMU Response 3:** <https://buyonline.ljmu.ac.uk/product-catalogue/ljmu/faculty-shop/faculty-of-science> For further information about the service, please contact the Faculty of Science.

## 23/055

**Your Request 1**: Please provide a breakdown of your student population data for the following cohorts, if applicable at the University:

**Engineering (all in BSc/BEng or MSc)**

**Mathematics and Physics (all in BSc courses)**

**Computer Science (all BSc Courses)**

**Chemistry and Biological Sciences (Any/All BSc Courses)**

We have attached a spreadsheet, made by our team, that ideally we would want completing to show the breakdowns of these areas per area (i.e 1 spreadsheet for each area), and then the specific population information in terms of total numbers of F/M ratio, WP, registered disabilities, year group etc.

We are only looking for this information on Home Students. Please do not include international students in the figures

**LJMU Response 1:** Data relates to UK nationals in the below schools

Contact information for our faculties can be found on our website: https://www.ljmu.ac.uk/about-us/faculties

|  |  |
| --- | --- |
| All Levels by School |  |
|  |  |
| Prog School Name | Headcount |
| Astrophysics Research Institute | 72 |
| Biological and Environmental Sciences | 1118 |
| Civil Engineering and Built Environment | 1610 |
| Computer Science and Mathematics | 876 |
| Engineering | 718 |
| Pharmacy & Biomolecular Sciences | 1776 |
| Sport and Exercise Sciences | 1751 |
| Total | 7921 |

|  |  |
| --- | --- |
| First Degree by School |  |
|  |  |
| Prog School Name | Headcount |
| Biological and Environmental Sciences | 1045 |
| Civil Engineering and Built Environment | 1486 |
| Computer Science and Mathematics | 835 |
| Engineering | 641 |
| Pharmacy & Biomolecular Sciences | 1517 |
| Sport and Exercise Sciences | 1503 |
| Total | 7027 |

|  |  |  |
| --- | --- | --- |
| All Levels By Level in the  |  |  |
|  |  |  |
| Year of Study | Headcount | % |
| MIX | 1 | 0.0 |
| NQ3 | 427 | 5.4 |
| NQ4 | 2381 | 30.1 |
| NQ5 | 2051 | 25.9 |
| NQ6 | 2045 | 25.8 |
| NQ7 | 757 | 9.6 |
| NQ8 | 259 | 3.3 |
| Total | 7921 |  |

|  |  |  |
| --- | --- | --- |
| First Degree By Level |  |  |
|  |  |  |
| Year of Study | Headcount | % |
| NQ3 | 427 | 6.1 |
| NQ4 | 2342 | 33.3 |
| NQ5 | 2039 | 29.0 |
| NQ6 | 2043 | 29.1 |
| NQ7 | 176 | 2.5 |
| Total | 7027 |  |

|  |  |  |
| --- | --- | --- |
| All Levels by Gender |  |  |
|  |  |  |
| Gender | Headcount | % |
| Female | 3078 | 38.9 |
| Male | 4792 | 60.5 |
| Not Specified | 51 | 0.6 |
| Total | 7921 |  |

|  |  |  |
| --- | --- | --- |
| First Degree by Gender |  |  |
|  |  |  |
| Gender | Headcount | % |
| Female | 2662 | 37.9 |
| Male | 4317 | 61.4 |
| Not Specified | 48 | 0.7 |
| Total | 7027 |  |

|  |  |  |
| --- | --- | --- |
| All Levels by Ethnicity |  |  |
|  |  |  |
| Ethnicity | Headcount | % |
| Asian | 517 | 6.5 |
| Chinese | 65 | 0.8 |
| Black | 306 | 3.9 |
| Mixed | 293 | 3.7 |
| White | 6420 | 81.1 |
| Other | 184 | 2.3 |
| Refused/NK | 136 | 1.7 |
| Total | 7921 |  |

|  |  |  |
| --- | --- | --- |
| First Degree by Ethnicity |  |  |
|  |  |  |
| Ethnicity | Headcount | % |
| Asian | 466 | 6.6 |
| Chinese | 52 | 0.7 |
| Black | 269 | 3.8 |
| Mixed | 266 | 3.8 |
| White | 5687 | 80.9 |
| Other | 166 | 2.4 |
| Refused/NK | 121 | 1.7 |
| Total | 7027 |  |

|  |  |  |
| --- | --- | --- |
| All Levels by Disability |  |  |
|  |  |  |
| Disability | Headcount | % |
| Disabled | 1233 | 15.6 |
| Not Disabled | 6688 | 84.4 |
| Total | 7921 |  |

|  |  |  |
| --- | --- | --- |
| First Degree by Disability |  |  |
|  |  |  |
| Disability | Headcount | % |
| Disabled | 1083 | 15.4 |
| Not Disabled | 5944 | 84.6 |
| Total | 7027 |  |

|  |  |  |
| --- | --- | --- |
| All Levels by Home Region |  |  |
|  |  |  |
|  |  |  |
| Government Office Region | Headcount | % |
| North East | 108 | 1.4 |
| North West | 4712 | 59.5 |
| South East | 192 | 2.4 |
| Scotland | 30 | 0.4 |
| Wales | 585 | 7.4 |
| London | 145 | 1.8 |
| None | 41 | 0.5 |
| South West | 115 | 1.5 |
| West Midlands | 572 | 7.2 |
| East of England | 154 | 1.9 |
| East Midlands | 281 | 3.5 |
| Yorkshire and The Humber | 400 | 5.0 |
| Northern Ireland | 586 | 7.4 |
| Total | 7921 |  |

|  |  |  |
| --- | --- | --- |
| First Degree by Home Region |  |  |
|  |  |  |
|  |  |  |
| Government Office Region | Headcount | % |
| North East | 98 | 1.4 |
| North West | 4127 | 58.7 |
| South East | 161 | 2.3 |
| Scotland | 10 | 0.1 |
| Wales | 524 | 7.5 |
| London | 126 | 1.8 |
| None | 34 | 0.5 |
| South West | 98 | 1.4 |
| West Midlands | 531 | 7.6 |
| East of England | 130 | 1.9 |
| East Midlands | 256 | 3.6 |
| Yorkshire and The Humber | 367 | 5.2 |
| Northern Ireland | 565 | 8.0 |
| Total | 7027 |  |

|  |  |  |
| --- | --- | --- |
| **Societies Contactsfor this discipline** | **Society Contact Name/role** | **Society Email Address (if able to provide)** |
| FET Rocketry Student Society | Frederic Bezombes -Lecturer/Senior Lecturer | F.Bezombes@ljmu.ac.uk |
| FET Engineering Student Society (which includes civil engineers) | Alec Robinson, Technical Resource Manger | A.D.Robinson@ljmu.ac.uk  |
| Mathematics Student Society | Ian Jarman - Lecturer/Senior Lecturer | I.H.Jarman@ljmu.ac.uk |
| LJMU e-Racing Team | Alec Robinson, Technical Resource Manger | A.D.Robinson@ljmu.ac.uk  |

John Moores Student Union may run other relevant student societies. This data is not held by Liverpool John Moers University for the purposes of the FOIA. Please see their website or contact them for more detail: <https://www.jmsu.co.uk/groups>

Details of our Diversity Initiatives, including those for access to STEM subjects can be found on our website: <https://www.ljmu.ac.uk/about-us/edi>

## 23/056

***Your Request 1****: Detailed Report of Number of Indian [Domiciled] Students Enrolled to UG, PG & Research Programs at LJMU for the Below Mentioned Intakes :*

*Sep - 2020,2021,2022*

*Jan 2020,2021,2022 & 2023*

**LJMU Response 1:**

|  |  |  |  |
| --- | --- | --- | --- |
| Start Year | Start Month | Study level | Headcount |
| 2020 | Jan | PGT | 1 |
| 2020 | Jan | UG | 10 |
| 2020 | Sep | PGT | 79 |
| 2020 | Sep | UG | 31 |
| 2021 | Jan | PGT | 28 |
| 2021 | Sep | PGT | 167 |
| 2021 | Sep | UG | 5 |
| 2022 | Jan | PGT | 44 |
| 2022 | Sep | PGT | 198 |
| 2022 | Sep | UG | 9 |
| 2023 | Jan | PGT | 133 |
| 2023 | Jan | UG | 1 |

## 23/057

**Your Request 1**: How many students accessed support from your university counselling service in 2022?

**LJMU Response 1:** In the academic year 21/2022 903 individual students sought support from our Counselling service.

You can find our more information about the support services available to students on our website: <https://www.ljmu.ac.uk/discover/student-support/health-and-wellbeing>

**Your Request 2**: What was the average waiting time to access the counselling service at your university in 2022?

**LJMU Response 2:** LJMU do not hold this information.

## 23/058

**Your Request 1**: I would be most grateful if you would provide me, under the Freedom of Information Act, the following details in respect to your washroom services contract.

What is the contractual performance KPI's for this contract?

**LJMU Response 1:** Service visits completed in accordance with the specification; Respond to all operational enquiries within agreed response times; No. of complaints resolved within 5 working days; Invoice accuracy; Invoice timeliness – as per the framework user guide.

**Your Request 2**: Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages

**LJMU Response 2:** Direct award off the framework to the top ranked supplier - PHS

**Your Request 3**: Actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date.

**LJMU Response 3:** The University is withholding the value of spend under the current contract under s.43 of the FOIA because we believe that disclosure of any information that could be used to calculate the contract value is likely to prejudice our commercial interests. In using the exemption at s.43 we have considered that the public interest is in favour of withholding the value and protecting our ability to achieve value for money in future procurement exercises.

**Your Request 4**: Start date & duration of framework/contract?

**LJMU Response 4:** January 2023, initial 2 years.

**Your Request 5**: Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

**LJMU Response 5:** This information is not held

**Your Request 6**: Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?

**LJMU Response 6:** Yes, two 12-month extensions

**Your Request 7**: Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?

**LJMU Response 7:** No

**Your Request 8**: Who is the senior officer responsible for this contract?

**LJMU Response 8:** Head of Campus Support (Facilities)

## 23/059

**Your Request 1**:

1. Which ERP (Enterprise Resource Management) or Finance and HR is currently used?
2. What was the total value of the contract?
3. What is the annual contract value?
4. What is the duration of the contract?
5. When does your contract expire?
6. Do you have any planned upgrades of the software? If so, when?
7. Are you planning to go to market for a different ERP/ Finance system? If so, when?
8. Who is the person responsible for your ERP / Finance system? Please provide full name, title and contact information if possible.
9. If your finance or ERP is Unit4 please advise if this is:
10. Unit4 Cloud, On Premise or other cloud
11. If you have access to the Unit4 Extension Kit
12. Unit4 software version number (eg MS 6.7)
13. Has the University implemented a Integration platform as a service (iPaaS), such as Dell Boomi, Informatica, Clover etc

**LJMU Response 1:** Please read our “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/060

**Your Request 1**: For [the] cohort in the Summer Semester [BA (Hons) Commerce] Programme (May-Oct [2012])

What is the total number of students enrolled in the programme?

**LJMU Response 1:** 152

**Your Request 2**: How many students have completed (passed) the programme without deferment?

**LJMU Response 2:** 150

**Your Request 3**: Based on the award classification,

(a) The number of students who were awarded "First Class"

(b) The number of students who were awarded "Second Upper Class"

(c) The number of students who were awarded "Second Lower Class"

(d) The number of students who were awarded "Third Class"

**LJMU Response 3:**

|  |  |
| --- | --- |
| Degree Class | Headcount |
| First | 37 |
| 2:1 | 92 |
| 2:2 | 21 |

## 23/061

**Your Request 1**: Who at your university is responsible for the procurement of a BSL service? Do you have their email address?

**LJMU Response 1:** You can contact LJMU using the details available on our website: <https://www.ljmu.ac.uk/Contact%20us/Key%20contacts>

**Your Request 2**: Who at your university is responsible for your external communications, such as website and social media content? Do you have their email address?

**LJMU Response 2:** You can contact LJMU using the details available on our website: <https://www.ljmu.ac.uk/Contact%20us/Key%20contacts>

**Your Request 3**: Are your external comms/content currently provided in BSL for the Deaf community?

**LJMU Response 3:** On occasion when required.

**Your Request 4**: If yes, do you outsource these BSL translations to an agency?

**LJMU Response 4:** Yes

**Your Request 5**: If no, do you have any plans to provide your comms/content in BSL?

**LJMU Response 5:** N/A

## 23/062

***Your Request 1:***

*1. What are the names of the IT Systems or Applications you are running for the following functions:*

*a) Finance?*

*Is this hosted on premise or in the Cloud?*

*Contract Value?*

*Contract Length?*

*Contract Expiry Date?*

*b) HR?*

*Is this hosted on premise or in the Cloud?*

*Contract Value?*

*Contract Length?*

*Contract Expiry Date?*

*c) Payroll?*

*Is this hosted on premise or in the Cloud?*

*Contract Value?*

*Contract Length?*

*Contract Expiry Date?*

*2. What are the names of the IT Systems or Applications are you running for Research Management or Current Research Information System (CRIS) as specified below:*

*a) Pre-Awards*

*Is this hosted on premise or in the Cloud?*

*b) Contracts*

*Is this hosted on premise or in the Cloud?*

*c) Ethics*

*Is this hosted on premise or in the Cloud?*

*d) Post-Awards*

*Is this hosted on premise or in the Cloud?*

*What is the Contract Value for the system(s) above and the start and end date of the current contract(s)? If separate systems, please state contract value and end dates for each system.*

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere

## 23/063

**Your Request 1**:

Can you provide what is included in the taught content, number of hours allocated and how the knowledge is assessed specifically linking to 4 of the NMC proficiency standards/ domains (see below 6.2, 7.12, 5.5 and 5.6) in your nursing (Adult, Child, and Mental health fields) and your Midwifery courses for 3rd year undergraduate BSc students?

**NMC Nursing proficiency standards**

Domain 6.2. Understands the relationship between safe staffing levels, appropriate skills mix, safety, and quality of care, recognising risks to public protection and quality of care, escalating concerns appropriately

Domain 7.12. Demonstrate an understanding of the processes involved in developing a basic business case for additional care funding by applying knowledge of finance, resources and safe staffing levels

**NMC Midwifery proficiency standards**

Domain 5.5 Understand the relationship between safe staffing levels, effective team working, appropriate skill mix, and the safety and quality of care

Domain 5.6 Recognise risks to public protection and quality of care and know how to escalate concerns in line with local/national escalation guidance and policies

**LJMU Response 1:**

|  |  |
| --- | --- |
| Nursing | For nursing level 6 Learners have a whole day of teaching dedicated (7 hours on module 6105NRS) to safe staffing and associated elements (it is also included in levels four and five modules although not in as much depth.  The teaching in level 6 is underpinned from previous years. We have a spiral curriculum where themes are revisited as learners progress). Knowledge is assessed via a written assignment. This is a critical reflection on a practice related incident to explore the role of the multi-disciplinary team. Learners are asked to reflect of all aspects of safety in the workplace |
| Midwifery | In midwifery, we have a spiral curriculum where themes are revisited as learners progress. The teaching in level 6 is underpinned and explored further in depth from that taught in level 4 and 5. Effective team working, quality and safety of care is threaded throughout the three-year curriculum as learning from across the childbirth continuum.Domain 5.5 and Domain 5.6 are explored in depth throughout the programme.The Autonomous and Accountable Midwifery module (6103MW) covers specialist sessions, and workshops including leadership, safe staffing levels, professional body regulations, commissioning strategies, developmental and collaboration in practice, and have a dedicated day with a clinical governance & risk management midwife.Knowledge is assessed through analysis of the care/case-loading undertaken by learners, thorugh critical reflection and developing safe practice in the level 6 practice module (6100MW). These aspects are further supported in the Midwifery Ongoing Record of Achievement (MORA) clinical practice document which links to a practice module at each level of study (4100MW, 5100MW 6100MW). Learners are asked to reflect of all aspects of safety in the workplace and recognise risks to public protection and quality of care throughout. |

**Your Request 2**:  Do you include the National Quality Board guidance 2016 in both the nursing and midwifery undergraduate BSc courses?

**LJMU Response 2:**

|  |  |
| --- | --- |
| Nursing | No, there are more up to date materials utilised – but there is a link to these documents is made available to learners. |
| Midwifery | Yes, is a link to these documents made available to learners in level 6 (6103MW) in preparation for qualification as further supporting resources; but more relevant resources are utilised. |

**Your Request 3**: Do you include the Developing Workforce Standards guidance 2018 in both the nursing and midwifery undergraduate BSc courses?

**LJMU Response 3:**

|  |  |
| --- | --- |
| Nursing | No, there are more up to date materials used – but there is a link to these documents is made available to learners.  |
| Midwifery | Yes, is a link to this document made available to learners in level 6 (6103MW) in preparation for qualification as further supporting resources; but more relevant resources are utilised. |

**Your Request 4**: Do you include evidence-based staffing tools to use to support safe staffing levels and which ones in your undergraduate BSc Nursing and Midwifery courses?

**LJMU Response 4:**

|  |  |
| --- | --- |
| Nursing | No, although learners spend 50% of their time in a wide variety of placements so some may be aware of this. |
| Midwifery | No, evidence-based staffing tools used to support safe staffing levels are not directly taught, although midwifery students spend 50% of their time in clinical practice (including gynaecology and neonatal areas) so some may be aware of the Safer Nursing Care Tool. |

**Your Request 5**: Do you teach the following specific topics as part of your undergraduate BSc Nursing and Midwifery courses?

* *How to raise a staffing concern when in clinical practice?*
* *Do you teach about Freedom to speak up guardian role and how to access within healthcare settings?*
* *The outcomes and recommendations from the healthcare inquiry into the Mid-Staffordshire NHS Foundation Hospital (also known as the Francis report)?*
* *The outcomes and recommendations made in both the Kirkup 2015 and Ockenden 2020 and 2022 reports following healthcare failings in midwifery?*
* *The requirement for monthly reporting on staffing fill rates and ways in how this is monitored.*
* *Triangulation of staffing fill rates with patient and staff quality and safety metrics monthly from ‘ward to board’?*
* *What is a staffing establishment setting review and how they should be reviewed every 6 months at board level?*
* *NICE red flags and reporting and monitoring requirements?*

**LJMU Response 5:**

|  |  |  |
| --- | --- | --- |
|  | **Nursing**  | **Midwifery** |
| How to raise a staffing concern when in clinical practice? | Yes – also made aware of the system for raising any concerns whilst in practice | Yes, at the onset of their training, student midwives are made aware of how to raise a staffing concern when in clinical practice. Students can do this via their clinical practice document virtual learning environment (VLE), PARE, or directly through the Lead Midwife for Education (LME). |
| Do you teach about Freedom to speak up guardian role and how to access within healthcare settings? | Yes | Yes, the Freedom to speak up guardian role and how to access within healthcare settings is incorporated into the level 6 theory module, Autonomous and Accountable Midwifery (6103MW). |
| The outcomes and recommendations from the healthcare inquiry into the Mid-Staffordshire NHS Foundation Hospital (also known as the Francis report)? | Yes | Yes, At point of application, midwifery applicants are expected to demonstrate knowledge of the 6Cs at application and in interview.The outcomes and recommendations from the healthcare inquiry into the Mid-Staffordshire NHS Foundation Hospital (Francis report) and more recent publications are taught in a level 6 theory module, Autonomous and Accountable Midwifery (6103MW). This is further explored in the level 6 practice module (6100MW). |
| The outcomes and recommendations made in both the Kirkup 2015 and Ockenden 2020 and 2022 reports following healthcare failings in midwifery? | Yes – module 4101(nursing) Numerous examples of incidents reported at national level used in relation to safe staffing in module 6105 | Yes, numerous examples of incidents reported at national level (in relation to safe staffing) are discussed in the level 6 midwifery practice module (6100MW), and the outcomes and recommendations are further explored at all levels of study and in depth in the level 6 in the module, Autonomous and Accountable Midwifery (6103MW). |
| The requirement for monthly reporting on staffing fill rates and ways in how this is monitored?  | No | No |
| Triangulation of staffing fill rates with patient and staff quality and safety metrics monthly from ‘ward to board’? | No | No |
| What is a staffing establishment setting review and how they should be reviewed every 6 months at board level? | No | No |
| NICE red flags and reporting and monitoring requirements? | Yes | Yes. For example, NICE red flags for sepsis and the subsequent reporting and monitoring requirements are included in a level 5 theory module (5102MW), and the level 6 practice module (6100MW). |

## 23/064

***Your Request 1:*** *Could you please supply me with the following information:*

*A full list of all contracts for facilities services delivered by an external provider on behalf of the University relating to the following areas:*

*Cleaning*

*Catering*

*Security*

*Other Facilities Management*

*For each, please provide the following information:*

*The name of the provider for each contract;*

*The value of each contract;*

*The number of staff employed on each contract;*

*The end date of each contract; and the date that any decision would need to be made regarding renewal;*

*Details of any break clauses within the contact, and/or details of whether each contract carries an option to extend the duration of the contract;*

A named contact for the responsible manager for that service

**LJMU Response 1:**

LJMU operates a hard FM contract for estates services. This contract with Salisbury Group runs from 01/11/2021 to 31/10/2026. No decision is expected to be made about extension of this contract until 2026.

The majority of LJMU’s soft FM services are delivered through our internal team (catering, receptions, security, cleaning and campus support etc)

We do outsource two cleaning contracts only to buildings we lease: Exchange Station (LJMU demised areas) and Liverpool Science Park (LJMU demised areas)

12th month rolling contracts for both – general office cleaning services only (Exchange Station ends 1st November 2023. Liverpool Science Park ends June 2023)

No decision has yet been made about renewal of these two contracts.

## 23/065

**Your Request 1**: With reference to [Domestic Abuse Policy Guidance for UK Universities](https://ddec1-0-en-ctp.trendmicro.com:443/wis/clicktime/v1/query?url=https%3a%2f%2fclok.uclan.ac.uk%2f37526%2f7%2f37526%2520Domestic%2520Abuse%2520Policy%2520Guidance%2520for%2520UK%2520Universities%25202021.pdf&umid=b27bd428-8800-4a2a-a2bf-960af4df3233&auth=6b639a990a359ff1d6cc8761081d57748ce3c81e-0b95bcbb94d81529ea663c2928f549d92b42c77a), published by HARM network, University of Central Lancashire in 2021, and **distributed to all UK universities** via email.

On behalf of HARM network, UCLan, Dr Khan is writing to you to request information relating to domestic abuse policies, training, and communications at your university.

The purpose of this request is to inform a national evaluation research project, funded by Research England (QR SPF), to investigate the impact of HARM’s Domestic Abuse Policy Guidance for UK universities, 2021 (the intervention).

Specifically, we want to know how, if at all, this Guidance has been used by your university.

*Have you, or your University HR colleagues, VC Group or Policy Team, read Domestic Abuse Policy Guidance for UK Universities?  Yes / No*

*If NO, were you, or your university HR colleagues, VC Group or Policy Team, aware of this Guidance prior to this email contact?  Yes /No*

If you answered NO to both question 1, please skip to question [9].

If you answered YES to either questions 1, please complete the following:

**LJMU Response 1:** Yes. As an employer, the University is already committed to supporting all victims of domestic abuse regardless of gender, age, ethnicity, sexuality, or any other characteristics.  We are committed to developing a workplace culture where there is zero tolerance for abuse and we will ensure that people have the right to access information, guidance and/ support from us and should be assured that they will receive an appropriate and informed response.

The University is committed to ensuring staff are aware of up-to-date information on domestic abuse through its commitment to the Merseyside Police and Crime Commissioner Domestic Abuse Workplace Champions Scheme, providing support for staff by ensuring appropriate training for those with designated responsibilities as workplace domestic abuse champions, and supported by the introduction of a Policy.

**Your Request 2**: POLICY

Has your university used, or been prompted by, this Guidance to create or update a Domestic Abuse Policy?

Yes - we created new policy

Yes - we used it to update existing policy

No - we already had a policy in place

No - other

**LJMU Response 2:** No - we already had a policy in place. We did, however, review and attend some of the sessions by the network to ensure we were working in the right way.

**Your Request 3**: If YES, is this for

Students

Staff

Both staff and students

**LJMU Response 3:** Staff

**Your Request 4**: Is this Policy publicly available on your university website?

If YES, please provide a link:

If NO, please tell us where you have made or intend to make this Policy available (e.g. intranet):

**LJMU Response 4:** No. This policy is available to all LJMU staff via our intranet and on request.

**Your Request 5**: If your university does NOT have a Domestic Abuse Policy, do you intend to use this Guidance to create one in future?

**LJMU Response 5:** N/A

**Your Request 6**: TRAINING

Has your University used, or been prompted by, this Guidance to train staff and/or students around the issue of domestic abuse?

Is this training advertised publicly on your University Website?

If YES, please provide a link:

If NO, please tell us where or how you have made or intend to make this training available (e.g. intranet):

**LJMU Response 6:** No. We already trained our staff. Details can be found on our website: <https://www.ljmu.ac.uk/about-us/news/articles/2022/12/15/pcc-praises-ljmu-for-raising-awareness-of-domestic-abuse-support>

**Your Request 7**: If your university does NOT offer Domestic Abuse Training, do you intend to use this Guidance to create training internally or instruct an external provider in future?

**LJMU Response 7:** N/A

**Your Request 8**: COMMUNICATIONS

Has your university used, or been prompted by, this Guidance to issue communications to staff or students around the issue of domestic abuse?

Yes

No

If NO, do you intend to use this Guidance to inform the development of any communications in future?

**LJMU Response 8:** No but we do intend to in the future.

**Your Request 9**: USE OF THIS GUIDANCE IN FUTURE

Please only complete this section If you answered NO to both questions 1 and 2.

Now that you are aware of this Guidance, do you intend to use it in future?

**LJMU Response 9:** N/A

## 23/072

**Your Request 1**: (1) For the financial years 2017/18, 2018/19 and 2019/20 and information available for 2020/21 and up until the end of 2022, I would like to be provided with details on accepted donations (worth over £10,000), gifts (worth over £10,000), grants (worth over £10,000) and research funding (worth over £10,000) that have come from Chinese individuals, Chinese companies, Chinese charities, Chinese government departments/agencies, and other Chinese organisations.

For each donation, gift, grant and research funding, I would like the following information:

- Provide the name of the Chinese individual/company/charity/government department/agency/organisation that gave the donation/gift/grant/research funding
- The date the university accepted such donation, gift, grant and research funding
- The sum and description of the accepted donation, gift, grant and research funding
- A description of what the donation, gift, grant and research funding was used for

**LJMU Response 1:** Section 12 of the FOIA puts a limit of £450 on the costs the University should need to incur in responding to a request for information. Any request costing in excess of this should be refused. Unfortunately, the University’s finance team has analysed your question and is not able to answer it without detailed manual analysis of all donations and gifts and grants and research funding.

Due to the volume of finance records covering the five years that you have requested the costs of the required analysis would be in excess of £450.

**Your Request 2**: 2) Also, for the financial years 2017/18, 2018/19 and 2019/20 and information available for 2020/21 and up until the end of 2022, I would like to be provided with details on donations (worth over £10,000), gifts (worth over £10,000), grants (worth over £10,000) and research funding (worth over £10,000) that have come from Chinese individuals, Chinese companies, Chinese charities, Chinese government departments/agencies, and other Chinese organisations which have been rejected by the university.

For each rejected donation, gift, grant and research funding, please provide the following information:

- Provide the name of the Chinese individual/company/charity/government department/agency/organisation that gave the donation/gift/grant/research funding
- The date the university rejected such donation, gift, grant and research funding
- The sum and description of the rejected donation, gift, grant and research funding
- The reasons why the donation, gift, grant and research funding was rejected

**LJMU Response 2:** Section 12 of the FOIA puts a limit of £450 on the costs the University should need to incur in responding to a request for information. Any request costing in excess of this should be refused. Unfortunately, the University’s finance team has analysed your question and is not able to answer it without detailed manual analysis of all donations and gifts and grants and research funding.

Due to the volume of finance records covering the five years that you have requested the costs of the required analysis would be in excess of £450.

## 23/066

**Your Request 1**: The amount of plagiarism cases since 2013, broken down by each year

**LJMU Response 1:**

|  |  |
| --- | --- |
| 2013/14 | Information not held |
| 2014/15 | Information not held |
| 2015/16 | Information not held |
| 2016/17 | Information not held |
| 2017/18 |  119 |
| 2018/19 |  59 |
| 2019/20 |  94 |
| 2020/21 |  106 |
| 2021/22 |  159 |
| 2022/23\* |  64 |

(\*) This academic year has yet to conclude so this number is provisional.

## 23/067

**Your Request 1**: Please could you provide the annual spend for the below suppliers (see table) from April 2022 to March 2023?

**LJMU Response 1:**

|  |  |
| --- | --- |
|  | Annual Spend April 2022 to March 2023. |
| Alan Wilson Electrical Supplies |  £0 |
| Albion Electric |  £0 |
| AN Supplies Ltd |  £0 |
| B E D ELECTRICAL DISTRIBUTIONS |  £0 |
| Bennett & Fountain |  £0 |
| Bridge Electrical Supplies |  £0 |
| C & K Supplies |  £0 |
| CEL Electrical |  £0 |
| City Electrical Factors |  £0 |
| Contact Electrical Distributor |  £0 |
| CRS Electrical Supplies Ltd |  £0 |
| CUMBERLAND ELECTRICAL WHOLESALERS LTD |  £0 |
| DINNING ELECTRICAL WHOLESALE |  £0 |
| Edmundson Electrical |  £0 |
| Electric Base |  £0 |
| Electric Centre |  £0 |
| ELECTRICAL WHOLESALE SUPPLIES LTD (EWS) |  £0 |
| Electrical Wholesale Supplies Swansea Ltd |  £0 |
| EXPERT ELECTRICAL SUPPLIES LTD |  £0 |
| Eyre and Elliston Ltd |  £0 |
| FYLDE ELECTRICAL SUPPLIES LTD |  £0 |
| GCG ELECTRICAL WHOLESALERS LIMITED, |  £0 |
| GILBEY ELECTRICAL WHOLESALERS LTD |  £0 |
| GILTBROOK ELECTRICAL DISTRIBUTORS LTD |  £0 |
| Hardings Electrical |  £0 |
| IMPACT ELECTRICAL DISTRIBUTORS LTD |  £0 |
| Independent Electrical Supplies |  £0 |
| Juice Electrical Supplies |  £0 |
| KEW ELECTRICAL DISTRIBUTORS LTD |  £0 |
| LH Evans |  £0 |
| LINCS ELECTRICAL WHOLESALERS LTD (LEW) |  £0 |
| Links Electrical Supplies |  £0 |
| MAINS ELECTRICAL DISTRIBUTORS LTD |  £0 |
| Medlock |  £0 |
| Newey & Eyre |  £0 |
| NORTHERN & CENTRAL ORMSKIRK ELECTRICAL LTD |  £0 |
| Park Electrical Distribution |  £0 |
| Phase Electrical Distributors |  £0 |
| QUALITY ELECTRICAL SUPPLIES AND TECHNOLOGY LTD |  £0 |
| R & M Electrical |  £0 |
| Rexel |  £0 |
| Roblett Electrical Supplies Ltd |  £0 |
| RS Components |  £99,128.12 |
| Ryness Electrical |  £0 |
| S & A Electrical Distribution |  £0 |
| Screwfix |  £0 |
| Service Electrical Wholesale |  £0 |
| Smith Brothers |  £0 |
| Stearn Electrical |  £0 |
| SWIFT ELECTRICAL SUPPLIES |  £0 |
| THE WHOLESALE LIGHTING & ELECTRICAL COMPANY |  £0 |
| TJ ELECTRICAL WHOLESALE LTD | £0  |
| TLC Electrical Supplies |  £0 |
| TN Robinson |  £0 |
| TRAFFORD ELEC WHOLESALERS |  £0 |
| Upex Electrical Distributors Ltd |  £0 |
| WF Senate |  £0 |
| Wilson Electrical Distibutors Ltd |  £0 |
| Wilts Wholesale |  £0 |
| Wyeverne Electrical |  £0 |
| YESSS Electrical |  £0 |
| Cu-Plas |  £0 |

## 23/068

**Your Request 1**: Please find attached a request for information from the Royal College of Midwives. The request is for information about students and staffing within your midwifery education department. We are making this request under the Freedom of Information Act 2000.

**LJMU Response 1:** Please see attached response sheet. Some data is withheld under the provisions of s.40(2) of the FOIA due to the small number of individuals in the team - disclosing this information may result in breaches of their data protection rights.

## 23/069

**Your Request 1**: Over the past five years, broken down by year -
a) how many staff members used the Cycle to Work scheme?
b) what percentage of staff was this?
c) what was the average value of the vouchers claimed on the scheme?
d) what was the number of those who took up the scheme, who then failed to complete, leaving the Council with costs?

**LJMU Response 1:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 2018 | 2019 | 2020 | 2021 | 2022 | 2023\* (to 12 April) |
| a) | 31 | 33 | 58 | 23 | 36 | 10 |
| b) | 1.19% | 1.27% | 2.23% | 0.88% | 1.38% | 0.38% |
| c) | £768 | £696 | £723 | £1,133 | £1,182 | £921 |
| d) | 0 | 0 | 0 | 0 | 0 | 0 |

**Your Request 2**: What tools does the organisation use to encourage cycling for their staff -
a) on a work basis
b) on a leisure/health basis

**LJMU Response 2:** Promotional campaigns relating the cycle to work scheme, Active Travel Plan encouraging sustainable travel to and from the University.

**Your Request 3**: With regards to staff, does the organisation -
a) have any monitoring for what modes of transport staff use -
i) for their journey to work
ii) for journeys during work time
b) and if this data is recorded, I request a copy of such data as detailed as it can be reasonably given, while still protecting personal data rights

**LJMU Response 3:** No information held.

**Your Request 4**: How many of the following does the organisation have available for staff use
a) pedal cycles
b) electric bikes
c) motorbikes
d) internal combustion cars
e) electric or hybrid cars
f) internal combustion vans
g) electric or hybrid vans
h) heavy trucks

**LJMU Response 4:** No vehicles are available for general use by staff. Members of our estates team operate the following vehicles in our fleet.

a) pedal cycles - 0
b) electric bikes - 0
c) motorbikes - 0
d) internal combustion cars - 0
e) electric or hybrid cars - 4
f) internal combustion vans - 16
g) electric or hybrid vans – 3 (all BEV)
h) heavy trucks - 0

**Your Request 5**: Does the organisation mileage scheme clearly state the claim rate for cycling

**LJMU Response 5:** Yes

**Your Request 6**: How many cycling miles have been claimed by the organisation's staff in the past five years

**LJMU Response 6:**

From April 2018 to May 2023 89 miles have been claimed in relation to cycling expenses.

**Your Request 7**: Regarding your current cycle to work scheme -
a) what scheme is currently in place
b) what is the maximum limit on the cost of a bike, if a limit is currently in place

**LJMU Response 7:**

1. Cycle Solutions
2. £2000

## 23/070

**Your Request 1**: As per my records,  **Hireserve hosting** contract has expired. I would like to know whether this contract is still valid or replaced by any other supplier.

If all the information besides the contract dates are the same, I am happy to just receive an update on the contract dates

**Below highlighted original FOI request for your reference only**.

I wish to submit a request to the organisation around their hosting contract(s) with 3rd party providers.

The type of contract I wish to see is below:

1.       Dedicated hosting- Managed environment

2.       Co-Location- hosting allows a business to still own their own server equipment; however, instead of storing it in their own data centre, they instead are able to store it in rented space in a colocation hosting centre.

3.       Cloud Hosting- [Cloud hosting services](https://ddec1-0-en-ctp.trendmicro.com:443/wis/clicktime/v1/query?url=https%3a%2f%2feur03.safelinks.protection.outlook.com%2f%3furl%3dhttp%253A%252F%252Fwww.interoute.com%252Funified%2dict%252Fcomputing%252Fcloud%2dservices%26data%3d01%257C01%257Cjade.roche%2540kcl.ac.uk%257Ceef7e5d9733c40335edf08d713448dd4%257C8370cf1416f34c16b83c724071654356%257C0%26sdata%3djgW%252F1MhCgRFihZGCL9j0Oj5KjsV4ZfX2x45JV%252Be5KiM%253D%26reserved%3d0&umid=7fc9cff8-6ca7-4ba7-8b1a-0169dee6a7bc&auth=6b639a990a359ff1d6cc8761081d57748ce3c81e-a3b29e4c14d0a8f179263281fc607a9cecaef623) provide hosting for websites on virtual servers, which pull their computing resources from extensive underlying networks of physical web servers.

Not all of these will be applicable to the organisation.

For the different types of hosting services, can you provide me with the following information:

1.       Type of hosting – Dedicated, Co-Location, Cloud Hosting, Other?

2.       Who is the supplier of the contract? If possible can you also provide me with the name of the vendor, if applicable?

3.       What is the annual contract value for each contract?

4.       What type of cloud environment?

**Private Cloud**- a distinct and secure cloud based environment in which only the specified client can operate.

**Public Cloud** - where cloud services are provided in a virtualized environment, constructed using pooled shared physical resources, and accessible over a public network such as the internet.

**Hybrid**- integrated cloud service utilising both private and public clouds to perform distinct functions within the same organisation.

5.       What is the original start date of the contract agreement? If there are more than one contract please provide me with the start date for each contract.

6.       What is the actual expiry date of the contract agreement? If there are more than one contract please provide me with the expiry date for each contract.

7.       When will the organisation plan to review this contract? If there are more than one contract please provide me with the review date for each contract.

8.       What is the contract period in years? Please include whether the agreement has any extension periods?

9.       What services are provided under the contract? Please do not put hosting information such as web hosting, file storage, hosted application. The more information the better,

10.   Can you please provide me with the contract officer responsible for this contract? Complete contact details if possible name, title, contact email and number.

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/071

**Your Request 1**: The amount of money spent on developing inclusivity guidance in the years:

- 2022-23

- 2021-22

- 2020-21

**LJMU Response 1:**

|  |  |
| --- | --- |
| 2022-23 | £3270 |
| 2021-22 | £9100 |
| 2020-21 | £5000 |

2022-23

* Online modules: Expanded our offer for online modules in terms of topic areas, including menopause at work and neurodiversity. This is alongside our standard EDI training that covers all areas of EDI as per the Equality Act 2010.
* Getting it Right campaign (Names) - Materials for a campaign focused on inclusive language around name pronunciation. Internal staff and student video created.

2021-22

* Online modules available to all staff as part of their learning and development – this is compulsory for all new staff members.
* In-person / online live training: Disability, Allyship, Courageous Conversations
* Pride materials for staff, students, alumni and prospective students.
* Liverpool Against Racism Conference: Materials supporting the citywide conference.

-2020-21

* Race equality: Given significant international events during this time, the focus for this time primarily fell on race equality. This included web resources, which have a minimal cost and the running of a key project involving senior leaders and students: reciprocal mentoring. As this project was hosted internally, overall costs equated to about.
* The D&I Team also hired two student interns to help develop race equality materials and specifically a Canvas module for staff and for students.

**Your Request 2**: The amount of money spent on developing inclusivity guidance specifically related to pronouns in the years:

- 2022-23

- 2021-22

- 2020-21

**LJMU Response 2:**

|  |  |
| --- | --- |
| 2022-23 | £1545 |
| 2021-22 | £645 |
| 2020-21 | £0 |

2022-2023

* Pronoun Badges - We designed and distributed pronoun badges created in collaboration with John Moores Students Union. Wearing a pronoun badge (and encouraging others to) helps normalise the non-assumption of pronouns, which reduces the frequency with which trans people are misgendered. It's therefore an effective act of allyship with the trans community. For trans people, pronoun badges are also an important tool to facilitate sharing their pronouns.
* Trans Awareness Workshop for HR Team.
* Trans Awareness Workshop for Staff/Students x 2.
Attendees are introduced to key topics explaining Trans\* people’s identities, the importance of using pronouns, trans communities, and lives, this workshop is delivered by a lived-in experience facilitator. Delegates are encouraged to ask questions throughout the sessions.

2021 – 2022

* Trans Awareness Workshop - Attendees are introduced to key topics explaining Trans\* people’s identities, the importance of using pronouns, trans communities, and lives, this workshop is delivered by a lived-in experience facilitator. Delegates are encouraged to ask questions throughout the sessions.
* Getting it Right campaign (Pronouns) - Materials for a campaign focused on inclusive language around pronouns. Internal staff and student video created.

2020 – 2021

* As the university was still operating in a hybrid mode (for some areas, more colleagues off campus than for the following academic year) the team took the decision not to produce any printed materials. As a result costs were minimal. The team focused more on race equality in 2020-2021 following world events at the time.

**Your Request 3**: The amount of money spent on rolling out inclusivity guidance for students (eg seminars) in the years:

- 2022-23

- 2021-22

- 2020-21

**LJMU Response 3:**

|  |  |
| --- | --- |
| 2022-23 | £3215 |
| 2021-22 | £1400 |
| 2020-21 | £0 |

2022-2023

* In-person / online live training:
Internal training on neurodiversity (how best to support colleagues and students)/.
* International Day of Persons with Disabilities (open to staff and students only).
* Black History Month guidance - Focused on Black hair and texture.

2021-2022

* International Day (Celebrating Cultures).

**Your Request 4** The amount of money spent on implementing inclusivity guidance for staff (eg seminars) in the years:

- 2022-23

- 2021-22

- 2020-21

**LJMU Response 4:**

|  |  |
| --- | --- |
| 2022-23 | £7125 |
| 2021-22 | £2625 |
| 2020-21 | £0 |

2021- 2022

* Leaders’ Reciprocal Mentoring - This programme is hosted by LJMU with the Black community of Liverpool.
* Reciprocal Mentoring training - This is an internal programme between students and staff of different ethnic backgrounds.
* Disability History Month (virtual event).

2022-2023

* Lets talk about Disability - Managers Workshop to provide managers who work with staff or students with disabilities, long-term health conditions, mental health issues or are neurodiverse.
* Tackling Violence, Harassment and Hate Incidents 2023 – The aim of this online event was to understand the national guidance and share best practice across the sector.
* Aurora Women’s Programme x 3. This programme supports the career progression of academic and professional services staff within the university. It is specific to higher education and it involves both the attendee and their manager.
* Staff Networks Events.

## 23/074

***Your Request 1****: The number of suspected student suicides in the years:*

*- 2022-23 (to April 1)*

*- 2021-22*

*- 2020-21*

*- 2019-20*

*- 2018-20*

*The number of suspected student suicides in university accommodation or on campus in the years:*

*- 2022-23 (to April 1)*

*- 2021-22*

*- 2020-21*

*- 2019-20*

*- 2018-20*

*The number of confirmed student suicides in the years:*

*- 2022-23 (to April 1)*

*- 2021-22*

*- 2020-21*

*- 2019-20*

*- 2018-20*

*The number of confirmed student suicides in university accommodation or on campus in the years:*

*- 2022-23 (to April 1)*

*- 2021-22*

*- 2020-21*

*- 2019-20*

*- 2018-20*

**LJMU Response 1:** LJMU does not hold any records of having been informed by a coroner of any of our student’s deaths being ruled as a suicide during these years.

We have not been registered as an interested party with the coroner in any cases during this time.

In the 2020/2021 academic year, LJMU started keeping a record of cases where our students were reported or otherwise known to have or suspected to have died as a result of suicide. We do not hold formal records related to previous years although we are aware of the existence of further cases prior to September 2020.

In 2020/2021, the death of one LJMU student is known to have been a suicide as we were informed by the family after the coroner’s review. In addition, the university is aware of one suspected suicide in 2020/21 but this has never been confirmed by either the family or the coroner.

In 2021/22, the death of one LJMU student has been recorded by our Student Advice and Wellbeing team as having suspected to be a suicide

During the current 2022/23 academic year, there has been one student death prior to 01 April and a second case since 01 April, that we understand may have been suicides but at this stage no coroners ruling has taken place.

LJMU does not own or operate any student accommodation. None of these deaths occurred on university property.

## 23/075

***Your Request 1****: How many care leavers, according to your institution’s definition of a care leaver\**

*- applied for an undergraduate degree course at your university*

*- was offered a place at an undergraduate degree course at your university*

*For the years 2019/20, 2020/21, 2021/22.*

*\*(for example, the Department for Education defines a care leaver as “[a]ll children who had been looked after for at least 13 weeks which began after they reached the age of 14 and ended after they reached the age of 16”)*

**LJMU Response 1:**

|  |  |  |
| --- | --- | --- |
| **Year** | **In Care Applications**  | **In Care Offers (conditional and un-conditional)** |
| 2019 | 340 | 235 |
| 2020 | 360 | 247 |
| 2021 | 401 | 287 |

## 23/076

**Your Request 1**: I would like to request details on what cybersecurity education your students studying on degrees related to primary school teaching receive.

**LJMU Response 1:** To support their understanding of cyber security, we teach our students about the safe use of social media. For example, not including personal information as part of a social media post and not using full names when creating a social media profile. We teach students about how to password protect folders that may contain potentially sensitive information to prevent unauthorised access. This includes access to the LJMU OneDrive so they can store data in a secure manner. In addition, we teach students that they should not store data about pupils at home.

## 23/077

**Your Request 1**: Please could you provide the annual spend for the below suppliers from April 2022 to March 2023?

*Camfil Ltd*

*Filtrex Ltd*

*Jasun Envirocare PLC*

*Mann + Hummel Vokes-Air Limited*

*Westbury Filtermation Ltd*

**LJMU Response 1:** Nil

## 23/078

*following data:*

* *How many potential victims of modern-slavery have been referred to the National Referral Mechanism?\**
* *How many of those referred were students?*
* *Of these referred students, how many were a) British and how many were b) international?*

*I am aware that universities can not refer individuals to the NRM. I would specifically like to know if you hold data on students who were studying at the university at the time of their referral to the NRM by another first responder organisation, and what first responder organisation referred them to the NRM.*

*\*These potential victims can be referred by any organisation, including but not limited to the University.*

**LJMU Response 1:** None

***Your Request 2****: Does the University provide training on modern-slavery. If so:*

* *What is the frequency of this training?*
* *Who has to do it?*
* *What is the process of referral?*

**LJMU Response 2:** The university provides training on Understanding Modern Slavery through an online training course. Staff are expected to complete this once during employment with new starters asked to complete it within their induction period

## 23/079

**Your Request 1**: Please could you provide me with detail of your recruitment agency spend in FY 2022 and any information you might have for FY 2023, including the agencies in which you have engaged

**LJMU Response 1:** Our spend on “recruitment commission/placement fees/executive search fees” related to recruitment agencies in the 2022/23 academic financial year totals £86,516.32 (inclusive of VAT).

The recruitment agencies we have worked with in this time are:

Agility Resourcing Ltd, Anderson Quigley Limited, Curtin Wood Limited, Michael Page International Recruitment Limited, Morgan Hunt UK Limited, Perrett Laver Ltd, Sellick Partnership Limited.

**Your Request 2**: Please could you also provide me with a current organisation chart for Human Resources, Finance, Procurement and Technology, or any information that you could provide me with regarding these teams

**LJMU Response 2:** Our HR and Finance teams do not hold current versions of these documents. An ITS organisational chart can be found in the ITS provision and usage document found on our website: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

## 23/080

**Your Request 1**: Did your university conduct experiments on animals in the year 2022?

**LJMU Response 1:** Yes

**Your Request 2**: How many animals were used in experiments (species & number of each)?

**LJMU Response 2:**

The following number of each species were used in regulated procedures at LJMU during 2022:

Rat – 75

Mouse – 54

**Your Request 3**: How many animals were bred on the premises (species & number of each)?

**LJMU Response 3**: Total animals bred in 2022:

Rats - 110

Hamsters - 71

Mice – 128

Zebrafish - 92.

**Your Request 4:** What was the nature and outcome of these experiments?

**LJMU Response 4:** Regulated procedures were conducted in the course of research, the nature of which was the investigation of musculoskeletal activation, growth, loss and repair and antigen induced arthritis.

Outcomes included scientific research publications, knowledge gain and transfer.

**Your Request 5**: What are the Home Office licence classifications for these experiments in terms of pain, lasting harm, etc. if classified (species & number of each)?

**LJMU Response 5:**

Mice - moderate severity

Rats - moderate severity

**Your Request 6**: Were the animals used for medical or non-medical research?

**LJMU Response 6:** Both

**Your Request 7**: Which departments of your university were or are engaged in such research?

**LJMU Response 7:**

SPS, Sport and Exercise Science

**Your Request 8**: How many animals were killed without being used for experiments (species & a number of each)?

**LJMU Response 8:**

Under Schedule 1, the following animals were not used in regulated procedures but humanely euthanised for other investigative purposes:

Rat

Microbiological Screening\* - 12

Tissue supply or dissection – 46

Mouse

Microbiological Screening – 6

Tissue supply or dissection – 63

Hamster

Microbiological Screening – 6

Zebrafish

Tissue supply or dissection – 68

\*Microbiological screening is where animals are tested for many pathogenic organisms by an accredited laboratory testing facility to identify possible health issues and maintain the future health status of the colonies. LJMU has an excellent health record.

**Your Request 9**: How many animals were rehomed (species & number of each)?

**LJMU Response 9:** No animals were rehomed.

**Your Request 10**: Of those that were not re-homed, why not?

**LJMU Response 10:** To allow re-homing of animals, a home office approved policy is required to be included in each project license.

**Your Request 11**: Does the university receive an income for performing animal research?

**LJMU Response 11:** The funding arrangements for each project license are considered on a case by case basis.

**Your Request 12**: Does the university incur any costs by performing animal research?

**LJMU Response 12:** Yes

**Your Request 13**: Were there more non-animal research methods used than animal methods? Eg. 70% where non-animal models were used and 30% where animal models were used.

**LJMU Response 13:**

We are unsure of the scope of this question, only a tiny fraction of all of research undertaken at LJMU are regulated procedures using animals. Within the SPS, Sports Exercise Science team live animal use is always the last possible resort after all other alternative suitable avenues for undertaking desired research have been explored

**Your Request 14**: Which non-animal research methods are available at the university? Eg. 3D printing, human skin cells, organ-on-a-chip.

**LJMU Response 14:** Examples of research methods that do not require the use of animals within the SPS, Sports Exercise Science team include computer model analysis, human volunteers and use of lower organisms.

## 23/081

***Your Request 1****: I am requesting data under The Freedom of Information Act about allegations of sexual assault:*

1. *How many allegations have been made of a sexual assault by a student within your University?*

*Please state the gender of the complainant and accused in the following years;*

*2022/23*

*2021/22*

*2020/21*

*2019/20*

*2018/19*

1. *For how many of those in Question 1 did the University conduct a Formal Misconduct Investigation?  Please break this down by gender and year as in Question 1.*

1. *Please state the outcome of each complaint – ie.  Upheld / dismissed / considered a false allegation – and please break down by gender and year.*

1. *Please state the length of time between a Formal Misconduct Investigation and the final outcome for each case above broken down by gender and financial year.*
2. *Was the accused, 1) a staff member at the University, 2) another student at the University or 3) neither?*
3. *During the Formal Misconduct Investigation, for any person who was falsely accused of sexual assault within the last 5 years, please state if they were;*
4. *removed from their course or post (even if temporarily)*
5. *excluded from certain parts of the campus (even if temporarily)*
6. *not another student or staff member*
7. *Of the cases where the accusation was upheld, was the perpetrator;*
8. *removed from their course or post*
9. *excluded from certain parts of the campus*
10. *Fined*
11. *not another student or staff member*

**LJMU Response 1: Student Complaints**

Cases where a complaint of sexual assault is raised, and the alleged perpetrator is an LJMU student are dealt with under a number of procedures dependent on how the incident is reported.  These include:

* Student Complaint Procedure
* Student Code of Behaviour and Disciplinary Procedures
* When allegations are made to the police, the case is dealt with initially under the Applicant and Student Criminal Convictions Policy.

Details of LJMU student policies and procedures are available at:  <https://www.ljmu.ac.uk/about-us/public-information/student-regulations/guidance-policy-and-process>

Prior to September 2020, LJMU recorded cases of sexual misconduct investigated under the University’s Student Disciplinary Procedure in an easily reportable format. This information has been provided in the table below.

However, the University’s Student Governance team did not record the nature of the incident (i.e. sexual assault) in Criminal Convictions Procedure and Student Complaints cases in a reportable data form prior to September 2020.

Section 12 of the FOIA puts a limit of £450 on the costs the university should need to incur in responding to a request for information. Any request costing in excess of this should be refused.  Due to the volume of files held by the service over the years you have requested the costs of manual analysis would be in excess of £450.

## 23/082

**Your Request 1**: I would like to request information under the Freedom of Information Act. The information that I require relates to the telephony and video conferencing/meeting space solutions used by Liverpool John Moores University

Please can you advise the following information:

Hardware Brand: The primary hardware brand of the organisation’s telephone system.

Type of telephone system- is it PBX, VOIP or cloud based?

Number of telephone users?

Contract Duration: please include any extension periods.

Contract Expiry Date: Please provide me with the day/month/year.

Contract Review Date: Please provide me with the day/month/year.

Is there a Call Centre?

How many Call Centre Agents?

Do you have any speech analytics software in use?

How do you currently quality monitor calls? Is it done by an individual or small team who listen to a small portion of calls?

Existing Supplier: If there is more than one supplier, please split each contract up individually. Telephony supplier - , Call Centre supplier - , Speech Analytics supplier -

Annual Average Spend: The annual average spends for this contract and please provide the average spend over the past 3 years for each provider

Go to Market: How where these services procured, please provide me with either the tender notice or the framework reference number. Please specify if procured through other routes.

Crown Commercial Services frameworks - Do you procure through the Networks Services 2 framework? (RM3808 previously RM1045) Do you procure through the G-Cloud framework?

Are you planning to procure future services via Network Services 3 framework?

Contact Detail: Of the person from within the organisation responsible for each contract full Contact details including full name, job title, direct contact number and direct email address.

Microsoft - What Microsoft 365 licence do you have across the organisation e.g. E3, E5

Do you use Microsoft Teams for internal collaboration?

Have you consider enabling voice on Microsoft Teams to effectively replace your current telephone system?

What is the primary brand of your current video conferencing solution(s) ?

How many meeting spaces does the organisation currently have? (include huddle spaces, meeting rooms, boardroom etc) and approximately how many staff would each room fit?

Are you considering migrating to Microsoft Teams meeting rooms?

Do you have a room booking solution?

Contract Duration for any video conferencing solution/service and/or meeting room solution: please include any extension periods.

Contract Expiry Date: Please provide me with the day/month/year.

Contract Review Date: Please provide me with the day/month/year.

Existing Supplier: If there is more than one supplier, please split each contract up individually.

Annual Average Spend: The annual average spends for this contract and please provide the average spend over the past 3 years for each provider

Go to Market: How where these services procured, please provide me with either the tender notice or the framework reference number. Please specify if procured through other routes.

Crown Commercial Services frameworks - Do you procure through the Networks Services 2 framework? (RM3808 previously RM1045)

Do you procure through the G-Cloud framework?

Are you planning to procure future services via Network Services 3 framework?

Contact Detail: Of the person from within the organisation responsible for each contract full Contact details including full name, job title, direct contact number and direct email address.

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/083

**Your Request 1**: Is the topic of tongue-tie (ankyloglossia) included in the curriculum for this course?

**LJMU Response 1:** Tongue tie is included in Module 6101MW Enhanced Care of the Newborn.

**Your Request 2**: If so in which year(s) is it included?

**LJMU Response 2:**

Level 6 (3rd year)

**Your Request 3**: What are the learning objectives and outcomes in relation to the tongue-tie (ankyloglossia) element of the course?

**LJMU Response 3:**

1. Undertake the newborn infant physical examination, demonstrating professional responsibility and accountability for the validation of normality. 2. Refer any abnormalities appropriately using NIPE guidelines. 3. Demonstrate and apply skills and knowledge regarding infant feeding. 4. Evidence the ability to have sensitive conversations with women and their families around care of the newborn infant, including infant feeding, complications and additional care needs.

**Your Request 4**: Are people who complete your Midwifery course expected to be able to assess a baby for a tongue-tie (ankyloglossia)?

**LJMU Response 4:** Student midwives will leave the course having had different experiences of supporting infant feeding in clinical practice, and this may not have included identification and referral for ankyloglossia. Students leaving the course are not expected to be able to diagnose tongue tie. However, they are expected to be able to consider possible reasons for non-effective infant feeding and this could include tongue tie.

**Your Request 5**: Are there any limitations in terms of scope of practice noted in the course in relation to midwives and tongue-tie (ankyloglossia)?

**LJMU Response 5:** Midwives abide by the Nursing and Midwifery Council (NMC) Professional Standards, and our scope of practice encompasses **the range of things that the midwife has the skills, knowledge and proficiency to do.** Midwives are involved with all aspects of infant feeding, and this will include problem solving and identification of potential barriers to effective feeding, including consideration of ankyloglossia (tongue tie). Midwives have a responsibility to refer the infant to a Paediatrician, or a specialist clinician trained to diagnose and treat ankyloglossia, if this possibility has been identified.

**Your Request 6**: Is the topic of frenulotomy included in the course?

**LJMU Response 6:**

The procedure of frenulotomy will be shown as part of the discussion around ankyloglossia, however students are not taught how to perform frenulotomy themselves.

**Your Request 7**: If so, in which year(s) is it [frenulotomy]covered?

**LJMU Response 7:**

In Level 6, students complete Newborn Infant Physical Exam (NIPE) training - module 6101MW. Frenulotomy will be covered within the NIPE syllabus

**Your Request 8**: What are the learning objectives and outcomes in relation to frenulotomy?

**LJMU Response 8:**

1. Undertake the newborn infant physical examination, demonstrating professional responsibility and accountability for the validation of normality. 2. Refer any abnormalities appropriately using NIPE guidelines. 3. Demonstrate and apply skills and knowledge regarding infant feeding. 4. Evidence the ability to have sensitive conversations with women and their families around care of the newborn infant, including infant feeding, complications and additional care needs.

**Your Request 9**: Are people who complete your course educated on how to conduct a frenulotomy?

**LJMU Response 9:**

No. Not to conduct the procedure themselves but they are shown pictures of what happens during a frenulotomy

**Your Request 10**: Are there any limitations in terms of scope of practice noted in the course in relation to midwives and frenulotomy?

**LJMU Response 10:**

Midwives abide by the Nursing and Midwifery Council (NMC) Professional Standards, and our scope of practice encompasses **the range of things that the midwife has the skills, knowledge and proficiency to do.** Midwives are involved with all aspects of infant feeding, and this will include problem solving and identification of potential barriers to effective feeding, including consideration of ankyloglossia (tongue tie). Midwives have a responsibility to refer the infant to a Paediatrician, or a specialist clinician trained to diagnose and treat ankyloglossia, if this possibility has been identified.

Request of 5th May:

***Your Request 1****: How many hours of tuition are dedicated to the topic of tongue-ties?*

**LJMU Response 1:** Tongue tie is included in Module 6101MW Enhanced Care of the Newborn. This year approximately 1 hour of teaching was given plus comprehensive resources were posted onto the Canvas site.

***Your Request 2****: Who performs this teaching? Are they e.g. a frenulotomist, midwife etc.? What qualifications do they hold in relation to infant feeding and tongue-tie?*

**LJMU Response 2:** The course leader for 6101MW has completed the NIPE qualification and is a midwife. With regard to infant feeding, all the lecturers in the LJMU Midwifery Team have completed the Unicef UK Baby Friendly Initiative Breastfeeding and Relationship Building course for university lecturers. LJMU has been awarded BFI Gold accreditation.

***Your Request 3****: Is this a signed-off skill?*

**LJMU Response 3:** Tongue tie may be identified/discussed when students are learning to complete the NIPE examination in their practice Trust and also when they work with their Practice Supervisors (midwives) to support infant feeding on the postnatal wards and in the community setting. It is not a signed-off skill. Students are encouraged to attend frenulotomy clinics should they operate within their allocated Trust.

## 23/084

**Your Request 1**: For the previous 5 years please provide the total numbers of reports received by the university of incidents in which students have been spiked, plus any figures available for 2023 (specifying period). Please could you provide this data broken down by calendar year or by academic year, whichever is more convenient for you.

**LJMU Response 1:** Section 12 of the FOIA puts a limit of £450 on the costs the university should need to incur in responding to a request for information. Any request costing in excess of this should be refused. Unfortunately, the University’s Student Advice and Wellbeing Team does not record incidents of suspected or proved drink spiking in a reportable format within its referral files.

To ascertain how many referrals related to drink spiking would require manual analysis of each file. Due to the volume of student referrals received over the 5 years you have requested, we estimate the cost of manual analysis would be in excess of £450.

Our Student Advice and Wellbeing team can confirm that any student contacting themin regard of a case of suspected drink spiking is routinely referred to the University Police Officer.

**Your Request 2**: For the previous 5 years, please provide the total number of spiking allegations made against a student or staff member of the university, plus any figures available for 2023 (specifying period). Please could you provide this data broken down by calendar year or by academic year, whichever is more convenient for you.

**LJMU Response 2:** Our Student Governance team records for the past 5 years contain no incidents of investigations related to drink spiking where the alleged perpetrator is an LJMU student or staff member.

**Your Request 3** Q3) For each of the spiking allegations detailed in the previous question, please state whether disciplinary proceedings were held and what the outcome of these disciplinary proceedings were?

**LJMU Response 3:** N/A

## 23/085

***Your Request 1****: Detailed report of the number of Indian students enrolled for PG courses in LJMU, course wise [breakdown]*

*Sept – 2022*

*Jan – 2022 & 2023*

**LJMU Response 1:** Please see the tables below.

Where there is a risk of breaching the principles of the General Data Protection Regulation (GDPR), Section 40 (2) of the FOIA allows our organisation to protect the personal data of individuals when we respond to a request. So that an individual cannot be identified, or inferences be drawn about them the University has inserted a “less than five” (<5) value in any appropriate cell.

**January 2022 Starters –Postgraduate - Indian domiciled**

|  |  |
| --- | --- |
| CPM.Advanced Health Care Practice | <5 |
| CPM.Pathophysiology Advanced Practice | <5 |
| ML.International Business Corporate & Finance Law | <5 |
| MS.Electrical Power and Control Engineering | 13 |
| MS.Embedded Systems and IC Design | 17 |
| MS.Sensors, Data and Management | <5 |
| MS.Wireless Communications | 9 |
| **Total**  | **46** |

 **September 2022 Starters –Postgraduate - Indian domiciled**

|  |  |
| --- | --- |
| CPM. Development of Special and Intensive Care of the Newborn | <5 |
| CPM.Clinical Diagnostics | <5 |
| CPM.Clinical Examination | <5 |
| MA.Education | <5 |
| MA.Immersive Media | <5 |
| MA.Urban Design | <5 |
| MArch.Architecture | <5 |
| ML.International Business Corporate & Finance Law | <5 |
| ML.Law | <5 |
| MS.Artificial Intelligence (Machine Learning) | <5 |
| MS.Audio Forensics and Restoration | <5 |
| MS.Biomedical Sciences | 5 |
| MS.Civil Engineering | <5 |
| MS.Clinical Exercise Physiology | <5 |
| MS.Computer Science (Virtual and Augmented Reality) | <5 |
| MS.Computing and Information Systems | <5 |
| MS.Construction Project Management | 9 |
| MS.Cosmetic Science | 19 |
| MS.Cyber Security | 5 |
| MS.Data Science | 10 |
| MS.Digital Marketing | 6 |
| MS.Drug Discovery, Development and Delivery | 8 |
| MS.Electrical Power and Control Engineering | 9 |
| MS.Embedded Systems and IC Design | 10 |
| MS.Exercise Physiology | <5 |
| MS.Forensic Anthropology | <5 |
| MS.Health Psychology | <5 |
| MS.Industrial Biotechnology | 7 |
| MS.International Business and Management | 25 |
| MS.International Public Health | <5 |
| MS.International Transport, Trade and Logistics | 7 |
| MS.Investment and Finance | <5 |
| MS.Management | <5 |
| MS.Management and Digital Business | <5 |
| MS.Maritime Operations Management | <5 |
| MS.Natural Products Discovery | <5 |
| MS.Project Management | <5 |
| MS.Public Health | 11 |
| MS.Sport Nutrition | <5 |
| MS.Sport Psychology | <5 |
| MS.Strength and Conditioning | <5 |
| MS.Water, Energy and The Environment | <5 |
| MS.Wireless Communications | <5 |
| MS240.International Business and Management (with Advanced Practice) | 13 |
| MS240.Investment and Finance (with Advanced Practice) | <5 |
| MS240.Management (with Advanced Practice) | <5 |
| **Total**  | **199** |

**January 2023 Starters –Postgraduate - Indian domiciled**

|  |  |
| --- | --- |
| CPM.Clinical Diagnostics | <5 |
| CPM.Clinical Examination | <5 |
| CPM.Independent and Supplementary Prescribing | <5 |
| CPM.Pathophysiology Advanced Practice | <5 |
| ML.International Business Corporate & Finance Law | 12 |
| MS.Electrical Power and Control Engineering | 11 |
| MS.Embedded Systems and IC Design | 13 |
| MS.International Transport, Trade and Logistics | 61 |
| MS.Marine and Offshore Engineering | <5 |
| MS.Maritime Operations Management | 7 |
| MS.Port Management | 16 |
| MS.Sensors, Data and Management | 5 |
| MS.Wireless Communications | 8 |
| **Total**  | **144** |

## 23/086

***Your Request 1****: The name of the Enterprise Resource Planning (ERP) system used to support the following areas to include the date of purchase*

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/087

***Your Request 1****: I would like to know whether the university operates any CCTV equipment manufactured by Hikvision (Hangzhou Hikvision Digital Technology Co.) or Dahua (Zhejiang Dahua Technology Co.) on its property. If this is the case, I would like to find out how many CCTV cameras this applies to.*

**LJMU Response 1:** The university does not operate any cameras manufactured by Hikvision (Hangzhou Hikvision Digital Technology Co.) or Dahua (Zhejiang Dahua Technology Co.).

## 23/088

***Your Request 1****: How many hours of tuition are dedicated to the topic of tongue-ties?*

**LJMU Response 1:** Tongue tie is included in Module 6101MW Enhanced Care of the Newborn. This year approximately 1 hour of teaching was given plus comprehensive resources were posted onto the Canvas site.

***Your Request 2****: Who performs this teaching? Are they e.g. a frenulotomist, midwife etc.? What qualifications do they hold in relation to infant feeding and tongue-tie?*

**LJMU Response 2:** The course leader for 6101MW has completed the NIPE qualification and is a midwife. With regard to infant feeding, all the lecturers in the LJMU Midwifery Team have completed the Unicef UK Baby Friendly Initiative Breastfeeding and Relationship Building course for university lecturers. LJMU has been awarded BFI Gold accreditation.

***Your Request 3****: Is this a signed-off skill?*

**LJMU Response 3:** Tongue tie may be identified/discussed when students are learning to complete the NIPE examination in their practice Trust and also when they work with their Practice Supervisors (midwives) to support infant feeding on the postnatal wards and in the community setting. It is not a signed-off skill. Students are encouraged to attend frenulotomy clinics should they operate within their allocated Trust.

## 23/089

***Your Request 1****: Statistical data collected and held by your institution as part of your HR processes/records regarding Sexual Orientation and Gender Identity/Reassignment, over the past three years, broken down by:*

* 1. *Percentage of staff identifying as LGBTQIA+ by Faculty*
	2. *Percentage of staff identifying as LGBTQIA+ by job family*

**LJMU Response 1:** This information is published by [HESA](https://www.hesa.ac.uk/data-and-analysis) on their website. Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

***Your Request 2****: Statistical data collected and held by your institution through your HESA returns/records regarding Sexual Orientation and Gender Identity/Reassignment, over the past three years, broken down by:*

* 1. *Percentage of students identifying as LGBTQIA+ by Faculty*
	2. *Percentage of students identifying as LGBTQIA+ by Overseas/Home status*
	3. *Percentage of students identifying as LGBTQIA+ by level of study (i.e. UG/PGT/PGR)*

**LJMU Response 2:** This information is published by [HESA](https://www.hesa.ac.uk/data-and-analysis) on their website. Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

***Your Request 3****: Qualitative and quantitative data collected and analysed which pertains to LGBTQIA+ staff and student experiences within your university, for example as part of Athena Swan or people and culture surveys.*

**LJMU Response 3:** We run an annual survey to determine how staff feel about working at LJMU. The survey covers areas such as working environment, well-being and work/life balance, through to line management and leadership. Staff responses to these surveys are anonymous to give staff the confidence to share their thoughts and feedback on working at LJMU, and are aggregated by protected characteristics. We also run pulse surveys for our Athena and Race Charter Mark work.

***Your Request 4****: Data collected on reported incidents of hate crimes, bullying, harassment and discrimination as a result of staff or student LGBTQIA+ identities (i.e. homophobia and/or transphobia) in the previous 12 months.*

**LJMU Response 4:**

Students: <5

Staff: None

***Your Request 5****: Initiatives that your university has in place to support LGBTQIA+ students/staff, including training and specific EDI resources.*

**LJMU Response 5:**

We featured a ‘Get it Right’ campaign during Trans Awareness Week to support our trans and non-binary communities. A pronouns video was created by staff and students which was shared on social media and on the university’s digital screens.

As part of Trans Awareness Week, the University hosts workshops as an opportunity to raise awareness of trans and non-binary issues and the complex challenges people within these communities may face. It’s an opportunity for people to ask questions, learn more and take action to become an active ally and show support. We will usually invite guest speakers to our workshops so that staff and students can speak about their lived experience of transitioning.

<https://www.ljmu.ac.uk/about-us/news/articles/2022/11/11/transgender-awareness-week-and-transgender-day-of-remembrance>

LGBT History Month: The EDI team work in partnership with the LGBTQI+ network to host event(s) for February LGBT history month / write blogs on the University Website to raise awareness of LGBTQI+ Equality.

***Your Request 6****: Details of processes and resources that you have in place to specifically to support trans and/or non-binary staff and students.*

**LJMU Response 6:** We have a trans guidance document which we have developed into a policy document in preparation for the start of the new academic year. The document has a step-by-step guide on how the University will provide adequate support and promote a sense of belonging to our trans staff and students. The guidance has been developed in Partnership with GIRES and GenderSpace.

<https://policies.ljmu.ac.uk/UserHome/Policies/PolicyDisplay.aspx?&id=458&l=1>

## 23/090

**Your Request 1**: How many of your students committed suicide in the years 2017, 2018, 2019, 2021, 2022 and so far in 2023? Please provide for as many years as you are able.

**LJMU Response 1:** LJMU does not hold any records of having been informed by a coroner of any of our student’s deaths being ruled as a suicide during these years.

We have not been registered as an interested party with the coroner in any cases during this time.

In the 2020/2021 academic year, LJMU started keeping a record of cases where our students were reported to have, or otherwise known or suspected to have, died as a result of suicide. We do not hold formal records related to previous years although we are aware of the existence of further cases prior to September 2020.

In 2020/2021, the death of one LJMU student is known to have been a suicide as we were informed by the family after the coroner’s review. In addition, the University is aware of one suspected suicide in 2020/21 but this has never been confirmed by either the family or the coroner.

In 2021/22, the death of one LJMU student has been recorded by our Student Advice and Wellbeing team as having suspected to be a suicide.

During the current 2022/23 academic year there have been two student deaths that we understand may have been suicides but at this stage no coroners ruling has taken place.

**Your Request 2**: What was your annual expenditure for 2017/8, 2021/22, 2022/2023?

**LJMU Response 2:** This information is available in the “Financial Information” section available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/financial-information>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

**Your Request 3**: What was your annual expenditure on mental health services for 2017/18, 2021/22 and 2022/23?

**LJMU Response 3:**

2017/18: £325,714

2021/22: £490,736

2022:23: £527,078

**Your Request 4**: What is the waiting time for your counselling services as of the date of this request?

**LJMU Response 4:** The current waiting time is approximately one week.

**Your Request 5**: How many students are on the waiting list for your counselling services currently?

**LJMU Response 5:** There are currently four students on the counselling waiting list.

**Your Request 6**: How many exceptional circumstance claims did you receive in 2017, 2020 and 2022?

**LJMU Response 6:**

2017: 2268

2020: 5930

2022: 3467

**Your Request 7**: How many of those claims did you reject?

**LJMU Response 7:**

2017: 152

2020: 114

2022: 325

**Your Request 8**: How many of your staff are trained in mental health awareness?

**LJMU Response 8:** Information not held.

## 23/091

**Your Request 1**: Could you provide me with the statistics of total international students who enrolled in the university in the 2020/21, 2021/22 and 2022/23 academic years – can this information include their country of origin?

**LJMU Response 1:** This information is collected by and made available from the Higher Education Statistics Agency (HESA)

<https://www.hesa.ac.uk/data-and-analysis>

Tailored dataset services concerning the UK Higher Education sector including the data from LJMU can be obtained from Joint Information Systems Committee (JISC) <https://www.jisc.ac.uk/tailored-datasets>

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/092

**Your Request 1**: Under the Equality Act 2010 it is possible to provide single-sex facilities for males and females, including toilets, changing rooms and accommodation (see: [www.equalityhumanrights.com/sites/default/files/guidance-separate-and-single-sex-service-providers-equality-act-sex-and-gender-reassignment-exceptions.pdf](https://ddec1-0-en-ctp.trendmicro.com:443/wis/clicktime/v1/query?url=http%3a%2f%2fwww.equalityhumanrights.com%2fsites%2fdefault%2ffiles%2fguidance%2dseparate%2dand%2dsingle%2dsex%2dservice%2dproviders%2dequality%2dact%2dsex%2dand%2dgender%2dreassignment%2dexceptions.pdf&umid=09969752-eb5d-4246-8820-706ee967fb4d&auth=6b639a990a359ff1d6cc8761081d57748ce3c81e-10cdf2a32ca4aaa6037220cecda3e9b606f13faf))

Does your institution consider that privacy, decency, the prevention of trauma or the health and safety of female staff and students is a legitimate aim as per the above EHRC guidance?

**LJMU Response 1:** This is not a request for information that is ‘held’ by LJMU as a public body, therefore, it is not appropriate for us to respond to this question under the provisions of the FOIA. A response under FOIA must provide records of information held where that information is requested. You have asked us to provide an explanation; this is not a request for a record of information held and would require LJMU to create new additional documentation.

**Your Request 2**: Does your institution provide single-sex toilets, changing rooms or accommodation (including halls of residence and on residential field trips) for staff and/or students?

**LJMU Response 2:** Yes.

**Your Request 3**: If your institution does consider 1 to be a legitimate aim, but does not provide single-sex facilities as per 2, then please detail who signed off the decision that single-sex accommodation, toilets and changing rooms were not a proportionate means to achieving this legitimate aim? Please provide meeting minutes if this was decided at a committee or similar meeting and any Equality Impact Assessment that was conducted.

**LJMU Response 3:** N/A

**Your Request 4**: Please provide a list of buildings and the number of single-sex male toilets and changing rooms, single-sex female toilets and changing rooms, gender-neutral toilets and changing rooms and accessible toilets and changing rooms on the institution’s estate.

**LJMU Response 4:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Building (all) |  |  |  |  |
|  |  |  |  |  |
| **Count of Gender** | **Type** |   |   |   |
| **Gender** | **Changing Room** | **Toilet** | **WC/Shower** | **Total** |
| Female | 5 | 93 | 1 | 99 |
| Male | 5 | 87 | 1 | 93 |
| Unisex | 1 | 52 | 3 | 56 |
| Not recorded | 6 | 2 |   | 8 |
| Accessible |   | 105 |   | 105 |
| **Total** | **17** | **339** | **5** | **361** |

**Your Request 5**: Please provide a copy of any trans and/or non-binary policies and guides, or any other policies and guides which detail the criteria for access to toilets, changing rooms and/or accommodation, and the associated Equality Impact Assessment/s.

**LJMU Response 5:** Section 6.6 of LJMU’s Gender Diversity Guidance Document (Gender Reassignment) states:

**6.6 Toilets and changing facilities (students and staff)**

Where facilities are designated ‘men’, ‘women’ or similar, a person who has transitioned, to live in their affirmed gender may, from that moment, use the toilets that accord will their gender identity (not the sex assigned at birth). University buildings may also have unisex/gender neutral facilities, which are particularly useful for non-binary people, but trans people must not be required to use these unless they choose to. Building regulations require a given percentage of disabled toilets to be available at all times for disabled people. Care must be taken not reduce the number of these unreasonably by relabelling them ‘gender neutral’ and allowing other students without disabilities to use them.

Changing facilities may also be accessed in the same way in accordance with the individual’s gender identity. The University will ensure that sufficient privacy exists in all facilities so that individuals, trans or otherwise, can be accommodated.

## 23/093

**Your Request 1**: How many students have been investigated for the use of ChatGPT or a similar AI chatbot in any form for a piece of university-assessed work since December 2022?

**LJMU Response 1:**17

**Your Request 2**: Of those investigations (outlined in Question 1), how many students were found guilty of this academic offence?

**LJMU Response 2:**9

**Your Request 3**: For each investigation, what was the reason for the decision which was reached (i.e. whether the student was found to have used ChatGPT or a similar AI chatbot or not) and, if applicable, the punishment for the student?

**LJMU Response 3:**

Cases of students found guilty of utilising ChatGPT or similar technology for university-assessed work during this time have been investigated and outcomes of these cases, in no particular order, included:

* Students receiving a penalty of ‘Zero for assessment component and module mark capped’
* Students receiving a penalty of ‘Zero for all module components’

Please note that as of 23 May 2023 the outcome of a number of these cases is yet to be heard at an Academic Misconduct Panel.

In accordance with Section 40 (2) of the FOIA, the University has not been able to give the exact numbers of disciplinary in each year where small numbers of individuals are involved, so that an individual cannot be identified, or inferences be drawn about them.

Further, the University will not provide details of specific incidents in response to this request to ensure compliance with the principles of the data protection legislation.

## 23/095

***Your Request 1****: We would be grateful if you could help in answering our request for information for the following questions; answering for A-J on questions 1-8.
a) Photocopiers/MFDs (Multi-Functional Devise)*

*b) Printers*

*c) Print room / reprographic*

*d) Desktops*

*e) Laptops*

*f) Displays*

*g) Networkh) cyber security*

*i) Audio Visual*

*j) infrastructure*

 *Q1. Please name all the IT resellers that you have contacts with and buy from.
Q2. What is the length of the contracts, more specifically their end date, with the named IT resellers in question 1.
Q3. What year and month is the next hardware refresh due?
Q4. Please name the number of devices deployed by the NHS/Fire service/university/council/school?
Q5. In reply to question 4, which department/facility are those located?
Q6. Please name the brand and model of the devices mentioned and the spend for each product.
Q7. Details on how these were procured. i.e. By Framework
i. Procurement method
ii. If Framework, please state which one.
Q8. Do you normally purchase equipment as services or as a capital?
Q9. What is your annual print/copy volume and spend?
Q10. Who is the person(s) within your organization responsible for the MFD's, print hardware, and supplies contract(s)? Please provide their title and their contact details.
Q11. Who is responsible for purchasing end user devices such as laptops, desktops, networking, infrastructure, cyber security, displays and accessories? Please provide their title, and their contact details.*

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: <https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data>

 Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/096

**Your Request 1**: Do you hold any potential pandemic pathogens (PPPs) in any of your labs? If yes, what are they?

**LJMU Response 1:** No.

**Your Request 2**: Are you working with any infectious agents under a Specified Animal Pathogens Order (SAPO)?  If yes, what are they?

**LJMU Response 2:** No.

**Your Request 3**: If applicable, what biosecurity level is used during work with PPPs and SAPO infectious agents?

**LJMU Response 3:** N/A

**Your Request 4**: Are you currently carrying out any gain of function work or experiments to enhance the infectiousness of transmissibility of PPPs or SAPO infectious agents?

**LJMU Response 4:** No.

**Your Request 5**: Have you had any incidents of biosecurity lapses, leaks or safety breaches in the past five years? If so, can you list these?

**LJMU Response 5:** No.

## 23/097

**Your Request 1**: What Analytics System (e.g. Google Analytics, Open Web, Adobe Analytics etc) do you use on your website?

**LJMU Response 1:** Google Analytics

***Your Request 2:*** *When was it first installed?*

**LJMU Response 2:** This data is not held.

***Your Request 3:*** *A copy of your Analytics Policy.*

**LJMU Response 3:** LJMU does not have a “Analytics Policy”. For details of cookies used on our website please see our “information about cookies page”: <https://www.ljmu.ac.uk/legal/privacy-and-cookies/information-about-cookies>

***Your Request 4:*** *A copy of any DPIA completed in relation to Website Analytics (either as part of an overall website DPIA or a separate 'Analytics specific' DPIA) or the reason why no DPIA was undertaken.*

**LJMU Response 4:** No data held, requesting a reason for not holding information is not a request for information that is ‘held’ by LJMU as a public body, therefore it is not appropriate for us to respond to this question under the provisions of the FOIA. A response under FOIA must provide records of information held where that information is requested. You have asked us to provide an explanation; this is not a request for a record of information held and would require LJMU to create new additional documentation.

## 23/098

**Your Request 1**: In the below request, the phrase "arms companies", relates to, but is not limited to:

1. BAE Systems

2. Babcock International

3. QinetiQ

4. Rolls-Royce

5. Airbus

6. General Dynamics

7. Leonardo MW

8. MBDA

9. GKN Aerospace

10. Caterpillar

11. MOD (Ministry of Defence)

12. Dstl (Defence Science and Technology Laboratory)

13. AWE (Atomic Weapons Establishment)

Please provide the number of undergraduates (BSc and BA) and postgraduates (MSc and MA) from Liverpool John Moores Faculty of Engineering and Technology who were in employment in any of these arms companies within 15 months of graduation, separated year by year, and broken down by academic school, from 2016 to 2022.

**LJMU Response 1:** In accordance with Section 40 (2) of the FOIA, the university has not given the exact numbers where small numbers of individuals are involved, so that an individual cannot be identified, or inferences be drawn about them. The University has inserted a “less than five” (<5) value in any appropriate cell.

Prior to 2017-2018, Graduate Outcomes data was not collected at fifteen months, therefore data for the 2016-2017 academic year is not held.

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **School** | **Company** | **Head Count** |
| 2017-2018 | School of Engineering | Caterpillar | <5 |
|   | School of Engineering | Babcock International Group | <5 |
|   | School of Engineering | BAE Systems | <5 |
|   | School of Engineering | MBDA | <5 |
|   | School of Computer Science and Mathematics | Rolls-Royce | <5 |
| 2018-2019 | School of Engineering | Babcock International Group | <5 |
|   | School of Engineering | BAE Systems | <5 |
|   | School of Civil Engineering and Built Environment | Caterpillar | <5 |
|   | School of Civil Engineering and Built Environment | Ministry of Defence | <5 |
|   | School of Engineering | QinetiQ | <5 |
| 2019-2020 | School of Engineering | Babcock International Group | <5 |
|   | School of Engineering | BAE Systems | <5 |
|   | School of Computer Science and Mathematics | MBDA | <5 |
|   | School of Computer Science and Mathematics | Ministry of Defence | <5 |
|   | School of Computer Science and Mathematics | Rolls-Royce | <5 |
| 2020-2021 | School of Civil Engineering and Built Environment | Airbus | <5 |
|   | School of Engineering | BAE Systems | 6 |
|   | School of Engineering | Ministry of Defence | <5 |
|  |  |  | **Total: 28** |

**Your Request 2**: The total number of undergraduates (BSc and BA) and postgraduates (Msc and MA) that were in attendance in Liverpool John Moores Faculty of Engineering and Technology separated by year by year, and broken down by academic school, from 2016 to 2022.

**LJMU Response 2:** This data pertains to all students within LJMU's Faculty of Engineering and Technology excluding PG Research students. The data for 2022-23 is subject to change before the end of the academic year so should not be considered a final number.

|  |  |  |  |
| --- | --- | --- | --- |
| **HESA Year** | **School** | **Level** | **Head Count** |
| 2016-2017 | Astrophysics Research Institute | PGT | 81 |
| 2016-2017 | School of Civil Engineering and Built Environment | PGT | 212 |
| 2016-2017 | School of Civil Engineering and Built Environment | UG | 1211 |
| 2016-2017 | School of Computer Science and Mathematics | PGT | 39 |
| 2016-2017 | School of Computer Science and Mathematics | UG | 1165 |
| 2016-2017 | School of Engineering | PGT | 143 |
| 2016-2017 | School of Engineering | UG | 1283 |
| 2017-2018 | Astrophysics Research Institute | PGT | 91 |
| 2017-2018 | School of Civil Engineering and Built Environment | PGT | 169 |
| 2017-2018 | School of Civil Engineering and Built Environment | UG | 1483 |
| 2017-2018 | School of Computer Science and Mathematics | PGT | 33 |
| 2017-2018 | School of Computer Science and Mathematics | UG | 1217 |
| 2017-2018 | School of Engineering | PGT | 119 |
| 2017-2018 | School of Engineering | UG | 1315 |
| 2018-2019 | Astrophysics Research Institute | PGT | 80 |
| 2018-2019 | School of Civil Engineering and Built Environment | PGT | 165 |
| 2018-2019 | School of Civil Engineering and Built Environment | UG | 1723 |
| 2018-2019 | School of Computer Science and Mathematics | PGT | 22 |
| 2018-2019 | School of Computer Science and Mathematics | UG | 1206 |
| 2018-2019 | School of Engineering | PGT | 86 |
| 2018-2019 | School of Engineering | UG | 1205 |
| 2019-2020 | Astrophysics Research Institute | PGT | 95 |
| 2019-2020 | School of Civil Engineering and Built Environment | PGT | 169 |
| 2019-2020 | School of Civil Engineering and Built Environment | UG | 1765 |
| 2019-2020 | School of Computer Science and Mathematics | PGT | 36 |
| 2019-2020 | School of Computer Science and Mathematics | UG | 1226 |
| 2019-2020 | School of Engineering | PGT | 177 |
| 2019-2020 | School of Engineering | UG | 1111 |
| 2020-2021 | Astrophysics Research Institute | PGT | 83 |
| 2020-2021 | School of Civil Engineering and Built Environment | PGT | 204 |
| 2020-2021 | School of Civil Engineering and Built Environment | UG | 1766 |
| 2020-2021 | School of Computer Science and Mathematics | PGT | 58 |
| 2020-2021 | School of Computer Science and Mathematics | UG | 1194 |
| 2020-2021 | School of Engineering | PGT | 210 |
| 2020-2021 | School of Engineering | UG | 1038 |
| 2021-2022 | Astrophysics Research Institute | PGT | 124 |
| 2021-2022 | School of Civil Engineering and Built Environment | PGT | 164 |
| 2021-2022 | School of Civil Engineering and Built Environment | UG | 1652 |
| 2021-2022 | School of Computer Science and Mathematics | PGT | 66 |
| 2021-2022 | School of Computer Science and Mathematics | UG | 1082 |
| 2021-2022 | School of Engineering | PGT | 254 |
| 2021-2022 | School of Engineering | UG | 935 |
| 2022-2023 | PGT | ARI | 76 |
| 2022-2023 | PGT | CBE | 147 |
| 2022-2023 | PGT | CSM | 74 |
| 2022-2023 | PGT | ENR | 352 |
| 2022-2023 | UG | CBE | 1589 |
| 2022-2023 | UG | CSM | 922 |
| 2022-2023 | UG | ENR | 803 |

## 23/099

**Your Request 1**: Please provide a list of which Industry Advisory Groups (IAGs), or similar industry advisory bodies, at the University currently have representative(s) from any of the following companies: BP, Shell, Total, Equinor, Eni, Chevron, Exxon, ConocoPhillip or Harbour - if representative(s) from any of these companies are present on any IAGs or similar advisory bodies at the University, please provide which school/department the advisory body is involved with.

**LJMU Response 1:** None

**Your Request 2**: Please provide who the relevant company representative(s) are and their title(s).

**LJMU Response 2:** N/A

**Your Request 3**: Please provide when the relevant company representative(s) joined the advisory body, that is, the representatives from the above companies.

**LJMU Response 3:** N/A

**Your Request 4**: Please provide which course(s) the advisory body has advised on.

**LJMU Response 4:** N/A

**Your Request 5**: Please provide a copy of the "terms of reference" for this advisory body, if available.

**LJMU Response 5:** N/A

## 23/100

**Your Request 1**: [Since 2018] how many grievances [or complaints from staff] have been raised against LJMU. How many have been upheld.

**LJMU Response 1:**

Complaints under the HR staff Grievance Policy: 39

Of these 39 the following outcomes are recorded:

4 Upheld in full

14 Uphold in part

**Your Request 2**: [Since 2018] how many grievances [or complaints from students] have been raised against LJMU. How many have been upheld.

**LJMU Response 2:**

Formal complaints under stage 2 of the Student Complaints Procedure: 555

Of these 555 the following outcomes are reported:

74 Upheld in full

72 Upheld in part

## 23/101

**Your Request 1**: Do you outsource your car parking management/enforcement to a 3rd party. If so, to which company/companies?

**LJMU Response 1:** No.

**Your Request 2**: Are you currently in the process of tendering for these services? If so, what portal are you using to request an ITT?

**LJMU Response 2:** No.

**Your Request 3**: If not currently in process, when are you next expecting to go out to tender for your parking management/enforcement services?

**LJMU Response 3:** Currently unknown.

**Your Request 4**: What platform will you use to request ITTs?

**LJMU Response 4:** In-tend.

**Your Request 5**: Do you charge for parking, and if so, do you use parking payment machines?

**LJMU Response 5:** We do charge for parking. We do not use parking payment machines. Staff who utilise university parking spaces have the fee deducted from their salaries.

**Your Request 6**: When were the existing payment machines installed, and can people pay using a credit/debit card at all machines?

**LJMU Response 6:** N/A

**Your Request 7**: If debit/credit cards can be used, are these 3G connections and will you be upgrading all payment machines as 3G is decommissioned?

**LJMU Response 7:** N/A

**Your Request 8**: What is the make/model/number of payments machines being used?

**LJMU Response 8:** N/A

**Your Request 9**: Can users pay to park using an app that could be used via mobile device/telephone/web? If so, which one?

**LJMU Response 9:** N/A

## 23/102

**Your Request 1**: I am writing to you under the Freedom of Information Act 2000 to request copies of the six policies listed below:

1. A copy of your most up to date procurement policy
2. A copy of your most up to date I.T. procurement policy
3. A copy of your most up to date software asset management policy
4. A copy of your most up to date hardware asset management policy
5. A copy of your most up to date corporate/purchasing credit card policy
6. A copy of your most up to date expenses policy

**LJMU Response 1:**

1. Procurement at LJMU is currently covered by guidance rather than policy. A Sustainable Procurement Policy has been drafted and is currently going through our internal approval process.
2. Please see the attached document ‘IT Procurement Policy’
3. LJMU does not hold this information
4. LJMU does not hold this information
5. Please see the attached document ‘Credit Card Policy’
6. Please see the attached document ‘Expenses Policy and Procedures’

## 23/103

**Your Request 1**: What number of alumni do you have that are female? [Could ‘Alumni’ please consider any students that have graduated in the last 3 years across any subject?]

**LJMU Response 1:** 12,624

**Your Request 2**: What subject did they study?

**LJMU Response 2:** Please see the attached spreadsheet for a full breakdown.

**Your Request 3**: How many of them are now business founders? [When considering business founders, those that have joined the LJMU Connect Alumni Network will be okay if this is the only way to find this data].

**LJMU Response 3:** We are unable to provide an answer to this, as upon registration to our ‘LJMU Connect Alumni Network’ an individual is not asked to provide their gender. Although a function was recently added which allows individuals to provide their personal pronouns, this does not cover the years you have requested, therefore we are unable to answer this question with any accuracy.

**Your Request 4**: How many alumni do you have in total (male and female)?

**LJMU Response 4:** 34,423

## 23/104

**Your Request 1**: What are the standard contractual arrangements for research only staff at your institution?

**LJMU Response 1:** Research only staff are employed on a mix of open ended and fixed term contracts.

**Your Request 2**: How many research only staff do you currently employ on a fixed-term contract with less than 4 years' service?

**LJMU Response 2:** 108 staff (as at 31st May 2023)

**Your Request 3**: How many research only staff do you currently employ on a fixed-term contract with at least 4 years' service

If yes, please state how long you offer redeployment

**LJMU Response 3:** 17 staff (as at 31st May 2023)

**Your Request 4**: Do you offer a period of redeployment to fixed-term research staff (or those with an identified 'at risk' date) where they have priority for suitable vacant or new posts?

**LJMU Response 4:** Yes, if the member of staff has more than 12 months service – this is the case for permanent members of staff as well as FTRs.  As a minimum, they are put onto the redeployment register during their notice period, but usually added one month before notice is served.

**Your Request 5**: In the last 24 months, when members of research staff have come to the end of their fixed-term contract or the project they have been working on has come to an end, what percentage have been successfully redeployed (or had their contract renewed / extended)?

**LJMU Response 5:** 64.77%

**Your Request 6**: Do you offer any form of 'bridging' funding to allow research only staff to maintain employment between externally funded projects or other sources of work?

If yes, please give details (including any criteria that just be met to access such funding)

**LJMU Response 6:** Local discretion about how the pay budget is managed to accommodate brief intervals between funding contracts being formally signed off and contracts extended.

**Your Request 7** Do you offer an enhanced paid notice period to research only staff on fixed-term contracts?

If yes, please give details

**LJMU Response 7:** The confirmation of employment letter and contract stipulate the end date and notice is served in line with contractual and statutory periods.

**Your Request 8**: Do you offer an enhanced redundancy payment to research only staff if they are dismissed at the end of a fixed-term contract?

**LJMU Response 8:** LJMU pay statutory redundancy pay

**Your Request 9:** Is the institution a signatory to the Concordat to Support the Career Development of Researchers [**https://researcherdevelopmentconcordat.ac.uk/**](https://researcherdevelopmentconcordat.ac.uk/)**?**

**LJMU Response 9:** Yes

**Your Request 10:** Are there on-going efforts improve the security of employment of research only staff at your institution within the next 12 months?

**LJMU Response 10:** Yes

**Your Request 11:** If yes,please give details, including whether the local branch of UCU is involved in these on-going efforts.

**LJMU Response 11:** LJMU will engage via Joint Consultative and Negotiation Committee (JCNC) at the appropriate stage.

## 23/105

**Your Request 1**: For the calendar years 2017, 2018, 2019, 2020, 2021 and 2022, I would like to be provided with details on accepted donations, gifts, grants, sponsorships, scholarships and funding (including research funding and teaching funding, as well as funding for university staff and professorships) I would like to be provided with details on accepted donations, gifts, grants, sponsorships, scholarships and funding (including research funding and teaching funding, as well as funding for university staff and professorships) that have come from oil, gas and mining companies. For each, I would like the following information:

- The name of the oil/gas/mining company that gave the donation, gift, grant, sponsorship, scholarship or funding

- The start and end date of the donation, gift, grant, sponsorship, scholarship or funding if available

- The sum and description of the accepted donation, gift, grant, sponsorship, scholarship and funding

- A description of what the donation, gift, grant, sponsorship, scholarship and funding was used for

*If your records are held in such a way where it is difficult to search by sector (e.g. oil/gas/mining), then I am happy to narrow the request to the following companies:*

*- Petrobras*

*- Repsol*

*- National Iranian Oil Co.*

*- Pemex*

*- Sonatrach*

*- Jiangxi Copper*

*- Vale*

*- Coal India*

*- Aluminium Corporation of China*

*- Zijin Mining Group*

*- Tata Steel*

*- Hindalco*

*- CMOC*

*- Freeport-McMoRan*

*- Cleveland Cliffs*

*- United States Steel*

*- Nornickel*

**LJMU Response 1:** The amount for each year is Nil. For further details of finical data concerning LJMU please see our annual financial reports which can be found on our website: <https://www.ljmu.ac.uk/about-us/public-information/financial-information/financial-statements>

## 23/106

**Your Request 1**: Please provide the following information broken down either by calendar year (1st January to 31st December) or academic year (please clearly specify the start and finish dates for each academic year concerned) from 1973 to 2022. I am requesting only information relating to 'Aegrotat' degrees awarded by the University at Bachelors level.

During any of the last 50 calendar years specified, has the University awarded any 'Aegrotat' degrees?

**LJMU Response 1:** Yes

**Your Request 2**: Please specify the total number of 'Aegrotat' degrees awarded by the University for each of the calendar years specified above.

**LJMU Response 2:** The following data pertains to the years including and between 1995 and 2022. We do not hold data on awards prior to this. You may be able to retrieve this information from the Open University. The email address for the Open University’s FOI team is: freedom-of-information@open.ac.uk.

|  |  |
| --- | --- |
| **Year** | **Number Awarded** |
| 1995/96 | 2 |
| 1996/97 | 1 |
| 2008/09 | 1 |
| 2017/18 | 1 |
| 2020/21 | 1 |
| 2021/22 | 3 |

**Your Request 3**: Where possible, please state the total number of 'Aegrotat' degrees awarded by the University during the entire 50 year period specified above.

**LJMU Response 3:** As the above data shows, the University awarded 9 aegrotat degrees between 1995 and 2022. Data for the years preceding this is not held.

## 23/107

**Your Request 1**: I am writing to you under the Freedom of Information Act 2000 to request statistics and data related to referrals from your institution under the government's Prevent duty that took place between 01/01/2015 and 31/12/2022. I would like the following information:

1. The date of referral
2. The reason for the referral (how/why you became concerned)
3. The ideology attached to the referral (far-right, Islamist extremism, other, unclear)
4. The age of the person referred

**LJMU Response 1:** We can confirm that we submit an annual return to The Office for Students (OfS) in relation to our compliance with the Prevent Duty. We will not be disclosing this or any of the other information requested under the exemption at Section 24 (1) of the FOIA because this action is required to safeguard National Security.

The University has chosen to Neither Confirm nor Deny whether it has referred any individuals through the Channel programme or the Prevent Duty by virtue of the exemptions listed below. No inference can be taken from this refusal that the information you have requested does or does not exist.

Section 24 provides refusal of information in relation to the safeguarding of national security and allows public authorities exemption from the requirements of Section 1(1)a if confirming or denying would have an undesirable effect on National Security. Section 24 is a qualified exemption and this requires the University to apply the Public Interest Test.

The University acknowledges that the public has a legitimate interest in being aware of and understanding any possible terrorist activities within Higher Education Institutions, and what actions are being taken to combat such activity. It also recognises that disclosure of the

information could provide the general public with reassurances that the monitoring of criminals is conducted appropriately.

It has, however, taken the decision to provide a neither confirm nor deny response in relation to this request, as to provide a response could indicate the effectiveness of the University’s monitoring activities. If a terrorist group were aware of the effectiveness of LJMU’s strategy under the Prevent Duty it could lead them to alter their activity and, as a result, impede any monitoring or investigation that may be required.

## 23/108

***Your Request 1****: I ask that the following information be provided to me in digital format about the academic year 2023-2024 and 2024-2025:*

The partnership between this university and Coca-Cola including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 1:** No current partnership with this company.

**Your Request 2**: The partnership between this university and G4S including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 2:** No current partnership with this company.

**Your Request 3**: The partnership between this university and Barclays including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 3:** No current partnership with this company.

Please note, as confirmed in our 2022 Financial Statements, Barclays Bank PLC provides LJMU with banking services including provision of cash current and business accounts, loan facilities and credit card services. These services are not considered to be a partnership or investment funding. Our Financial statements are published on our website: <https://www.ljmu.ac.uk/about-us/public-information/financial-information/financial-statements>

**Your Request 4**: The partnership between this university and Samsung including research contracts, investment fundings, exchange programmes and procurement.

**LJMU Response 4:** No current partnership with this company.

## 23/109

**Your Request 1**: *Have you appointed, or do you intend to appoint in the next 12-24 months, a 'Data Protection Representative' in any overseas territory (for example, in the EU, Switzerland, China, Turkey etc) with the appropriate authority?*

**LJMU Response 1:** No

**Your Request 2**: *If you have not appointed a representative, please provide any documented decisions explaining why not (for example, “considered exempt as a public authority” or “do not believe the risk levels warrant it”, "No, but not recorded", etc)?.*

**LJMU Response 2:** No record held

**Your Request 3**: *If you have appointed a representative, please provide any documented decisions explaining why along with details of each appointed representative by territory/country.*

**LJMU Response 3:** N/A

## 23/110

***Your Request 1****: From 2019 to present, please may I have: The number of animals who have died or were harmed during animal tests at your university. As well as overall figures for both, can I have this sorted by what species they are, and what tests were being conducted on them too.*

**LJMU Response 1:**

The following number of each species were used in regulated procedures at LJMU over the following years:

2022:

Rats - 75

Mice - 54

2021:

Rats - 9

Mice -22

2020:

Rats - 40

Mice – 17

2019:

Rats - 44

Mouse - 55

Research in which these animals here used has been undertaken to further understand mechanisms and treatments of Alkaptonuria and arthritis, as well as muscle function and physiology.

## 23/111

 **Your Request 1**: (1) Financial income

(a) The university's total financial income for each of the latest three available financial years.

(b) For each of the latest three available financial years, please specify the university's total financial income from tuition fees paid by students from the People's Republic of China.

(c) For each of the latest three available financial years, please specify the university's total financial income from tuition fees paid by students from Russia.

(d) For each of the latest three available financial years, please specify the university's total financial income from tuition fees paid by students from Belarus.

(e) For each of the latest three available financial years, please specify the university's total financial income from tuition fees paid by students from Iran.

**LJMU Response 1:**

(a) LJMU Total Income:

2022 - £255,449,000

2021 - £249,017,000

2020 – £236,401,000

(b) LJMU Tuition fees invoiced for students domiciled in People’s Republic of China:

2020 - £840,671

2021 - £701,652

2022 - £792,350

(c) LJMU Tuition fees invoiced for students domiciled in People’s the Russian Federation:

2020 - £41,100

2021 - £47,800

2022 -£36,950

(d) LJMU Tuition fees invoiced for students domiciled in the Republic of Belarus:

2020 - Nil

2021 – Nil

2022 – Nil

(e) LJMU Tuition fees invoiced for students domiciled in the Islamic Republic of Iran:

2020 - £112,850

2021 - £175,450

2022 - £486,050

**Your Request 2**: (2) Make up of undergraduate courses

For each of your undergraduate programmes in 2022/23, please specify:

(a) the number of enrolled students;

(b) the number of enrolled students from the People's Republic of China;

(c) the number of enrolled students from Russia;

(d) the number of enrolled students from Belarus;

(e) the number of enrolled students from Iran.

**LJMU Response 2:** Please see the data in the table at Annex 1 – the data has been provided based on the domiciled status (country of Permanent residence) of the individual.

**Your Request 3**: (3) Internal correspondence

Any internal correspondence between the management board concerning:

(a) Allegations of industrial espionage or IP theft linked to China;

(b) the conduct of the university’s local branch of the Chinese Students and Scholars Association;

(c) complaints by the Embassy or its associated Consulates about the contents of academic lectures.

**LJMU Response 3:** No information held.

**Your Request 4**: (4) Written correspondence between Chinese Embassy and the university

Any written correspondence between the university and the UK Embassy of the People's Republic of China, and/or its Consulates-General in Manchester, Edinburgh and/or Belfast, regarding:

(a) demonstrations by Hong Kong students on campus;

(b) the conduct of the university’s local branch of the Chinese Students and Scholars Association;

(c) complaints by the Embassy or its associated Consulates about the contents of academic lectures.

**LJMU Response 4:** No information held.

**Annex 1**

2022/23 academic year

Undergraduate programmes only. Count of individuals by programme title.

In accordance with Section 40 (2) of the FOIA, the university has not been able to give the exact numbers where small numbers of individuals are involved, so that an individual cannot be identified, or inferences be drawn about them. The University has inserted a “less than five” (<5) value in any appropriate cell.

|  |  |  |
| --- | --- | --- |
|  | Country of Permanent Residence |  |
| Program Title | China Domiciled Students | Russia Domiciled Students | Belarus Domiciled Students | Iran Domiciled Students | All Undergraduate Students |
| Accounting and Finance | <5 | 0 | 0 | 0 | 606 |
| Advancing Tissue Viability | 0 | 0 | 0 | 0 | 7 |
| Animal Behaviour | 0 | 0 | 0 | 0 | 160 |
| Applied Biomedical Science | 0 | 0 | 0 | 0 | 14 |
| Architectural Engineering | 0 | 0 | 0 | 0 | 91 |
| Architectural Technology | 0 | 0 | 0 | 0 | 55 |
| Architecture | 0 | 0 | 0 | 0 | 287 |
| Audio and Music Production | 0 | 0 | 0 | 0 | 51 |
| Biochemistry | 0 | 0 | 0 | 0 | 112 |
| Biological and Environmental Sciences | 0 | 0 | 0 | 0 | <5 |
| Biology | 0 | 0 | 0 | 0 | 187 |
| Biomedical Science | 0 | 0 | 0 | 0 | 403 |
| Biotechnology | 0 | 0 | 0 | 0 | 28 |
| Building Services Engineering | 0 | 0 | 0 | 0 | 68 |
| Building Services Engineering Project Management | 0 | 0 | 0 | 0 | <5 |
| Building Surveying | 0 | 0 | 0 | 0 | 96 |
| Business and Human Resource Management | 0 | 0 | 0 | 0 | 7 |
| Business and Management Practice | 0 | 0 | 0 | 0 | 27 |
| Business and Public Relations | 0 | 0 | 0 | 0 | 56 |
| Business Management | <5 | 0 | 0 | 0 | 888 |
| Business with Digital Marketing | 0 | 0 | 0 | 0 | 133 |
| Business with Finance | 0 | 0 | 0 | 0 | 258 |
| Business with International Business Management | 0 | 0 | 0 | 0 | 296 |
| Business with Marketing | 0 | 0 | 0 | 0 | 261 |
| Business with Media Communications | 0 | 0 | 0 | 0 | 24 |
| Chemistry | 0 | 0 | 0 | 0 | 22 |
| Civil and Environmental Engineering | 0 | 0 | 0 | 0 | 25 |
| Civil and Offshore Engineering | 0 | 0 | 0 | 0 | <5 |
| Civil and Structural Engineering | 0 | 0 | 0 | 0 | 32 |
| Civil and Transportation Engineering | 0 | 0 | 0 | 0 | <5 |
| Civil Engineering | 0 | <5 | 0 | 0 | 461 |
| Civil Engineering and Architecture | 0 | 0 | 0 | 0 | <5 |
| Civil Engineering and Built Environment | 0 | 0 | 0 | 0 | <5 |
| Civil Engineering and Construction Management | 0 | 0 | 0 | 0 | <5 |
| Climate Change | 0 | 0 | 0 | 0 | 18 |
| Community Justice | 0 | 0 | 0 | 0 | 91 |
| Computer Forensics | 0 | 0 | 0 | 0 | 78 |
| Computer Games Development | 0 | 0 | 0 | 0 | 104 |
| Computer Networks | 0 | 0 | 0 | 0 | 7 |
| Computer Science | 0 | 0 | 0 | 0 | 256 |
| Computer Science and Mathematics | 0 | 0 | 0 | 0 | <5 |
| Computer Security | 0 | 0 | 0 | 0 | 159 |
| Computer Studies | 0 | 0 | 0 | 0 | 21 |
| Computing | 0 | 0 | 0 | 0 | 29 |
| Computing and Smart Devices | 0 | 0 | 0 | 0 | <5 |
| Construction & Property | 0 | 0 | 0 | 0 | 21 |
| Construction Management | 0 | 0 | 0 | 0 | 168 |
| Control and Automation Engineering | 0 | 0 | 0 | 0 | 12 |
| Creative Writing | 0 | 0 | 0 | 0 | 69 |
| Creative Writing and Film Studies | 0 | 0 | 0 | 0 | 58 |
| Criminal Justice | 0 | 0 | 0 | 0 | 119 |
| Criminology | 0 | 0 | 0 | 0 | 483 |
| Criminology and Psychology | 0 | 0 | 0 | 0 | 280 |
| Criminology and Sociology | 0 | 0 | 0 | 0 | 243 |
| Critical Care Developments | 0 | 0 | 0 | 0 | 17 |
| Data Science | 0 | 0 | 0 | 0 | 8 |
| Development in Special and Intensive Care of the Newborn | 0 | 0 | 0 | 0 | 13 |
| Developments in Renal Care | 0 | 0 | 0 | 0 | 7 |
| Digital and Technology Solutions | 0 | 0 | 0 | 0 | <5 |
| Drama | 0 | 0 | 0 | 0 | 117 |
| Drama and Creative Writing | 0 | 0 | 0 | 0 | 20 |
| Drama and English Literature | 0 | 0 | 0 | 0 | 22 |
| Early Childhood Studies | 0 | 0 | 0 | 0 | 195 |
| Education | <5 | 0 | 0 | 0 | 8 |
| Education and Primary Studies | 0 | 0 | 0 | 0 | 111 |
| Education and Special Educational Needs | 0 | 0 | 0 | 0 | 135 |
| Education Studies | 0 | 0 | 0 | 0 | 39 |
| Education Studies and Early Years | 0 | 0 | 0 | 0 | 99 |
| Education Studies and Inclusion | 0 | 0 | 0 | 0 | <5 |
| Electrical and Electronic Engineering | <5 | 0 | 0 | 0 | 164 |
| Electronic Information Engineering | 13 | 0 | 0 | 0 | 13 |
| Engineering Exchange | 0 | 0 | 0 | 0 | 7 |
| English Literature | <5 | 0 | 0 | 0 | 112 |
| English Literature and Creative Writing | 0 | 0 | 0 | 0 | 50 |
| English, Media and Cultural Studies | 0 | 0 | 0 | 0 | 58 |
| Environmental Health | 0 | 0 | 0 | 0 | 51 |
| Events Management | 0 | 0 | 0 | 0 | 190 |
| Examination of the Newborn | 0 | 0 | 0 | 0 | <5 |
| Fashion: Design and Communication | 0 | 0 | 0 | 0 | 270 |
| Film Studies | <5 | 0 | 0 | 0 | 182 |
| Fine Art | 0 | 0 | 0 | 0 | 197 |
| Forensic Anthropology | 0 | 0 | 0 | 0 | 131 |
| Forensic Psychology and Criminal Justice | 0 | 0 | 0 | 0 | 296 |
| Forensic Science | 0 | 0 | 0 | 0 | 299 |
| Geography | 0 | 0 | 0 | 0 | 141 |
| Graphic Design and Illustration | 0 | 0 | 0 | 0 | 223 |
| Health & Social Care Development | 0 | 0 | 0 | 0 | <5 |
| Health and Social Care | 0 | 0 | 0 | 0 | 74 |
| Health Care Science Practitioner (Biomedical Science) | 0 | 0 | 0 | 0 | 16 |
| History | 0 | 0 | 0 | 0 | 280 |
| History and English Literature | 0 | 0 | 0 | 0 | 28 |
| History of Art and Museum Studies | 0 | 0 | 0 | 0 | 65 |
| Human Evolution and Behaviour | 0 | 0 | 0 | 0 | 15 |
| Human Resource Management | 0 | 0 | 0 | 0 | 97 |
| Humanities and Social Science | <5 | 0 | 0 | 0 | 21 |
| Improving Access to Psychological Therapies for Psychological Well Being Practitioners | 0 | 0 | 0 | 0 | <5 |
| Infection Control for Healthcare | 0 | 0 | 0 | 0 | 11 |
| Interior Architecture | 0 | 0 | 0 | 0 | 91 |
| International Journalism | 0 | 0 | 0 | 0 | <5 |
| International Relations and Politics | 0 | 0 | 0 | 0 | 121 |
| International Tourism Management | 0 | 0 | 0 | 0 | 107 |
| Introduction to Lower GI Endoscopy Part 1 | 0 | 0 | 0 | 0 | 9 |
| Introduction to Upper GI Endoscopy | 0 | 0 | 0 | 0 | 7 |
| Journalism | 0 | 0 | 0 | 0 | 114 |
| Justice Studies | 0 | 0 | 0 | 0 | <5 |
| Law | 0 | 0 | 0 | 0 | 855 |
| Law and Business | 0 | 0 | 0 | 0 | 88 |
| Law and Criminal Justice | 0 | 0 | 0 | 0 | 267 |
| Leadership Development Through Action Learning | 0 | 0 | 0 | 0 | 7 |
| Learning, Development and Support (LaWP) | 0 | 0 | 0 | 0 | 95 |
| Liverpool Business School | <5 | 0 | 0 | 0 | 50 |
| Liverpool School of Art and Design | 0 | 0 | 0 | 0 | <5 |
| Liverpool Screen School | 0 | 0 | 0 | 0 | 9 |
| Marine and Mechanical Engineering | 0 | 0 | 0 | 0 | 60 |
| Maritime Business and Management | 0 | 0 | 0 | 0 | 6 |
| Marketing | 0 | 0 | 0 | 0 | 245 |
| Mathematics | 0 | 0 | 0 | 0 | 95 |
| Mathematics with Finance | 0 | 0 | 0 | 0 | 36 |
| Mechanical Engineering | 0 | <5 | 0 | 0 | 357 |
| Mechanical Engineering with Management | 0 | 0 | 0 | 0 | <5 |
| Mechatronics and Autonomous Systems | 0 | 0 | 0 | 0 | 38 |
| Media Production | 0 | 0 | 0 | 0 | 160 |
| Media, Culture, Communication | <5 | 0 | 0 | 0 | 145 |
| Midwifery | 0 | 0 | 0 | 0 | 130 |
| Multimedia Computing | 0 | 0 | 0 | 0 | 13 |
| Musical Theatre Practice | 0 | 0 | 0 | 0 | 22 |
| Nautical Science | 0 | 0 | 0 | 0 | <5 |
| Nursing and Allied Health | 0 | 0 | 0 | 0 | <5 |
| Nursing Associate | 0 | 0 | 0 | 0 | 101 |
| Nursing Studies | 0 | 0 | 0 | 0 | 34 |
| Nursing with Registered Nurse Status (Adult) | 0 | 0 | 0 | 0 | 1341 |
| Nursing with Registered Nurse Status (Child) | 0 | 0 | 0 | 0 | 166 |
| Nursing with Registered Nurse Status (Mental Health) | 0 | 0 | 0 | 0 | 290 |
| Nutrition | <5 | 0 | 0 | 0 | 94 |
| Out of Hospital Care | 0 | 0 | 0 | 0 | <5 |
| Paediatric Clinical Examination and Minor Illness | 0 | 0 | 0 | 0 | 24 |
| Palliative Care for Adults | 0 | 0 | 0 | 0 | <5 |
| Paramedic Approach Within an Integrated Urgent Care Service | 0 | 0 | 0 | 0 | 5 |
| Paramedic Science | 0 | 0 | 0 | 0 | 149 |
| Paramedicine | 0 | 0 | 0 | 0 | 43 |
| People Management and Practice | 0 | 0 | 0 | 0 | 23 |
| Pharmaceutical and Cosmetic Science | 0 | 0 | 0 | 0 | 64 |
| Pharmaceutical Science | 0 | 0 | 0 | <5 | 45 |
| Pharmaceutical Studies | 0 | 0 | 0 | 0 | <5 |
| Pharmacy | 0 | 0 | 0 | 0 | 604 |
| Pharmacy and Biomolecular Sciences | 0 | 0 | 0 | 0 | <5 |
| Physical Education | 0 | 0 | 0 | 0 | 148 |
| Policing Studies | 0 | 0 | 0 | 0 | 95 |
| Policing Studies and Cybercrime | 0 | 0 | 0 | 0 | <5 |
| Policing Studies and Forensic Psychology | 0 | 0 | 0 | 0 | 33 |
| Policing Studies and Forensics | 0 | 0 | 0 | 0 | 72 |
| Practice Education for Paramedics | 0 | 0 | 0 | 0 | 6 |
| Primary Education | 0 | 0 | 0 | 0 | 210 |
| Product Design Engineering | 0 | 0 | 0 | 0 | 95 |
| Professional Policing | 0 | 0 | 0 | 0 | 188 |
| Professional Policing Practice | 0 | 0 | 0 | 0 | 737 |
| Psychological Wellbeing Practitioner | 0 | 0 | 0 | 0 | 6 |
| Psychology | 0 | 0 | 0 | 0 | 726 |
| Public Health | 0 | 0 | 0 | 0 | 32 |
| Quantity Surveying | 0 | 0 | 0 | 0 | 450 |
| Real Estate | 0 | 0 | 0 | 0 | 114 |
| Research Project | 0 | 0 | 0 | 0 | <5 |
| Return to Practice Nursing | 0 | 0 | 0 | 0 | 8 |
| Science and Football | <5 | 0 | 0 | 0 | 158 |
| Social Work | 0 | 0 | 0 | 0 | 49 |
| Sociology | 0 | 0 | 0 | 0 | 136 |
| Software Engineering | 0 | 0 | 0 | 0 | 108 |
| Specialist Bowel Cancer Screening Practitioner | 0 | 0 | 0 | 0 | 42 |
| Specialist Community Practitioner (District Nursing) | 0 | 0 | 0 | 0 | 5 |
| Specialist Community Public Health Nursing | 0 | 0 | 0 | 0 | <5 |
| Specialist Practitioner Community Children's Nursing | 0 | 0 | 0 | 0 | <5 |
| Sport and Exercise Science | 0 | 0 | 0 | 0 | 700 |
| Sport and Exercise Sciences | 0 | 0 | 0 | 0 | 17 |
| Sport and Nutrition for Health | 0 | 0 | 0 | 0 | 30 |
| Sport Business | <5 | 0 | 0 | 0 | 306 |
| Sport Coaching | 0 | 0 | 0 | 0 | 183 |
| Sport Development | 0 | 0 | 0 | 0 | <5 |
| Sport Development and Coaching | 0 | 0 | 0 | 0 | 13 |
| Sport Nutrition | 0 | 0 | 0 | 0 | 54 |
| Sport Psychology | 0 | 0 | 0 | 0 | 207 |
| Sports Journalism | 0 | 0 | 0 | 0 | 133 |
| Suicide Prevention in Adults: A Psychosocial Approach | 0 | 0 | 0 | 0 | <5 |
| Tourism and Hospitality Management | 0 | 0 | 0 | 0 | 5 |
| Video Production and Streaming | 0 | 0 | 0 | 0 | <5 |
| Violence Prevention, Reduction and Public Health | 0 | 0 | 0 | 0 | 8 |
| Wildlife Conservation | 0 | 0 | 0 | 0 | 112 |
| Zoology | 0 | 0 | 0 | 0 | 314 |
| **Total** | **35** | **<5** | **0** | **<5** | **22322** |

## 23/112

**Your Request 1**: Does your organisation use any applications or software to record Record of Processing Activity (ROPA)?

If so, please state the product name(s) and version numbers(s) (if known)

**LJMU Response 1:** Yes, Microsoft Office 365

**Your Request 2**: Does your organisation use any applications or software to support preparation for, or maintenance of ISO 27001 and/or ISO 27701 compliance?

If so, please state the product name(s) and version numbers(s) (if known)

**LJMU Response 2:** No

**Your Request 3**: Does your organisation use any applications or software associated with data breach management?

**LJMU Response 3:** Yes, Microsoft Office 365, Microsoft SharePoint

**Your Request 4**: Does your organisation use any applications or software associated with Freedom of Information management?

If so, please state the product name(s) and version numbers(s) (if known)

**LJMU Response 4:** Yes, Microsoft Office 365

**Your Request 5**: Does your organisation use any applications or software for Policy Management?

If so, please state the product name(s) and version numbers(s) (if known)

**LJMU Response 5:** Yes- 4policies module of Insight4GRC V1.

**Your Request 6**: Does your organisation use any eLearning for Data Protection and Security Awareness?

If so, please state the product name(s) and version numbers(s) (if known)

**LJMU Response 6:** Yes – KnowB4

**Your Request 7**: Has your organisation reviewed / explored the market regarding the provision of technology which supports the delivery of Information Governance functions?

If yes - please specify what actions have been taken?

If no - does your organisation have any plans to review / explore this market in the next 3 years?

**LJMU Response 7:** No records held

**Your Request 8**: Has your organisation allocated budget / financial resources regarding the commissioning / procurement of technology which supports the delivery of Information Governance functions?

If yes - please specify what actions have been taken?

If no - does your organisation have any plans to allocate budget / financial resources in the next 3 years?

**LJMU Response 8:** Yes – Staff training

**Your Request 9**: Has your organisation developed a business case (outline or otherwise) regarding the commissioning / procurement of technology which supports the delivery of Information Governance functions?

If yes - please specify what actions have been taken?

If no - does your organisation have any plans to develop a business case in the next 3 years?

**LJMU Response 9:** No

**Your Request 10**: Will there be any opportunities to engage with your organisation regarding the commissioning / procurement of technology which supports the delivery of Information Governance function in the next three years? If so, please explain how?

**LJMU Response 10:** No records held

## 23/113

 **Your Request 1**: What IT Service management (ITSM) platform are you currently using? (e.g. ServiceNow, BMC, Freshworks, 4ME, Ivanti, Halo, Hornbill, ManageEngine, etc) **Please provide the platform name.**

If you do not have an ITSM platform, please outline how you deal with IT issues within your organisation.

When is your current ITSM platform contract due for renewal? **Please provide month/year.**

Who (if there is one) is your current supplier of professional and managed services for your ITSM platform?

How many user licences do you have for your ITSM platform?

Is there budget allocation for digital transformation or other enhancements of your service delivery in the next 3-5 years?

Who is the principal contact for IT Services within your organisation? i.e. Director of IT or Head of Service Delivery.

Please provide Linkedin, email or available contact details (where appropriate).

**LJMU Response 1:** This information is available in the “Information relating to IT provision and use” document available on our website at this address: https://www.ljmu.ac.uk/about-us/public-information/data-protection-and-freedom-of-information-and-public-sector-information/freedom-of-information/published-information-and-open-data

Under s.21 of the FOIA, there is no obligation to provide this information to you where it is reasonably accessible elsewhere.

## 23/114

**Your Request 1**: *Name of Organisation*

**LJMU Response 1:** Liverpool John Moors University.

**Your Request 2**: *Have you set a Net Zero Carbon Target and what is your timeline for reaching net zero (if you have phased targets, please outline what they are)?*

**LJMU Response 2:** Yes, 2035.

**Your Request 3**: *What metrics do you use to measure your carbon footprint and your progress towards net zero*

**LJMU Response 3:** Tonnes of co2e per annum.

**Your Request 4**: *Do you have an action plan in place to achieve targets in a timely manner?*

**LJMU Response 4:** We have a [Climate Action Plan](https://www.ljmu.ac.uk/-/media/files/ljmu/about-us/climate-action/ljmu-climate-action-plan.pdf) and are developing a Decarbonisation Plan and Carbon Management Plan.

**Your Request 5**: *Does sustainability feature within your organisational strategy/strategic plan as a distinct objective, a strategic principle, brief mention or not at all?*

**LJMU Response 5:** Yes, sustainability is a key principle of our University Strategy- [Our Mission and Strategy | Liverpool John Moores University (ljmu.ac.uk)](https://www.ljmu.ac.uk/about-us/our-vision-and-values/mission-and-strategy)

**Your Request 6**: *Please outline whether you have Executive and Non-Executive Board level sustainability leads?*

**LJMU Response 6:** Yes - The PVC for Faculty of Science is our Executive Climate Lead.

Our Board of Governors includes a nominated Climate Change Champion who is the non-Executive lead on sustainability.

**Your Request 7**: *Do you have an Environmental Steering Group that oversees and/or directs the organisation’s overall environmental impact.*

**LJMU Response 7:** LJMU has an Environmental Management & Sustainability Panel.

**Your Request 8**: *Does climate change appear as a risk on your corporate risk register?*

**LJMU Response 8:** Yes.

**Your Request 9**: *Do you have a Climate Change Adaption Plan?*

**LJMU Response 9:** No.

**Your Request 10**: *How many dedicated Sustainability roles do you have within your organisation?*

**LJMU Response 10:** Current relevant roles: Energy Manager, Climate Change Programme Manager, Safety Health and Environment Manager.

We will be recruiting imminently for a Sustainability Project Manager and an Environmental Sustainability Coordinator.

**Your Request 11**: *Do you have designated capital and revenue budgets for environmental improvement (over and above any designated staff cost budgets)?*

**LJMU Response 11:** Yes, we have a designated revenue budget. Infrastructure improvements are funded from within the capital budget.

**Your Request 12**: *Please outline the degree to which sustainability features in your induction and mandatory training programme?*

**LJMU Response 12:** Our Health and Safety Induction Workbook for new staff and students contains a section on environmental management and sustainability. We will introduce mandatory sustainability training module for new starters in 2023.

**Your Request 13**: *Do you have a staff forum for raising and developing environmental ideas?*

**LJMU Response 13:** No.

**Your Request 14**: *How frequently do you routinely engage with your key internal service users on environmental performance and improvement, and what methods do you adopt for engagement?*

**LJMU Response 14:** The Environmental Management and Sustainability Panel meet a minimum of three times a year with representatives of John Moores Student Union. We use the website to communicate environmental activity and performance.

**Your Request 15**: *How frequently do you routinely engage with your key external service users on environmental performance and improvement, and what methods do you adopt for engagement?*

**LJMU Response 15:** We publish an Environment and Sustainability report annually.

***Your Request 16****: Do you require an evaluation of sustainability impact, and in particular environmental impact, in the development and submission of business cases?*

**LJMU Response 16:** No.

**Your Request 17**: *Do you evaluate the sustainability of service delivery and equipment performance in your procurement tenders (excluding ‘green’ schemes such as solar arrays)?*

**LJMU Response 17:** Yes, we include sustainability as part of our tender evaluations.

**Your Request 18**: *If yes, have you ever awarded a tender based on sustainability credentials over most competitive price (excluding any ‘green’ schemes such as solar panels)?*

**LJMU Response 18:** No.

**Your Request 19**: *Do you promote yourself as a ‘green’ organisation either in your brand design or overtly on your external literature/website?*

**LJMU Response 19**: Our Climate Action Plan is positioned prominently on our website Mission and Strategy page: <https://www.ljmu.ac.uk/about-us/our-vision-and-values/mission-and-strategy>

We highlight on our website that LJMU is in the top third of universities in the [People and Planet League](https://peopleandplanet.org/university-league) and is a member of [Universities Climate Network](https://www.gla.ac.uk/research/cop26/).

**Your Request 20**: *Do you have Intranet Content on sustainability for staff, and is it directly accessed from your home page?*

**LJMU Response 20:** Yes, via drop down menus - <https://www.ljmu.ac.uk/about-us/ljmu-climate-action>

**Your Request 21**: *Does your public website include content on sustainability, and is it directly accessed from your home page?*

**LJMU Response 21:** Yes, via drop down menus- <https://www.ljmu.ac.uk/about-us/ljmu-climate-action>

## 23/115

**Your Request 1**: Please provide me, as of the 2022/2023 academic year, the number of overseas students studying at your institution. Please break this down by the following:

a) Undergraduates/ postgraduates/ other

b) by faculty and subject

**LJMU Response 1:** Please see our response in the table at Annex 1.

To avoid individuals being identified and inferences being made about them, we will not provide specific numbers if they relate to a small number of individuals.

Where there is a risk of breaching the principles of the General Data Protection Regulation (GDPR), Section 40 (2) of the FOIA allows our organisation to protect the personal data of individuals when we respond to a request. So that an individual cannot be identified, or inferences be drawn about them, the University has inserted a “less than five” (<5) value in any appropriate cell.

**Your Request 2**: Secondly, please could you confirm whether there is, anywhere in institution, the provision for remote/digital/distance learning.

**LJMU Response 2:** Yes

## 23/116

**Your Request 1**: I request information under the Freedom of Information Act 2000 about your institution's scholarships, bursaries, grants, and/or any other types of student funding programs - for ease I will refer to these below as "funding program":

* Names and descriptions of each funding program
* Eligibility criteria for each funding program

**LJMU Response 1:** For full details please see our website: https://www.ljmu.ac.uk/discover/fees-and-funding/bursaries-and-scholarships

**Your Request 2**: Number of recipients for each funding program over the past 5 years, per year. Total funding awarded per funding program over the past 5 years, per year. Recipient demographics for each funding program over the past 5 years (age, gender, ethnicity, socioeconomic background, POLAR quintile, domicile city/region etc.). I'm interested in aggregated data only, not personal information in compliance with GDPR. Courses studied by recipients of financial support from a funding program

**LJMU Response 2:** Section 12 of the FOIA puts a limit of £450 on the costs the university should need to incur in responding to a request for information. Any request costing in excess of this should be refused. Unfortunately, the university’s Academic Registry team does not record the information you have requested in a reportable format.

To ascertain details such as program of study and demographics about scholarship and bursary recipients would require manual analysis of each file. Due to the volume of student finance files over the five years you have requested we estimate the costs of manual analysis would be in excess of £450.

## 23/117

**Your Request 1**: Number of recipients for each funding program over the past 3 years, per year. Total funding awarded per funding program over the past 3 years, per year. Recipient demographics for each funding program over the past 3 years (age, gender, ethnicity, socioeconomic background, POLAR quintile, domicile city/region etc.). I'm interested in aggregated data only, not personal information in compliance with GDPR. Courses studied by recipients of financial support from a funding program. If this cannot be done, is it possible to look only at centrally administered funding?

**LJMU Response 1:**

Please find attached the Scholarship Panel Annual Reports for the last three academic years.

## 23/119

**Your Request 1**: Please can you supply information on all students who began courses in the academic years we have asked for, regardless of which month your university’s academic year begins. If a student has stepped off from their studies, or otherwise taken a break in the academic year we have asked for completion rates for, please count this as a non-completion.

Please note the request for all fields of nursing to be included, as detailed in question 3.

1. How many undergraduate students began three-year pre-registration nursing degree courses [in any field of nursing] at your university in the academic year 2019-20 (this includes any cohorts that started in September 2019 or January 2020)? [If your institution only has four-year pre-registration nursing degree courses, please give us the figures for those with the same start point]
2. How many undergraduate students completed this three-year pre-registration nursing degree course [of any field of nursing] at your university in the academic year 2021-22? [Please don’t include figures for nursing students who had previously stepped off programmes that started prior to 2019-20, if at all possible, but please state if you have had to include these].
3. As well as providing an overall total of nursing students who began and completed these courses, please also supply the same information on starters and completers but broken down into nursing field of study, e.g; ‘Mental Health Nursing’ students; ‘Adult Nursing’ students; ‘Learning Disability Nursing’ students; ‘Children’s Nursing’ students:

**LJMU Response 1:**

|  |  |  |
| --- | --- | --- |
|  | How many students started three-year pre-reg nursing degrees in **2019-20**? | How many completed these three-year courses in **2021-22**? |
| **Total** | 434 | 328 |
| Mental Health Nursing | 79 | 58 |
| Learning Disability Nursing | LJMU does not offer this course | LJMU does not offer this course |
| Children’s Nursing  | 29 | 22 |
| Adult Nursing | 326 | 248 |

## 23/120

 **Your Request 1**: Does your university, and/or any wholly owned subsidiary, own any agricultural land in the UK?

We define a "wholly owned subsidiary" to be a company or other formally recognised organisation that is under full ownership or control of the university.

“agriculture” includes horticulture, fruit growing, seed growing, dairy farming and livestock breeding and keeping, the use of land as grazing land, meadow land, osier land, market gardens and nursery grounds, and the use of land for woodlands where that use is ancillary to the farming of land for other agricultural purposes.

**LJMU Response 1:** No

**Your Request 2**: What is the approximate total area, in hectares, of the agricultural land holdings owned by your university, and/or wholly owned subsidiary, in the UK?

**LJMU Response 2:** N/A

**Your Request 3**: If the agricultural land that your university, and/or any wholly owned subsidiary, owns is split over multiple holdings under separate management, please could you tell us the number of separately managed agricultural holdings?

**LJMU Response 3** N/A

**Your Request 4**: How many hectares of the agricultural land owned by your university, and/or any wholly owned subsidiary, are managed by staff employed directly by your university and/or the subsidiary?

**LJMU Response 4:** N/A

**Your Request 5**: How many hectares of the agricultural land owned by your university, and/or any wholly owned subsidiary, are leased to one or more tenant farmers?

**LJMU Response 5:** N/A

**Your Request 6**: Please tell us the type of leases in place on that tenanted land: (a) farm business tenancy (subject to the Agricultural Tenancies Act 1995), (b) annual grazing/cropping license, (c) full agricultural tenancy (subject to the Agricultural Tenancies Act 1986), (d) other (please specify)

**LJMU Response 6:** N/A

## 23/121

 **Your Request 1**: Revenues and spending on university owned/operated student housing for the academic year 2022/23 and 2021/22

**LJMU Response 1:** Nil - LJMU does not own or operate any student accommodation. We work with approved partner providers to ensure our students have access appropriate accommodation in the city centre.

**Your Request 2**: Average price of rent per week and per year for students in 2022/23, and also cheapest and most expensive prices per week

**LJMU Response 2:** Average rent 2022/23: £129.50 per week or £5,439 per year

Range: £80 to £180 per week

*(All costs quoted refer to accommodation operated by our partner providers.)*

**Your Request 3**: Average price of rent per week and per year for students in 2023/24, and also cheapest and most expensive prices per week

**LJMU Response 3:** Average rent 2023/24: £135.00 per week or £5,670 per year

Range: £85 to £180 per week

*(All costs quoted refer to accommodation operated by our partner providers.)*

Details of rents charged by our approved partner halls for 2023/24 can be found on our website: <https://www.ljmu.ac.uk/discover/your-student-experience/accommodation>

**Your Request 4**: Number of places for students in halls this coming year

**LJMU Response 4:** 4,000

**Your Request 5**: How much has rent increased this year?

**LJMU Response 5:** The average rent has increased by 4.2% for 2023/24 as compared to 2022/23

**Your Request 6**: How much has rent increased by over the last ten years?

**LJMU Response 6:** The average rent has increased by 21.0% for 2023/24 as compared to 2013/14 (the average rent in 2013/14 was £111.50 per week)

**Your Request 7**: How many applications for accommodation were received for the coming year, and of those, how many were accepted or rejected?

**LJMU Response 7:** As of 5 July 2023, 3325 applications for accommodation have been received for the coming year. At this time, all have been accepted (235 have since been withdrawn.)

## 23/122

**Your Request 1**: First, could you please send me a copy of the drafts and final report by PVC Timothy Nichols regarding the investigation into whether discriminatory practice was occurring during the conferment process alongside the legal department commentary on the situation and any other correspondence relevant to this investigation.

**LJMU Response 1:** I understand that the findings of the report have now been communicated to you directly by colleagues in LJMU’s Human Resources team.

I can confirm that any relevant correspondence between LJMU staff and our legal department is withheld under the provisions of s.42 of the FOIA because they are subject to Legal Professional Privilege.

**Your Request 2**: Number of academic staff that submitted applications to each 2021-22 and 2022-23 conferment to readership and professorship promotion.

**LJMU Response 2:** 2021/22 – 77 applicants. 2022/23 – 86 applicants.

**Your Request 3**: Number of academic staff that submitted special circumstances in the 2021-22 and 2022-23 academic years, including details of what category they used under the guidance criteria a. Family and domestic matters, b. Disability, ill-health and injury, c. Prolonged absences, d. Other absences, and e. Any other personal circumstances.

**LJMU Response 3:** In 2021/22 – 30 applicants provided details of extenuating circumstances for consideration and 34 applicants did in 2022/23. The application form does not require applicants to identify which of the 5 sections in the guidance their personal circumstances relate to.

**Your Request 4**: [Over the same 2 academic years, 2021/22 and 2022/23] Amount of academic staff in general that were unsuccessful in being supported by their Faculty in the conferment process for readership and professorship, and who submitted their application to the university panel and were successful?

**LJMU Response 4:** 2021/22 – 8 individuals proceeded to the university panel, without faculty support, and 2 were conferred. The 2022/23 process is not yet concluded.

**Your Request 5**: Amount of academic staff in general that were successful in being supported by their Faculty in the conferment process for readership and professorship, and who submitted their application to the university panel and were successful?

**LJMU Response 5:** 2021/22 - 50 applicants received faculty support. 33 of these individuals were successful at the university panel and were conferred. The 2022/23 process is not yet concluded.

**Your Request 6**: Amount of academic staff with personal circumstances that were unsuccessful in being supported by their Faculty in the conferment process for readership and professorship, and who submitted their application to the university panel and were successful?

**LJMU Response 6:** 2021/22 – 3 individuals with personal circumstances proceeded to the university panel, without faculty support, and 1 was conferred. The 2022/23 process is not yet concluded.

**Your Request 7**: Amount of academic staff with personal circumstances that were successful in being supported by their Faculty in the conferment process for readership and professorship, and who submitted their application to the university panel and were successful?

**LJMU Response 7:** 2021/22 - 20 applicants with personal circumstances received faculty support. 12 of these individuals were successful at the university panel and were conferred. The 2022/23 process is not yet concluded.

## 23/123

**Your Request 1**: Please can you advise how your establishment processes DBS applications where applicable - is this paper or do you use a particular 3rd party provider? If so, can you advise how many applications per year you process?

**LJMU Response 1:** For LJMU staff, and students enrolling on courses that require it, DBS applications are processed through an umbrella company called Atlantic Data.

67 applications were processed by our HR team in the past 12 months, while our Student Admissions team processed approximately 2200.

## 23/124

**Your Request 1**: How many international students withdrew from their studies over the past three academic years? Please can you disaggregate the data by academic year (2022/23, 2021/22, 2020/21) and also provide the data as a percentage of total international students per year.

**LJMU Response 1:** Please see the table below containing data collected according to the requirements of the Higher Education Statistics Agency (HESA)**.** Students categorised as “dropout” do not include those who could not continue their course because of academic failure or death.

2021/22 and 2020/21 data taken from HESA Student standard check documentation population. 2022/2023 data has not been finalised and is subject to change.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Academic Year** | **Origin** | **Total Student headcount** | **Dropout totals** | **Rate** |
| 2020/2021 | Home | 25250 | 836 | 3.3% |
| 2020/2021 | International | 1465 | 47 | 3.2% |
| 2020/2021 | EU 27 | 484 | 7 | 1.4% |
| 2021/2022 | Home | 26244 | 1121 | 4.3% |
| 2021/2022 | International | 1442 | 57 | 4.0% |
| 2021/2022 | EU 27 | 416 | 10 | 2.4% |
| 2022/2023 | Home | 25532 | 779 | 3.1% |
| 2022/2023 | International | 1994 | 66 | 3.3% |
| 2022/2023 | EU 27 | 515 | 4 | 0.8% |

**Your Request 2**: Please can you provide a breakdown of the nationalities of the international students who withdrew from their studies over the past three academic years, disaggregated by academic year?

**LJMU Response 2:** Please see the table below containing data collected according to the requirements of the Higher Education Statistics Agency (HESA)**.** Students categorised as “dropout” do not include those who could not continue their course because of academic failure or death.

2021/22 and 2020/21 data taken from HESA Student standard check documentation population. 2022/2023 data has not been finalised and is subject to change.

In accordance with Section 40 (2) of the FOIA, the university has not been able to give the exact numbers where small numbers of individuals are involved, so that an individual cannot be identified, or inferences be drawn about them. The University has inserted a “less than five” (<5) value in any appropriate cell.

|  |  |  |  |
| --- | --- | --- | --- |
| **Academic Year** | **Origin** | **Nationality** | **Dropout totals** |
| 2020/2021 | International | Bermuda | <5 |
|  | International | Canada | <5 |
|  | International | Egypt | <5 |
|  | International | India | 38 |
|  | International | Korea, Republic of | <5 |
|  | International | Malaysia | <5 |
|  | International | Moldova, Republic of | <5 |
|  | International | Nepal | <5 |
|  | International | United States | <5 |
|  | Other EU | Gibraltar | <5 |
|  | Other EU | Ireland | <5 |
|  | Other EU | Italy | <5 |
|  | Other EU | Poland | <5 |
|  | Other EU | Spain | <5 |
| 2021/2022 | International | Australia | <5 |
|  | International | Bahrain | <5 |
|  | International | China | <5 |
|  | International | Egypt | <5 |
|  | International | India | 25 |
|  | International | Iraq | <5 |
|  | International | Nigeria | <5 |
|  | International | Oman | <5 |
|  | International | Pakistan | 9 |
|  | International | Qatar | <5 |
|  | International | Saudi Arabia | <5 |
|  | International | United Arab Emirates | <5 |
|  | International | United States | 9 |
|  | Other EU | Costa Rica | <5 |
|  | Other EU | Croatia | <5 |
|  | Other EU | Germany | <5 |
|  | Other EU | Gibraltar | <5 |
|  | Other EU | Ireland | <5 |
|  | Other EU | Romania | <5 |
|  | Other EU | South Africa | <5 |
| 2020/2023 | International | Algeria | <5 |
|  | International | Bangladesh | <5 |
|  | International | Hong Kong | <5 |
|  | International | India | 17 |
|  | International | Iraq | <5 |
|  | International | Mongolia | <5 |
|  | International | Nigeria | 23 |
|  | International | Pakistan | 16 |
|  | International | Sri Lanka | <5 |
|  | International | United States | <5 |
|  | International | Zambia | <5 |
|  | Other EU | Ireland | <5 |
|  | Other EU | Netherlands | <5 |
|  | Other EU | Poland | <5 |

**Your Request 3**: How many home students (ie. non-international) withdrew from their studies over the past three academic years? Please can you disaggregate the data by academic year (2022/23, 2021/22, 2020/21) and also provide this data as a percentage of total home students per year.

**LJMU Response 3:** Please see Response 1 above.