**FOI and EIR Performance report**

**2022-23 Financial Year**

**Introduction**

This report provides a summary of the Council’s performance concerning the management of requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations. The report includes the information that the Information Commissioner's Office (ICO) requires councils to publish with regard to exemptions, clarifications, and extended deadlines.

Please note that the expected rate of completion within the statutory timescales for FOI is **90%**, as set by the ICO.

|  |  |  |
| --- | --- | --- |
| **Overall FOIs and EIRs for 2022/23** | | |
| **Number received** | **Percentage completed within statutory deadline** | **ICO Statutory performance requirement** |
| **1,694** | **89%** | **90%** |

|  |  |  |
| --- | --- | --- |
| **2020-21** | **2021-2022** | **2022-2023** |
| **1,646** | **1,704** | **1,694** |
| **85%** | **87%** | **89%** |

**BY REQUEST TYPE**

|  |  |  |
| --- | --- | --- |
| **EIR Requests in 2022-223** | | |
| **No. received** | **No. on time** | **Percentage** |
| 161 | 145 | 90% |

|  |  |  |
| --- | --- | --- |
| **FOI Requests in 2022-23** | | |
| **No. received** | **No. on time** | **Percentage** |
| 1,533 | 1,366 | 89% |

**BY DEPARTMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Directorate** | **No. of requests attributed to department** | **Closed on Time** | **Percentage on Time** |
| **Children’s Services** | **248** | **245** | **99%** |
| **Communities and Environment - (Overall)** | **492** | **460** | **94%** |
| * *Central C & E* | *227* | *210* | *93%* |
| * *Transport* | *265* | *250* | *94%* |
| **Housing and Safer Communities** | **468** | **378** | **81%** |
| **Finance & Legal Services - (Overall)** | **490** | **435** | **89%** |
| * *Financial Ops.* | *24* | *22* | *92%* |
| * *Benefits* | *41* | *41* | *100%* |
| * *Council Tax & Rev.* | *87* | *87* | *100%* |
| * *Legal* | *34* | *26* | *76%* |
| * *ICT* | *76* | *76* | *100%* |
| * *HR* | *105* | *98* | *93%* |
| * *Accountancy* | *87* | *52* | *60%* |
| * *Procurement* | *9* | *6* | *67%* |
| * *Anti-Fraud & Insurance* | *15* | *15* | *100%* |
| **Health and Adults** | **198** | **198** | **100%** |
| **Regeneration, Enterprise and Skills –** | **228** | **225** | **99%** |

*Note that the total above adds up to more than the number received due to multiple departments being jointly assigned to some FOIs/EIRs and also due to the different reporting arrangements for Finance & Legal Services and Communities & Environment directorates.*

**FOI Status report**

In line with the ICO’s requirements, we have produced the FOI Status report, as set out below for the 2022-23 financial year, recording the instances in which information has either been held, partially held or not held, and where information has been either fully or partially exempted. The categories referred to in the table have been prescribed by the ICO and as such don’t cover the total number of FOI requests received.

|  |  |  |
| --- | --- | --- |
| **Category** | **Number** | **%** |
| Information Not Held | 73 | 5% |
| Information Partially Held | 101 | 7% |
| Information Partially Held, Partially Exempted | 13 | 1% |
| Fully Exempted | 73 | 5% |
| Partially Exempted | 147 | 10% |
| No Exemption Applied | 1066 | 69% |
| Closed for Clarification | 50 | 3% |
| Ongoing | 8 | 0% |
| Withdrawn | 2 | 0% |
| **Total** | **1,533** | **100%** |

**EIR Status report**

In line with the ICO’s requirements, we have produced the EIR Status report, as set out below for the 2022-23 financial year, recording the instances in which information has either been held, partially held or not held, and where information has been either fully or partially excepted.

|  |  |  |
| --- | --- | --- |
| **Category** | **Number** | **%** |
| Information Not Held | 8 | 5% |
| Information Partially Held | 6 | 4% |
| Fully Exempted | 26 | 16% |
| Partially Exempted | 20 | 12% |
| Information Partially Held, Partially Exempt | 1 | 1% |
| No Exemption Applied | 90 | 56% |
| Closed for Clarification | 3 | 2% |
| Ongoing | 7 | 4% |
| **Total** | **161** | **100%** |

**FOI Internal Review report**

In line with the ICO’s requirements, we have produced the report on FOI Internal Reviews for the 2022-23 financial year, recording the instances in which our Internal Reviews either upheld, partially upheld or overturned our original FOI response, i.e. where an Internal review response is recorded as upheld, the Council is stating that its’ original response was correct.

**FOI INTERNAL REVIEWS**

**2022-23**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FOI Internal Review** |  | **2022-22** | | | |
| REASONS | Upheld | Partially Upheld | Not Upheld | Ongoing IR | **TOTALS** |
| Non-Disclosure (Exemption) | **16** | 0 | **2** | **1** | **19** |
| Insufficient Information | **17** | **2** | **4** | 0 | **23** |
| Multiple reasons | **1** | **1** | 0 | 0 | **2** |
| Lateness | **1** | 0 | 0 | 0 | **1** |
| **TOTALS** | **35** | **3** | **6** | **1** | **45** |
| **Total FOI Internal Reviews this financial year:** |  | **45** *(42 in 2021-22)* | | | |

**EIR Internal Review report**

In line with the ICO’s requirements, we have produced the report on EIR Internal Reviews for the 2022-23 financial year, recording the instances in which our Internal Reviews either upheld, partially upheld or overturned our original EIR response, i.e. where an Internal review response is recorded as upheld, the Council is stating that its’ original response was correct.

**EIR INTERNAL REVIEWS**

**2022-23**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EIR Internal Review** |  | **2022-23** | | | |
| REASONS | Upheld | Partially Upheld | Not Upheld | Ongoing IR | **TOTALS** |
| Non-Disclosure (Exemption) | **7** | 0 | **1** | 0 | **8** |
| Insufficient Information | **1** | 0 | 0 | 0 | **1** |
| Multiple reasons | 0 | 0 | 0 | 0 | 0 |
| Lateness | 0 | 0 | 0 | 0 | 0 |
| **TOTALS** | **8** | 0 | **1** | 0 | **9** |
| **Total FOI Internal Reviews this financial year:** |  | **9** *(12 in 2021-22)* | | | |