



4 February 2015

By email to: [REDACTED]

Dear [REDACTED]

I refer to your Freedom of Information request received on 17 January 2015 about library fines etc.

I can confirm that the University holds some of the information requested and is releasing this to you where it is held.

The University's Response

Please provide me with the following information held by Abertay University from the past five years (covering 2010, 2011, 2012, 2013, 2014) on the following points:

1. For each of the years specified above, how much money did Abertay University collect in total from students in unpaid library fines and lost book charges.

Year	Library fines collected	Lost books payments	Total
2010	£17,643.94	£900.38	£18,544.32
2011	£18,599.76	£1,120.63	£19,720.39
2012	£14,217.96	£653.60	£14,871.56
2013	£13,620.92	£790.10	£14,411.02
2014	£11,223.55	£212.00	£11,435.55

The University is unable to break down in to lost/stolen/not returned. Limited information has therefore been provided, and the other information is therefore "not held" under section 17 of the Freedom of Information (Scotland) Act 2002.

2. If possible, for each year, please provide a breakdown of how the money collected in library fines and charges was then spent.

Fines and charges are budgeted income in the overall university budget, and therefore there is no direct correlation with actual receipts to spend. The information is consequently "not held" under section 17 of the Freedom of Information (Scotland) Act 2002.

3. For each of the years specified above, how much money did Abertay University have to spend to replace books lost, stolen or not returned to the library. If possible please provide an individual cost breakdown for 1. lost, 2. stolen, 3. not returned for each year.

None of the items identified as missing from the library at stock-check – i.e. not issued to a borrower, were replaced between 2010 – 2014. No full stock check of the Library has been carried out between 2010 – 2014, so not all items missing from the library have been

identified. Items identified as missing out-with the stock-check process may have been replaced but the University does not record items which are missing and have been re-ordered ad-hoc, as there is no business requirement for this. The University is therefore unable to provide full information in response to this point, and information is consequently “not held” under section 17 of the Freedom of Information (Scotland) Act 2002.

If the information I am requesting is not held by Abertay University and you confirm it is held by another public body, please transfer my request to the other public body to deal with.

Not applicable. (NB There is no provision for the transfer of information requests in the Freedom of Information (Scotland) Act 2002).

This concludes the University’s response

Your right to seek a review of how your information request was managed

If you are not satisfied with our response or our reasoning set-out above, you have forty working days in which to require a review of our decision. Any such request should be put in writing and should be sent to the University Secretary, Abertay University, at the address provided below. The request should:

- (a) detail your request for a review of our decision to be undertaken
- (b) describe the nature of your original request
- (c) explain the reasons why you are dissatisfied with our response

University Secretary
Abertay University
Bell Street
Dundee
DD1 1HD
Tel (01382) 308016

E-mail: S.Stewart@abertay.ac.uk

If you remain dissatisfied with how your request for information has been dealt with, you also have the right, in terms of section 47 of FOISA and within 6 months, to apply to the Scottish Information Commissioner for a decision as to whether we have handled your request properly.

Information relating to your right to seek review is available from the Scottish Information Commissioner's website:

<http://www.itspubliknowledge.info>

or by contacting the Scottish Information Commissioner's Office at the following address:

Scottish Information Commissioner,
Kinburn Castle,
Doubledykes Road, St Andrews,
Fife KY16 9DS

Telephone: 01334 464610

Fax: 01334 464611

E-mail: <mailto:enquiries@itspublicknowledge.info>

Website: <http://www.itspublicknowledge.info>

If you are unhappy with the Commissioner's decision, you also have the right to appeal further to the Court of Session, on a point of law only, under section 56 of FOISA. Please refer to the Commissioner's website (details above) for further information about your right of appeal to the Court of Session.

Yours sincerely,

FOI Processing

Secretariat
Abertay University

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