

Committee:	Executive	Agenda Item No.:	8
Date:	14 th May 2013	Status	Open
Category	3. Part of the Budget and Policy Framework		
Subject:	Information Requests - October 2012 to March 2013		
Report by:	Information & Engagement Manager		
Other Officers Involved	Information Assistant		
Director	Chief Executive		
Relevant Portfolio Holder	Councillor E Watts, Leader of the Council		

RELEVANT CORPORATE AIMS

CUSTOMER FOCUSED SERVICES – Providing excellent customer focused services

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation.

The effective management of requests for information made under the Freedom of Information Act 2000 provides requesters with a customer focused service and ensures compliance with the Act.

TARGETS

Local performance indicator for replying to requests within standard.

VALUE FOR MONEY

A centrally administered information requests service enables a large number of requests to be administered by a small team. It also enables effective co-ordination of information and application of knowledge.

THE REPORT

To provide information on requests made under the Freedom of Information Act 2000, Environmental Information Regulations 2004 and Data Protection Act 1998 for the period 1st October 2012 to 31st March 2013 and a summary for 2012/13.

Freedom of Information and Environmental Information Requests

Volumes

- 177 Freedom of information (FOI) requests
- 28 Environmental information requests (EIR)
- 205 Requests received in total for processing

Table A provides a graphical breakdown by month for FOI/EIR volumes for 2012/13.

Table B provides a breakdown of requests by department. Please note that some requests are sent to more than one department so the volumes will not tally with the number of actual requests above.

Performance

Target: 100% of requests to be responded to within 20 working days.

- Whilst some requests were still open at the time of compiling this report, it is expected that all requests (205) for this period will be responded to within 20 working days. An update will be provided at the meeting.

Other Information

Table C provides a summary of the FOI requests received by date order.

For this period we have received multiple requests for information on the 'bedroom tax' and its implications (7 requests) and compromise agreements (3 requests). Other multiple requests have concerned information we regularly publish on our website – details of public health funerals, business rate accounts in credit and empty commercial properties.

Table D provides a summary of the EIR requests received by date order. Please note that the summary does not contain the 20 requests for Con 29 questions i.e. property search information.

2012/13 Summary

For the year we received 362 FOI requests and 59 EIR requests making a total of 421 requests for 2012/13. This represents an increase of 4.7% when compared to 2011/12 (402 requests received).

Overall, it is expected that 99% (417 requests) will be responded to within standard. An update will be provided at the meeting.

Data Protection Requests

We receive requests from individuals seeking their own personal data (subject access requests) and requests from third parties seeking personal data under one of the subject access exemptions listed under the Data Protection Act 1998.

Volumes

- 6 Subject Access requests received
- 11 Third party requests received for personal data held

Performance

- All responded to within 40 calendar days – the prescribed timescale within the Act

2012/13 Summary

For 2012/13 we received 26 requests in total – 8 Subject Access requests and 18 Personal Data requests. This represents a similar level to 2011/12 (27 requests). All were responded to within the statutory timescale.

ISSUES/OPTIONS FOR CONSIDERATION

None

IMPLICATIONS

Financial: None
Legal: None
Human Resources: None

RECOMMENDATION(S)

That the report be noted.

REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION

To keep Members informed of volumes and trends regarding information requests.

ATTACHMENTS: Y
FILE REFERENCE: N/A
SOURCE DOCUMENT: N/A

Table A – Information Requests by Monthly Volume for 2012/13

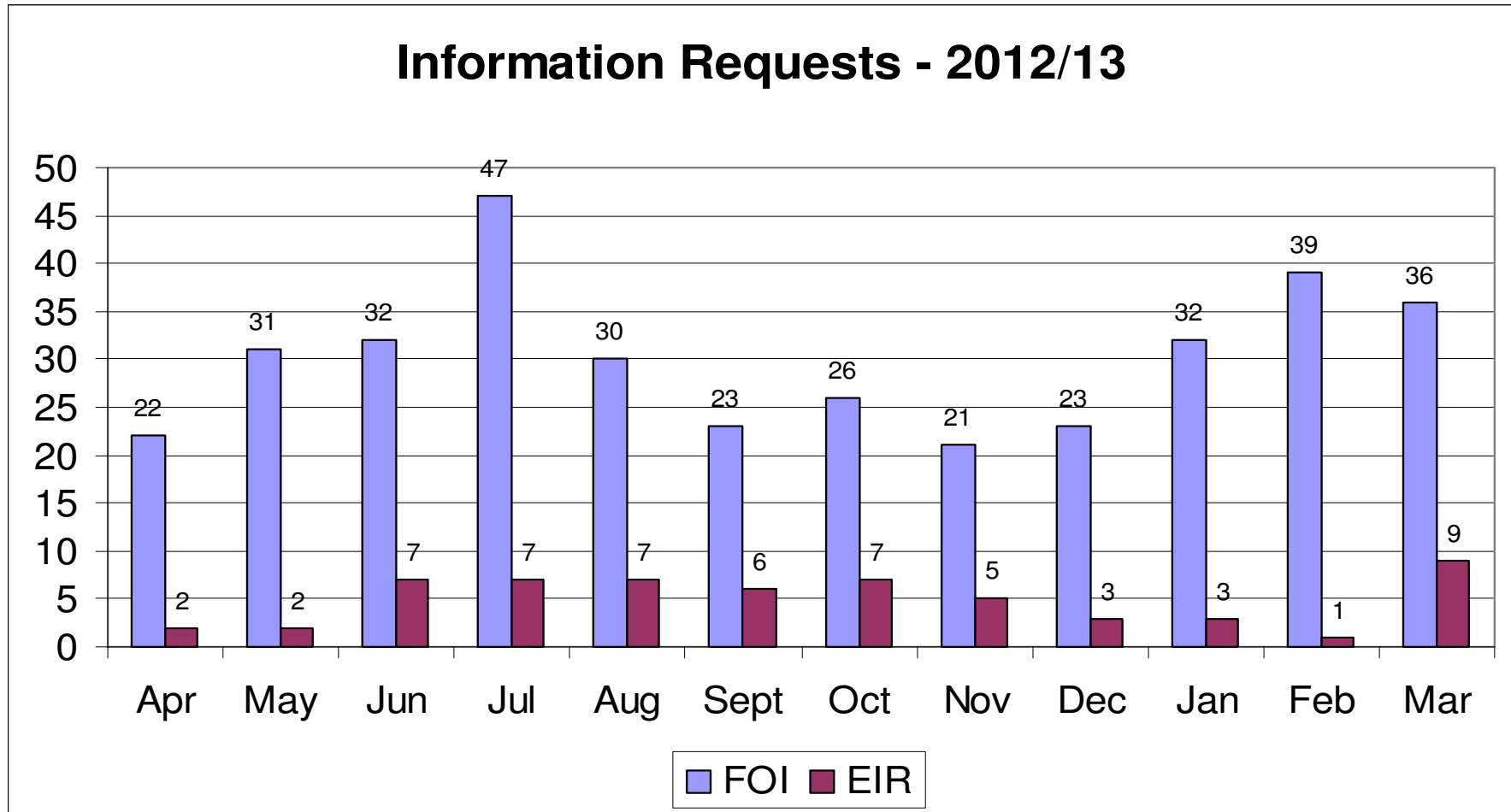


Table B: Information Requests by Department October to March 2013

Department/Section	October 2012 to March 2013			
	No. of requests	Freedom of Information	Data Protection	Environmental Information
Chief Executive and Partnership Team	3	3	0	0
Human Resources & Payroll	18	18	0	0
Legal	16	15	0	1
Democratic Services	6	4	2	0
Strategy & Performance	12	11	1	0
Financial Services	24	24	0	0
Contact Centres	5	2	3	0
Revenues & Benefits	46	38	8	0
Shared Procurement Unit	8	8	0	0
Shared ICT	7	7	0	0
Regeneration	23	21	1	1
Planning	42	18	1	23
Environmental Health	51	32	1	18
Leisure	7	7	0	0
Streetscene Services	7	7	0	0
Community Safety	7	6	0	1
Housing	30	20	10	0
Internal Audit	1	1	0	0
BCN (Building Control)	23	3	0	20
Totals	336	245	27	64

Table C: Freedom of Information Requests Summary October to March 2013

Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
01/10/12	F/205/1213	Current amount outstanding for unpaid Council Tax and NDR rates and year by year breakdown starting from 01/01/92 up until 12/09/12	Revenues	8	Yes
03/10/12	F/206/1213	Careline system maintenance	Housing	7	No information held
03/10/12	F/207/1213	Declarations held in relation to all chief officers serving since January 1st 2010	H/R & Payroll	19	Yes
05/10/12	F/208/1213	Information on allegations of internal fraud, theft and corruption	Legal, H/R & Payroll	9	No information held
05/10/12	F/200A/1213	Further information in relation to F/200/1213 council tax benefit and local council tax support	Revenues	5	Yes
08/10/12	F/209/1213	Information on temporary accommodation	Housing	19	Partially -some not held
08/10/12	F/210/1213	Information on councillors allowances and expenses	H/R & Payroll	3	No -Exempt Section 21- available by other means - on website
08/10/12	F/211/1213	Information on HD CCTV cameras in the last 3 years	Leisure, Environmental Health, Regeneration, Community Safety, Streetscene Services, Finance	16	Partially - some not held

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
10/10/12	F/212/1213	Copies of all reports including but not limited to monthly, quarterly and annual audit progress reports produced by internal audit team detailing investigation into allegations of internal fraud, corruption and or theft for 09/10, 10/11 and 11/12	Internal Audit	20	Partially, some information provided, some exempt Section 40 Personal information
11/10/12	F/213/1213	Information on BDC's Asset Management Strategy	Housing	18	No – Exempt Section 22 information intended for future publication
12/10/12	F/214/1213	Information on a property in Bolsover acquired under compulsory purchase in last 4 years	Environmental Health (Commercial), Planning, Legal		Clock stopped – clarification sought
11/10/12	F/215/1213	Information on non-self-drive cars owned or leased by council for purpose of driving/chauffeuring elected members and/or council staff	Finance, CEPT, Democratic Services	13	Partially, some not held
12/10/12	F/216 1213	How many times pest controllers have been called into local authority run primary and secondary schools within past year	Environmental Health (Residential)	2	No information held
15/10/12	F/217/1213	Information on number of cemeteries and burial grounds that facilitate the burial of Muslim citizens	Environmental Health (Residential)	1	No information held but given link to parish council page

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
16/10/12	F/218/1213	How many public health funerals have been carried out since 1st July 2012	Environmental Health (Residential)	2	No - exempt Section 21 available by other means - on website
18/10/12	F/219/1213	List of Scrap Metal dealers currently registered to Bolsover District Council	Environmental Health (Commercial)	7	Partially, some not held
19/10/12	F/220/1213	Details of incident at Pleasley Vale Mills on 08/10/12	Regeneration	11	Yes
19/10/12	F/221/1213	Information on waste collection service	Streetscene Services	8	Partially, some not held
22/10/12	F/222/1213	Information on green spaces	Legal, Regeneration, Leisure	20	Partially, some exempt Section 43 - Commercial Interests
24/10/12	F/223/1213	Information on efficiencies and savings since April 2009	Finance, Strategy & Performance	20	Partially, some not held, some exempt Section 12 exceeds appropriate limit and Section 21 available by other means
23/10/12	F/224/1213	Number of public health funerals and whether deceased owned their own home or lived in council property, housing association or nursing home	Environmental Health (Residential)	11	No - exempt Section 21 available by other means - on website

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
24/10/12	F/225/1213	Information on staff who have been moved from weekly pay to monthly	H/R & Payroll, Finance	10	Partially, some not held
25/10/12	F/226/1213	Detailed structure of Legal Department including job titles and names	Strategy & Performance	3	No - Section 21 available by other means - on website
29/10/12	F/227/1213	Information in relation to HR and Payroll solution/service	H/R & Payroll	7	Partially, some not held
29/10/12	F/228/1213	List of all live business rates accounts with a 2010 list Rateable Value greater than or equal to £25,000	Revenues	7	Partially, some not held, some exempt Section 12 exceeds appropriate limit
31/10/12	F/229/1213	Information on Housing needs for 16 and 17 year olds	Housing	16	No information held - given DCC contact details
31/10/12	F/230/1213	Information on pet shops in district	Environmental Health (Commercial)	16	Partially, some not held
01/11/12	F/231/1213	Request for commissioning an external organisation, for instance a private investigator to undertake surveillance	Legal, Revenues	16	No information held
01/11/12	F/232/1213	Green belt boundaries	Planning	6	No information held
07/11/12	F/233/1213	Questions on street cleansing	Streetscene Services	13	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
07/11/12	F/234/1213	Questions regarding information from the Land Registry which shows BDC applied to acquire a piece of roadway which runs between Dykes Field and Sherwood Lodge	Legal	5	Partially, some not held
08/11/12	F/235/1213	Persons who have died with no known next of kin from 01/06/12 to date	Environmental Health (Residential)	1	No -exempt Section 21 available by other means - on website
08/11/12	F/236/1213	Total amount of revenue raised in Empty Property Rates	Revenues	4	Yes
12/11/12	F/237/1213	Information on fleet size	Streetscene Services	10	Yes
12/11/12	F/238/1213	Number and nature of complaints about burial services	Strategy & Performance	2	No –directed to Parish Councils
13/11/12	F/239/1213	Up to date list of unclaimed business rates credits	Revenues	1	No - exempt Section 21 available by other means - on website
13/11/12	F/240/1213	Information on empty homes	Environmental Health (Residential), Finance	11	Yes
14/11/12	F/241/1213	List of CCTV cameras in South Normanton and who owns them	Community Safety	14	Partially, some not held
14/11/12	F/242/1213	Copy of March 2012 Standing Building Survey (with report) as mentioned on Page 5 of Sept 2012 supporting document written by SLR Consultants re planning application to demolish original Sherwood Lodge House	Regeneration, Planning	8	No information held

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
15/11/12	F/243/1213	Information on Energy Performance Building Directive which covers Display Energy , Energy Performance Certificates and Air Conditioning Inspections	Regeneration	7	Partially, some not held
19/11/12	F/244/1213	Information on council tax arrears enforcement	Revenues	5	Partially, some not held
20/11/12	F/245/1213	Information on Business Rates credits since 1990	Revenues	2	No - exempt Section 21 available by other means - on website
23/11/12	F/246/1213	Information on Business Rates credits	Revenues	1	No - exempt Section 21 available by other means - on website
23/11/12	F/247/1213	How much was spent providing foreign language translation services for written communications, verbal communications and in total for 2009/10, 2010/11 and 2011/12	Strategy & Performance	4	Partially, some not held
26/11/12	F/248/1213	Information on workforce profile statistics	H/R & Payroll	3	Yes
26/11/12	F/249/1213	Schedule of ratepayers who are receiving 80% mandatory charitable rate relief under Sections 43-48 Local Government Finance Act 1988 and address of property relief relates to	Revenues	3	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
29/11/12	F/250/1213	How many public health funerals have been carried out by authority since September 2012	Environmental Health (Residential)	1	No - exempt Section 21 available by other means - on website
29/11/12	F/251/1213	List of currently licensed Private Hire Taxi Operators along with company name, company address, customer booking phone numbers, company email, latest tariff card on record	Environmental Health (Licensing)	8	Partially, some not held
03/12/12	F/252/1213	Information of spend on Christmas trees for 10/11, 11/12 and 12/13	Finance	4	No information held
03/12/12	F/253/1213	Information of spend on Christmas trees/decorations, chauffeurs, taxis, publicity, stationary, office refreshments, overseas trips	Finance		Clock stopped - clarification sought
04/12/12	F/254/1213	Information on Councillors remuneration	Democratic Services	1	No - exempt Section 21 available by other means - on website
06/12/12	F/255/1213	Spend on cycling infrastructure, cycle lanes, cycle parking, storage etc for 2010,2011, 2012 and expected spend in 2013	Regeneration, Leisure	3	No information held
07/12/12	F/256/1213	Information on hazardous substances content issued by the council	Planning	1	No - exempt Section 21 available by other means - Publication Scheme

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
07/12/12	F/257/1213	How many contracts were awarded without going through the correct tendering processes	Procurement	15	No - exempt Section 21 available by other means - on website
10/12/12	F/258/1213	Information for a survey relating to planning permissions for the current 5 year period 2012 to 2017	Planning	3	Yes
06/12/12	F/259/1213	Written record of meeting which took place at BDC on 06/08/12	Community Safety	8	No information held
12/12/12	F/260/1213	How many housing developments has planning approved against the flood-related advice of the Environment Agency since 2002	Planning	4	No information held
13/12/12	F/261/1213	Information on Grounds Maintenance and Street Cleansing contracts	Procurement, Streetscene Services	13	Partially, some not held
17/12/12	F/262/1213	Information on domestic boiler installations for period 1st Jan 2009 to date	BCN	3	No - refused Section 12 exceeds limit
14/12/12	F/263/1213	Information on services provided by Common Purpose	Finance	4	No information held
18/12/12	F/264/1213	Information on business rates (empty and occupied)	Revenues	18	Partially, some exempt Section 21 available by other means - on website
18/12/12	F/265/1213	Information on Waste collection contract	Streetscene Services	15	Partially, some not held

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
18/12/12	F/266/1213	Public Health funerals which have taken place from July 2012 to date	Environmental Health (Residential)	2	No - exempt Section 21 available by other means - on website
19/12/12	F/267/1213	Public Health funerals which have taken place with no known next of kin from July 2012 to date	Environmental Health	1	No - exempt Section 21 available by other means - on website
19/12/12	F/268/1213	Information on wind farm appeals	Planning	14	No information held
20/12/12	F/269/1213	Information on purchase card spending by councillors, senior council officers and other council staff	Finance	18	Partially, some not held
21/12/12	F/270/1213	Election for results for Barlborough ward over 1987 to 2003	Democratic Services	14	No information held
21/12/12	F/271/1213	Information on Neighbourhood planning	CEPT, Planning	12	No information held
31/12/12	F/272/1213	Information on Homing In magazine	Housing	10	Yes
31/12/12	F/273/1213	Date council tax banding changed from C to B for 126 Wharf Road, Pinxton and whether it was due to an appeal or were other properties on the road re-banded and how many have been re-banded since 2002	Revenues	8	Partially, some exempt Section 21 available by other means - on website
31/12/12	F/274/1213	Information on social housing	Housing	19	Partially, some not held

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
31/12/12	F/275/1213	Salary payments to non-UK banks	H/R & Payroll	8	No information held
03/01/13	F/276/1213	Information on non domestic rates	Strategy & Performance (Revenues)	0	No - exempt Section 21 available by other means - on website
04/01/13	F/277/1213	Information on council workforce	H/R & Payroll	5	Partially, some not held
07/01/13	F/278/1213	Information on allotments and waiting lists	Regeneration	14	Partially, some not held
08/01/13	F/279/1213	Information on impact of 'bedroom tax'	Benefits	16	Partially, some not held
08/01/13	F/280/1213	Information on empty commercial premises	Strategy & Performance (Revenues)	1	No - exempt Section 21 available by other means - on website
08/01/13	F/281/1213	Information on persons who have died with no known next of kin since 01/08/2012 to date	Strategy & Performance (Environmental Health - Residential)	2	No - exempt Section 21 available by other means - on website
10/01/13	F/282/1213	Information on Business Rates relief (mandatory, discretionary or both)	Revenues	3	Yes with redactions
11/01/13	F/283/1213	Information on benefit fraud investigations in the last three years	Benefits	10	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
11/01/13	F/284/1213	Average weekly council housing rent for each of last three years for a one bed flat and a two bed flat	Housing	10	Yes
11/01/13	F/285/1213	Details of who has died with no known next of kin from 01/09/12 to date	Strategy & Performance (Environmental Health - Residential)	2	No - exempt Section 21 available by other means - on website
11/01/13	F/286/1213	Contact details for events manager, lottery funding, charity and voluntary, procurement. Housing and council tax benefit form and disabled bus form	Strategy & Performance	3	Partially, some not held
14/01/13	F/287/1213	Average number of weeks it took to re-house households on council waiting list for 9/10, 10/11, 11/12 and 12/13	Housing	9	No – refused Section 12 exceeds limit
14/01/13	F/288/1213	Total number of FOI requests and complaints received for 10,11 and 12 and Leader and CEO's salaries	Strategy & Performance, Customer Service	13	Partially, some exempt Section 21 available by other means - on website
16/01/13	F/289/1213	Information on New Homes Bonus used to fund or support housing development	Housing, Planning	8	Partially, some not held
16/01/13	F/290/1213	Credits held on business rates system	Strategy & Performance (Revenues)	2	No - exempt Section 21 available by other means - on website

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
16/01/13	F/291/1213	Information on whether BDC has paid RADA in Business for local authority training classes during past four years	H/R & Payroll, Finance	8	No information held
21/01/13	F/292/1213	Forecast on council tax arrears under Council Tax Support	Revenues and Benefits	12	Partially, some not held
22/01/13	F/293/1213	Applications for boiler installations	BCN	4	Yes
24/01/13	F/294/1213	All recorded details of complaints and or enquiries made to Planning over last 20 years concerning Woodlands Farm Fisheries and or Woodlands Farm	Planning	15	Partially, some exempt Section 21 available by other means - on website and Section 12 – exceeds limit
24/01/13	F/295/1213	From February 2012 how many public health funerals have we performed	Strategy & Performance (Environmental Health - Residential)	1	No - exempt Section 21 available by other means - on website
25/01/13	F/296/1213	The lead Criminal Records Bureau Countersignatory	H/R & Payroll	14	Partially, some exempt Section 31 (1)(a) Law Enforcement
25/01/13	F/297/1213	Information on the use of powers of entry laws by officials from the council	H/R & Payroll, Legal, Community Safety, Environmental Health, Planning	16	Partially, some not held
25/01/13	F/298/1213	Information on bedroom tax under-occupancy	Revenues and Benefits	14	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
28/01/13	F/299/1213	Information on Leisure Centres, sports parks and fields between 2005-2013	Finance, Leisure	15	Partially, some not held
28/01/13	F/300/1213	Information on prosecutions of builders/construction companies for work related offences	Regeneration, Housing, Environmental Health Legal, BCN	13	Partially, some not held
29/01/13	F/301/1213	All limited companies in area who have recently or about to have liability orders made against them for non-payment of business rates	Revenues	12	Partially, some exempt Section 31 (1)(d) Law Enforcement
28/01/13	F/302/1213	Further questions in relation to bedroom tax	Revenues and Benefits, Housing	19	Partially, some exempt Section 21 - available by other means - on website
29/01/13	F/303/1213	Various questions pertaining to suite of council financial services (transactional banking and investment)	Finance	12	Partially, some exempt Section 21 - available by other means - on website
29/01/13	F/304/1213	Full list of commercial properties which are responsible for any business rates liability from Dec 2012	Strategy & Performance (Revenues)	3	Yes with redactions

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
29/01/13	F/305/1213	List of remaining credits and credits that have been written off in respect of Business Rates as at 01/01/13 for companies as far back as records allow	Revenues	13	Partially, some exempt Section 21 - available by other means - on website
31/01/13	F/306/1213	The start date, duration and annual value and name of supplier of any council wide facilities management contracts held	Strategy & Performance (Procurement)	1	No - exempt Section 21 available by other means - on website
31/01/13	F/307/1213	Information on households being subject to the under-occupation housing benefit reduction/ rent arrears	Benefits, Housing	11	Partially, some not held
01/02/13	F/308/1213	Information on cost of unauthorised Gypsy, Traveller or van dweller sites	Environmental Health (Residential), Finance	16	Partially, some not held
01/02/13	F/309/1213	Information on bedroom tax under occupancy	Benefits	12	Yes
04/02/13	F/310/1213	Information on items bought on council purchase card, p card, council credit card that was later found to be a fraudulent activity or misuse over the last five years	Finance, Human Resources/Payroll	11	No information held
04/02/13	F/311/1213	Has BDC carried out a compulsory purchase order on any properties in last 4 years	Legal	11	No information held
04/02/13	F/312/1213	Information relating to 10% cut in council tax benefit scheme and the localisation of council tax support schemes	Benefits	12	Partially, some not held

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
04/02/13	F/313/1213	Information relating to cuts to council tax benefits (council tax support schemes)	Benefits	12	Partially, some not held
04/02/13	F/314/1213	Copies of BDC new regulations/policies/criteria regarding spare bedroom that will reduce housing benefit	Revenues, Benefits	12	Partially, some exempt Section 21 - available by other means - on website
04/02/13	F/315/1213	Information regarding statutory rights over Housing Association tenants especially disabled ones, for repairs that have been passed but not completed	Environmental Health (Residential)	13	Yes
04/02/13	F/316/1213	Copies of receipts for all expenses claims for council leader and Chief Executive Officer for the past 3 years	Human Resources/Payroll	18	Yes (with redactions for personal data)
05/02/13	F/317/1213	How many incidents of anti social behaviour were recorded between January 1st 2012 and December 31st 2012	Community Safety	12	Yes
05/02/13	F/318/1213	How much money is spent on contractors outside of Bolsover community with BDC for construction and anything else over the past 5 years	Procurement, Finance,	12	Partially, some exempt Section 21 - available by other means - on website and Section 12 exceeds appropriate limit

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
05/02/13	F/319/1213	Procurement information on budget spent on goods and services from suppliers and providers in the area	Procurement	14	Partially, some refused Section 12 - appropriate limit
07/02/13	F/320/1213	Documents requested that fell outside the scope of his previous subject access request in relation to all communications between BDC and builder for regeneration work on property	Strategy & Performance (Environmental Health, Customer Service, Regeneration, Planning)	11	Yes (with redactions for personal information)
11/02/13	F/321/1213	Information on a grant to be used to offset the impact of the rising level of vacant premises in town centre	Regeneration (Economic Development), Finance	11	Partially, some not held
11/02/13	F/322/1213	Information relating to the procurement and maintenance of Tablet devices	ICT	10	Partially, some not held
11/02/13	F/323/1213	Full address details of any property within your authority which does not have a current DEC as required by the EPBD regulations	Regeneration	11	Partially, some not held
12/02/13	F/324/1213	How many public space CCTV cameras have been in operation for 2010,2011, 2012 and 2013	Community & Street Services, Environmental Health, Regeneration, Leisure	12	Yes
12/02/13	F/325/1213	Information on postal services and expenditure	Finance, Democratic Services	16	Partially, some not held
14/02/13	F/326/1213	Council spending over £500 in csv format	Finance	15	Yes
1502/13	F/327/1213	Information on bailiff/debt recovery contractors	Revenues, Regeneration	19	Partially, some not held

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
15/02/13	F/328/1213	Information relating to Bolsover District Council Planning Committee meeting held on 18th January 2013	CEPT, Planning, Legal, Democratic Services	20	Partially, some exempt Reg 12(5)(b) course of justice and inquiries exception and Reg 13 personal data
18/02/13	F/329/1213	Information on deaths reported to Treasury Solicitor since 1st August 2012	Strategy & Performance (Environmental Health - Residential)	2	No - exempt Section 21 available by other means - on website
18/02/13	F/330/1213	Information on legal fees spending	Legal	9	Partially, some exempt Section 21 available by other means – on website
19/02/13	F/331/1213	Information on council spend on contract advertising in the OJEU for the last 5 years	Procurement	8	No information held
19/02/13	F/332/1213	Information on rental arrears from 2007 to present	Housing	18	Partially, some not held
19/02/13	F/333/1213	Further information in relation to BDC having to tender in the OJEU in the last 5 years	Procurement	17	Partially, some not held

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Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
20/02/13	F/334/1213	Information on public or welfare funerals and persons who have died with no known next of kin since 01/11/12 to date	Strategy & Performance (Environmental Health - Residential)	3	No - exempt Section 21 available by other means - on website
25/02/13	F/335/1213	Information on child benefits and the influx of Romanian and Bulgarian civilians looking to settle in the area	Strategy & Performance	4	No information held
25/02/13	F/336/1213	How much has BDC spent on funding family intervention projects in last 3 years	Housing	14	No information held
19/02/13	F/337/1213	Further information on Sherwood Lodge development by Morrisons	Regeneration, Legal, Planning	20	No information held & some available on website (Section 21)
26/02/13	F/338/1213	Information on expenditure on alcohol licensing	Environmental Health (Licensing)	15	Partially, some not held
26/02/13	F/339/1213	List of 29 hazards referred to in previous F/315/1213 and further information on Housing Health Safety Rating System	Environmental Health (Residential)	15	Yes
27/02/13	F/340/1213	Total income for BDC per year for last 3 financial years	Finance	2	Yes
27/02/13	F/341/1213	Discretionary rate relief policy for Community Sports Clubs	Revenues	15	Yes
27/02/13	F/342/1213	Information on advertising/sponsorship on lamp posts	Strategy & Performance (Communications), Regeneration	15	No information held

Table C: Freedom of Information Requests Summary October to March 2013

Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
27/02/13	F/343/1213	Various questions on Urban Green Space	Leisure, Planning Policy, Streetscene Services, Finance, Regeneration	20	Partially, some not held
27/02/13	F/344/1213	Information on mobile phones, ipads and number of employees in the council	Human Resources, ICT	16	No information held
28/02/13	F/345/1213	Breakdown of hardware and maintenance costs within ICT	ICT	10	Yes
28/02/13	F/346/1213	Information on expenditure for printing and postage	Finance	18	Yes
28/02/13	F/347/1213	How much supported housing does authority operate or commission by individual property and how many are monitored dry accommodation	Housing	15	No information held
01/03/13	F/348/1213	Information on laptops/usb devices	ICT	17	Yes
01/03/13	F/349/1213	Information on debts owed to the council in relation to council tax, rents, NNDR, sundry debts, housing benefit overpayments	Revenues, Housing, Finance	19	Partially, some not held
01/03/13	F/350/1213	Forecast on bedroom tax arrears	Benefits, Housing	16	Partially, some not held
05/03/13	F/351/1213	Public health funerals carried out since November 2012 when no known next of kin can be found	Strategy & Performance (Environmental Health - Residential)	2	No - exempt Section 21 available by other means - on website
05/03/13	F/352/1213	Information on private bailiffs being instructed to enforce debts owed to the council	Revenues, Housing, Regeneration	16	Yes

Table C: Freedom of Information Requests Summary October to March 2013

Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
05/03/13	F/353/1213	Information showing properties included in the Schedule of Monuments compiled under the Ancient Monuments and Archaeological Areas Act (1979)	Planning	16	Yes
07/03/13	F/354/1213	Information on ICT software provider	ICT	18	Partially, some not held
07/03/13	F/355/1213	Information on disclosure and compromise agreements for 2010, 2011 and 2012	Human Resources	19	Partially, some not held and some exempt Section 40 (personal information)
08/03/13	F/356/1213	Information on equal pay claims or potential equal pay claims	Legal, Finance	18	Partially, some exempt on website (Section 21)
08/03/13	F/357/1213	Contact details of officer responsible for providing information to Treasury Solicitor on public health funerals	Strategy & Performance (Environmental Health - Residential)	3	Yes
11/03/13	F/358/1213	Information on compromise agreements directly related to the resolving of disputes, grievances, internal and external investigations from 2007 to date	Human Resources	18	Partially, some not held and some exempt Section 40 (personal information)
12/03/13	F/359/1213	Information on Benefit fraudsters over the last 5 years	Benefits	17	Partially, some not held
12/03/13	F/360/1213	Information concerning an investigation	Legal	20	Yes

Table C: Freedom of Information Requests Summary October to March 2013

Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
14/03/13	F/361/1213	Information on charges for abandoned supermarket trolleys under the EVPA1990 and Clean Neighborhood Act 2005	Streetscene Services	16	No information held
15/03/13	F/362/1213	Information on planning applications in which Section 106's are currently being renegotiated	Planning	15	Partially, some not held
15/03/13	F/363/1213	Information regarding payroll service/solution	Human Resources & Payroll, ICT	15	Partially, some not held
15/03/13	F/364/1213	Information on all properties on which HP Enterprise Services UK Ltd pays business rates in local authority area	Revenues	16	No information held
15/03/13	F/365/1213	How many employees and former employees have signed compromise agreements in 2012/13 so far and past five years	Human Resources & Payroll, Legal	16	Partially, some not held and some exempt Section 40 (personal information)
18/03/13	F/366/1213	Information on Energy Management Systems	Regeneration	16	Partially, some not held
18/03/13	F/367/1213	Information on printers, scanners, copiers within organisation	Strategy & Performance (Communications), ICT	19	Partially, some not held
18/03/13	F/368/1213	Information on one bedroom dwellings	Housing	18	Yes
12/03/13	F/369/1213	Information on council owned Business, Innovation, Enterprise and Incubation Centres	Regeneration (Economic Development)	17	Yes
19/03/13	F/370/1213	Information on the Intranet	Strategy & Performance (Communications)	17	Partially, some not held

Table C: Freedom of Information Requests Summary October to March 2013

Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
19/03/13	F/371/1213	Information on contract, spend and product details on various telecom services	ICT		
20/03/13	F/372/1213	Details of anyone dying with no known next of kin from 01/10/12 to date	Strategy & Performance (Environmental Health - Residential)	3	No - exempt Section 21 available by other means - on website
20/03/13	F/373/1213	Information on Troubled Families Programme	Housing	4	No information held
21/03/13	F/374/1213	Information on allotment costs	Regeneration		
21/03/13	F/375/1213	Archaeological report showing full conclusions after analysis of the material found and dating carried out in relation to Middle Street, Bolsover	Planning		
21/03/13	F/376/1213	Copy of winning bid document for procurement of Source Derbyshire	Procurement	15	No information held
26/03/13	F/377/1213	Information on Primates licences issued under the Dangerous Wild Animals Act 1976	Environmental Health (Commercial)		
26/03/13	F/378/1213	Total number of employees who have returned to work in a new position who have previously been made redundant - over past 5 years	Human Resources & Payroll		
26/03/13	F/379/1213	Information in relation to BDC funding Junction Arts Ltd for 10/11, 11/12, 12/13, 13/14 and 14/15	Leisure, Finance		
26/03/13	F/380/1213	Further questions relating to the Housing Health Safety Rating System	Environmental Health (Residential)		
27/03/13	F/381/1213	Historic data regarding council tax banding in Shirebrook	Revenues		

Table C: Freedom of Information Requests Summary October to March 2013

Date Received	Reference	Summary of Request	Departments Request Sent to	No of work days	Information released
27/03/13	F/382/1213	List of all credit balances owing to incorporated companies in respect of NNDR	Strategy & Performance (Revenues)	2	No - exempt Section 21 available by other means - on website
28/03/13	F/383/1213	Information on gas and electric providers	Regeneration		

**Table D: Environmental Information Regulations Requests Summary
October to March 2013**

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
21/01/13	E/047/1213	Full voice recording of discussions held during meeting of Losk Lane Wind Farm 10/00463/FULEA	Democratic Services	5	Yes
22/01/13	E/048/1213	Access to LQM's findings in relation to Coalite Works Bolsover	Environmental Health (Commercial)	18	Yes (one appendix exempt – confidentiality of commercial or industrial information)
24/01/13	E/049/1213	Copy of the notes taken by the officer at the meeting regarding Losk Lane Wind Farm	Democratic Services	5	Partially (officer notes released, draft notes not produced)
20/02/13	E/050/1213	Information in relation to noise nuisance complaints	Environmental Health	12	Yes
05/03/13	E/052/1213	Information on all Compulsory Purchase Orders BDC have conducted over last 15 years	Legal	15	Partially, some not held
12/03/13	E/054/1213	Information sought in relation to Woodlands Farm Fisheries and or Woodland Farm at Ward Lane Barlborough	Planning	20	Partially, some exempt – personal data (Regulation 13)
21/03/13	E/055/1213	Details of meetings between officers and developers in relation to proposed development Langwith Road and Mooracre Lane	Planning		

**Table D: Environmental Information Regulations Requests Summary
October to March 2013**

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
29/03/13	E/059/1213	Letters, minutes of meetings regarding Markland Campus site redevelopment pertaining to planning gain from Ben Bailey/Gladedale	Planning		