

Bolsover District Council

Executive

15th June 2015

Information Requests – October to March 2015

Report of the Council Leader

This report is public

Purpose of 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 2014 to 31st March 2015 and a summary for 2014/15.

1 Report Details

Freedom of Information and Environmental Information Requests

1.1 Volumes

- 253 Freedom of information (FOI) requests
- 60 Environmental information requests (EIR)
- 313 Requests received in total for processing

Table A provides a graphical breakdown by month for FOI/EIR volumes for 2014/15.

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.

1.2 Performance

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

- All requests (313) responded to within 20 working days.

1.3 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 concerning Sherwood Lodge – its sale and redevelopment (5 requests). Other multiple requests

have concerned information we regularly publish on our website – details of public health funerals, business rate accounts in credit, empty commercial properties, business rate (occupied) listings including reliefs and new businesses becoming liable for business rates.

Table D provides a summary of the EIR requests received by date order. Please note that the summary does not contain the 51 requests for Con 29 questions i.e. property search information.

1.4 **2014/15 Summary**

For the year we received 526 FOI requests and 94 EIR requests making a total of 620 requests for 2014/15. This represents an increase of 9.5% (54 requests) when compared to 2013/14 (566 requests received).

Overall, all requests were responded to within the standard of 20 working days.

Data Protection Requests

1.5 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.

1.6 **Volumes**

- 7 Subject Access requests received
- 12 Third party requests received for personal data held

1.7 **Performance**

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

1.8 **2014/15 Summary**

For 2014/15 we received 35 requests in total –13 Subject Access requests and 22 Personal Data requests. This represents a similar level to 2013/14 (36 requests). All were responded to within the statutory timescale (Subject Access Request average – 17 days and Third Party Requests – 3 days).

2 Conclusions and Reasons for Recommendation

2.1 Requesters are increasingly aware of their rights of access to information and are using them in increased numbers.

2.2 This is an information report to keep Members informed of volumes and trends regarding information requests.

3 Consultation and Equality Impact

3.1 Not applicable

4 Alternative Options and Reasons for Rejection

4.1 Not applicable

Implications

5.1 Finance and Risk Implications

None

5.2 Legal Implications including Data Protection

None

5.3 Human Resources Implications

None

6 Recommendations

6.1 That the report be received

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
District Wards Affected	None
Links to Corporate Plan priorities or Policy Framework	<ul style="list-style-type: none">• Providing excellent customer focused services• Compliance with our Access to Information Policy

8 Document Information

Appendix No	Title
Table A	Information Request Volumes by Month for 2014/15
Table B	Information Requests by Department October to March 2015
Table C	FOI Summary by date (October to March 2015)

Table D	EIR Summary by date (October to March 2015)
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Not applicable	
Report Author	Contact Number
Kath Drury – Information & Engagement Manager	01246 242280

Report Reference –

Information Requests - 2014/15

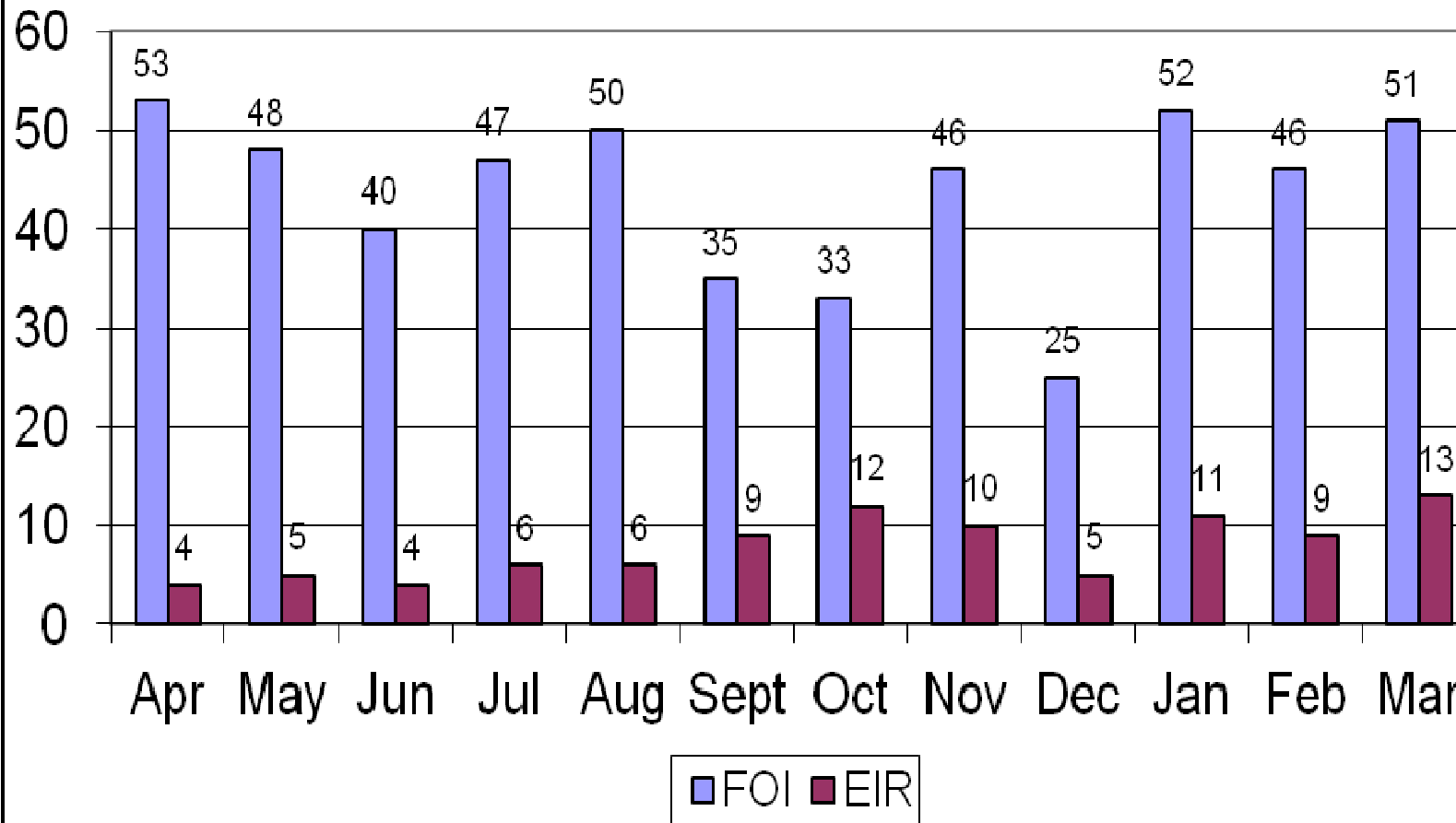


Table B: Information Requests by Department October 2014 to March 2015

Department/Section	October 2014 to March 2015			
	No. of requests	Freedom of Information	Data Protection	Environmental Information
Chief Executive and Partnership Team	11	9	2	
Human Resources & Payroll	27	23	4	
Legal	20	17	2	1
Governance	18	14	4	
Customer Service & Improvement	82	80	2	
Financial Services	38	36	2	
Contact Centres	7	2	5	
Revenues & Benefits	54	38	16	
Shared Procurement Unit	1	1		
Shared ICT	20	20		
Economic Development (Regeneration)	15	11	4	
Planning	56	21	4	31
Environmental Health	62	31	6	25
Leisure	14	10	4	
Streetscene Services	19	17	2	
Community Safety	11	7	4	
Housing	37	26	11	
BCN (Building Control)	52	1	2	49
Estates & Property	19	17	2	
Internal Audit	1	1		
Totals	564	382	76	106

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
01/10/14	F/277/1415	Questions on organisations mobile phone and mobile data contract(s)	Finance	14	Partially some information not held
01/10/14	F/278/1415	Information in relation to business rates accounts that have a credit on their account above £1,000	Customer Service & Improvement (Revenues)	3	Yes given link to website
02/10/14	F/279/1415	Please confirm whether or not framework/contract for, BDC/SPU/WNF1/11 - Provision of a bespoke/intensive business start up programme for people with disabilities, will be renewed	CEPT	13	Yes
02/10/14	F/280/1415	Details on all properties benefiting from mandatory charitable relief in respect of payment of Business Rates	Revenues	8	Yes given link to website
02/10/14	F/281/1415	Further information required in relation to taxi licensing	Environmental Health (Licensing)	14	Partially, some information not held
06/10/14	F/282/1415	Information on members past and present who may have been of Nigerian descent	Governance	11	No information held
06/10/14	F/283/1415	Spraying of verges on Slayley View Road Barlborough	Streetscene	11	No information held
06/10/14	F/284/1415	Information on plans and costs for Sherwood Lodge and The Arc	Planning, Legal, Estates & Property, Finance	12	Partially, some not held
08/10/14	F/285/1415	Information on housing allocations and domestic violence	Housing	15	Yes
08/10/14	F/286/1415	Information on Festive injuries on council property	Finance	9	No information held
09/10/14	F/287/1415	Details of all businesses/non domestic rate payers both receiving relief and not	Customer Service and Improvement (Revenues)	2	Yes given link to website

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
10/10/14	F/288/1415	Up to date list of companies and charities that have recently become liable for business rates from 28th September 2014 to 15th October 2014	Customer Service and Improvement (Revenues)	2	Yes given link to website
10/10/14	F/289/1415	Arrears for people not in receipt of a discount of 100% on their council tax as a result of either the changes in 2013 or 2014 broken down by registered carer/receipt of recorded disability-related benefits/war widow/widowers pension/war disablement pension	Revenues	7	Partially, some information exceeds appropriate limit
10/10/14	F/290/1415	Details on any commercial property that has a non active/closed business rate account and/or is listed as being in administration/liquidation that has a credit on the account	Customer Service and Improvement (Revenues)	2	Yes given link to website
13/10/14	F/291/1415	Dates required for a councillor's election to sit on Planning Committee and when elected chairman	Governance	18	Yes
14/10/14	F/292/1415	Amount received via precept for last financial year and amount put aside as a contingency fund for Parish and Town Councils	Finance	5	No information held
17/10/14	F/293/1415	Information on Leisure Services at the Arc, Clowne	Leisure	13	Partially, some information not held
13/10/14	F/294/1415	Update to organisational information	Customer Service and Improvement	5	Yes given link to website
15/10/14	F/295/1415	Updated information on external/3rd party hosting	ICT	5	Yes
13/10/14	F/296/1415	Information on qualified environmental health practitioners/officers who specialise in food hygiene and food safety work	Environmental Health (Commercial)	17	Partially, some information not held

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
22/10/14	F/297/1415	List of empty commercial and residential properties	Customer Service & Improvement (Revenues), Revenues	3	Partially some exempt Section 31(1) Law enforcement
23/10/14	F/298/1415	Number of road legal electric powered vehicles BDC currently owns, manages or leases and latest recorded population figure	Streetscene, Customer Service & Improvement	2	Yes
24/10/14	F/299/1415	Number of applications received whether unsuccessful or not under Community Right to Bid subsequent to the passage of the Localism Act 2011	Governance	2	Yes
24/10/14	F/300/1415	Number of public health funerals paid for in part or in full by council over past 10 years from 2004/5 to 2013/14	Environmental Health (Residential)	15	Yes given link to website and some information provided
27/10/14	F/301/1415	How much Morrison's have paid for Sherwood Lodge site, how many independent valuations were obtained. Does purchase price cover all other gains to purchaser. Any clauses in agreement with council which enable purchaser to reduce price paid and size of proposed store and carpark	Legal, Estates & Property, Planning	13	Yes
27/10/14	F/302/1415	Full and up to date list of charities and companies that have become liable for business rates between 12th and 31st October 2014	Customer Service & Improvement (Revenues)	1	Yes given link to website
27/10/14	F/303/1415	Interserve contract information in relation to asbestos management services	Estates & Property, Housing	5	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
28/10/14	F/304/1415	Number of people who currently have licenses to keep spiders under the Dangerous Wild Animals Act 1976	Environmental Health (Commercial)	14	No information held
28/10/14	F/305/1415	Information on structure of H/R & Payroll dept, what system they use and contact details of senior management	Human Resources & Payroll, Customer Service & Improvement	3	Yes
29/10/14	F/306/1415	Further questions in relation to F/284/1415 - the sale of Sherwood Lodge - vat status of the money paid and information on outstanding problems associated with transport and drainage matters	Legal, Planning	14	Yes
29/10/14	F/307/1415	Questions on private rented housing for EHO and Housing staff	Environmental Health (Residential), Housing	13	Partially, some information not held
30/10/14	F/308/1415	Questions relating to chairman of Planning Committee	Legal, Customer Service & Improvement (Communications), Human Resources & Payroll, Finance, Audit	12	Partially, some information not held
31/10/14	F/309/1415	Questions relating to number of right to buy homes and receipts for first quarter of 2012/13	Finance	13	Yes
03/11/14	F/310/1415	Wages and payscales for refuse collectors as employed by BDC and their agents	Streetscene, Customer Service & Improvement	13	Partially, some information on website, some not held
03/11/14	F/311/1415	Information on cost of stray dogs for 2014 if financial year runs January to December or 2013/14 if it runs April to March	Environmental Health (Commercial)	13	Partially, some information not held

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
03/11/14	F/312/1415	Details on procurement of lighting products for the authority	Estates & Property, Housing	15	Yes
05/11/14	F/313/1415	Information on people dying with no known next of kin from 01/06/14 to date	Customer Service & Improvement (Environmental Health)	1	Yes given link to website
05/11/14	F/314/1415	Information on IT server, storage, maintenance support contracts	ICT	13	Yes
06/11/14	F/315/1415	Live business rates accounts with rateable value greater than or equal to £5,000 plus list of empty commercial properties	Customer Service & Improvement (Revenues)	0	Yes given link to website
05/11/14	F/316/1415	Credits held for ratepayers in respect of Business Rates	Customer Service & Improvement (Revenues)	1	Yes given link to website
06/11/14	F/317/1415	Council use of Regulation of Investigatory Powers Act (RIPA)	Legal, Environmental Health (Commercial/Residential), Planning, Community Safety, Housing, Benefits	15	Partially, some information not held
10/11/14	F/318/1415	Spending Information for consultants, agency staff, street cleaning, children's services and child protection/safeguarding for 2010/11, 2011/12, 2012/13 and 2013/14	Finance	14	Partially, some information not held
10/11/14	F/319/1415	Ratepayer Names, Account Number, Current Balance for Amney Plc, Enterprise Plc	Revenues	10	No information held
06/11/14	F/320/1415	How many pauper burials did BDC pay for in years 2010/11, 2011/12, 2012/13, 2013/14 and cost to BDC	Customer Service & Improvement (Environmental Health)	4	Yes given link to website

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
10/11/14	F/321/1415	Travel expenses for various councillors for 2010/11, 2011/12, 2012/13, 2013/14 and why this information is not published	Human Resources & Payroll	17	Partially, some information not held
10/11/14	F/322/1415	Information on IT disposal company/contracts/security accreditations/disposal of equipment	ICT	16	Partially, some information not held
10/11/14	F/323/1415	Questions on means testing for social care costs and council tax support	Benefits	16	Partially, some information not held
10/11/14	F/324/1415	Up to date list of companies/charities that have become liable for business rates between 1st and 15th Nov 2014	Customer Service & Improvement (Revenues)	9	Yes given link to website
12/11/14	F/325/1415	Any details/reports on plans to build a monument or similar to celebrate council's success	Customer Service & Improvement, CEPT, Economic Development	14	No information held
13/11/14	F/326/1415	Details for Planning Policy and Development Control	Customer Service & Improvement	2	Yes
13/11/14	F/327/1415	ICT asset disposal and recycling	ICT	13	Partially, some information not held
13/11/14	F/328/1415	Information on staff/services to undertake work on healthy diet/reducing obesity/reducing drinking/reducing smoking	Leisure	13	Partially, some information not held
13/11/14	F/329/1415	Information on ex-offenders and B&B placements for 2009/10, 2011/12, 2012/13, 2013/14, 2014/15	Housing	13	No information held
13/11/14	F/330/1415	List of Hackney Carriage companies/ phone numbers/email addresses	Environmental Health (Licensing)	14	Partially, some information not held

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
14/11/14	F/331/1415	List of all commercial properties liable for business rates	Customer Service & Improvement (Revenues)	2	Yes given link to website
24/11/14	F/332/1415	What expenditure is incurred in addition to the obvious costs of stationary and postage for BDC to arrive at £48 cost charged to defendant in relation to Council Tax summonses.	Revenues	13	Yes
17/11/14	F/333/1415	Information on contractors whose contract is due to expire between 31st Jan and 31st July 2015	All departments	20	Partially, some information not held
17/11/14	F/334/1415	Council's budget for sport and fitness facilities, maintenance of parks and play areas, how many leisure centres and public swimming pools we own for 2011/12,2012/13 and 2013/14	Leisure	13	Yes
17/11/14	F/335/1415	Which Assessment Management Software is used within the council in regard to housing stock	Housing	16	Partially, some information not held
18/11/14	F/336/1415	Information in respect of masts and antennas/details of Mobile Operators Association Annual Rollout Plan for area	Planning	16	Yes
20/11/14	F/337/1415	Details of all Heads of Service and above to include name, job title, email address and direct telephone number plus organisation structure charts	Customer Service & Improvement	4	Yes
20/11/14	F/338/1415	Number of employees within organisation and number of sickness days taken for 2009,2010,2011,2012,2013,2014	Human Resources & Payroll	14	Partially some information not held
21/11/14	F/339/1415	Name and contact details of chairperson of committee that deals with dog breeding licensing	Governance	14	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
21/11/14	F/340/1415	List of business addresses with rateable values between £2,000 and £12,000 that are not in receipt of small business rate relief	Customer Service & Improvement (Revenues)	3	Yes given link to website
21/11/14	F/341/1415	Do we employ direct labour organisation for buildings maintenance/buildings outside social housing/highways/parks and grounds	Housing, Estates & Property, Streetscene	14	Partially, some information not held
21/11/14	F/342/1415	How many planning permissions for housing developments have been refused in past 2 years/appeals lost/appeal hearings and costs	Planning	14	Partially, some information not held
24/11/14	F/343/1415	Information in regard to conversion of offices (Use Class B1 (a) to residential accommodation (Use Class C3) under permitted development rights promulgated in May 2013 as a result of which express planning permission is no longer needed for such conversions	Planning	13	Yes
24/11/2014	F/344/1415	Pest control information for present and 2009/10 and 2013/14	Environmental Health (Residential), Human Resources & Payroll, Finance	16	Partially, some information not held
24/11/2014	F/345/1415	Information on Christmas cards sent out by leader of council and/or mayor	CEPT	13	Yes
24/11/2014	F/346/1415	Number of local authority commissioned refuge places for 2009/10, 2010/11, 2011/12, 2012/13 and 2013/14	Customer Service & Improvement (Housing)	3	No information held

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
25/11/2014	F/347/1415	Up to date list of companies/charities that have become liable for non domestic rates between 15th November to 30th November 2014	Customer Service & Improvement (Revenues)	2	Yes given link to website
26/11/2014	F/348/1415	Information on fleet management, vehicle leasing and maintenance contracts	Streetscene, Finance	14	Yes
26/11/2014	F/349/1415	Information on every open/live account regarding Business Rates	Customer Service & Improvement (Revenues)	3	Yes given link to website
26/11/2014	F/350/1415	Details of all non-domestic rate payers in receipt of small business rate relief	Customer Service & Improvement (Revenues)	3	Yes given link to website
27/11/2014	F/351/1415	How much is spent on insuring against terrorism	Finance	13	No information held
27/11/2014	F/352/1415	How many DWAA licences are currently issued in area and for what species	Environmental Health (Commercial)	13	Yes
28/11/2014	F/353/1415	List of all occupied business premises with rateable values up to £49,999	Customer Service & Improvement (Revenues)	2	Yes given link to website
28/11/2014	F/354/1415	Policy on maintenance teams taking home their work vans	Housing	15	Yes
28/11/2014	F/355/1415	Information required on dog fouling in Shirebrook	Environmental Health (Commercial), Community Safety	14	Yes
01/12/2014	F/356/1415	Information on council officers suspended due to allegations of gross misconduct between April 1 2010 and November 30 2014	Human Resources & Payroll	11	Partially, some information exempt Section 40 (2)Personal information requested by third party

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
02/12/2014	F/357/1415	Information on council tax arrears in relation to charging and bankruptcy orders for last five years	Revenues	11	Yes
02/12/2014	F/358/1415	Breakdown of credit balances accrued for all amounts owing to all incorporated companies	Customer Service & Improvement (Revenues)	2	Yes given link to website
02/12/2014	F/359/1415	Information on council owned carparks and their maintenance	Finance, Estates & Property	11	Partially some information not held
03/12/2014	F/360/1415	How much was spent on translating documents, web pages, leaflets and interpreters in 2011/12, 2012/13 and 2013/14	Customer Service & Improvement, Community Safety	10	Yes
04/12/2014	F/361/1415	Copy of act of law clearly defining charging former tenants lieu of notice charges, policy on how this should be communicated to former tenants, also who CEO is accountable to	Housing, Legal	18	Yes
04/12/2014	F/362/1415	What contracts are in place for senior/director level recruitment and when are they up for renewal	HR & Payroll	9	No information held
04/12/2014	F/363/1415	Any ratepayers in last 6 months who are currently involved in recovery action for unpaid business rates	Revenues	13	No exempt Section 43(2) Commercial Interests and Section 31(1) Law Enforcement
05/12/2014	F/364/1415	List of all commercial properties, rateable value and whether they are in receipt of relief	Customer Service & Improvement (Revenues)	3	Yes given link to website
05/12/2014	F/365/1415	Details of all animals requiring licensing under Dangerous Wild Animals Act 1976	Customer Service & Improvement (Environmental Health)	10	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
08/12/2014	F/366/1415	Debt collection practice specifically on council tax arrears and impact of council tax collection policies on children	Revenues, Benefits	9	Partially, some information not held
09/12/2014	F/367/1415	How many people hired on consultancy basis on a salary of £70,000 or more in last 12 months, how much is spent on agency staff and how many were made redundant who earned £70,000 or more	Human Resources & Payroll, Finance	15	Partially, some information not held
10/12/2014	F/368/1415	Do we outsource/purchase or use external recruitment or staffing services	Customer Service & Improvement (Human Resources & Payroll)	3	No information held
10/12/2014	F/369/1415	Number of hackney carriage drivers, hackney carriage vehicles, private hire drivers, private hire operators licences for 1 April 2008 to 1 April 2014 and number of new applications	Environmental Health (Licensing)	14	Yes
10/12/2014	F/370/1415	Information on how much official IL2 IL3 data as a percentage and total capacity of all data we hold is stored and have we recorded any DP breaches in last 12 months	ICT, Customer Service & Improvement	14	Partially, some information not held
11/12/2014	F/371/1415	Details of ratepayers in area and any relief they are receiving	Customer Service & Improvement (Revenues)	3	Yes given link to website
11/12/2014	F/372/1415	How much billed council tax was not collected by BDC in last fully reported year	Revenues	13	Yes
12/12/2014	F/373/1415	Information on people who have died with no next of kin being known at time of death from 01/09/14 to date	Customer Service & Improvement (Environmental Health)	3	Yes given link to website

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
16/12/2014	F/374/1415	All commercial properties currently not receiving any types of business rates relief	Customer Service & Improvement (Revenues)	2	Yes given link to website
17/12/2014	F/375/1415	Information on communications budget for 09/10, 10/11, 11/12, 12/13, 13/14 and 14/15, staff employed and investigations into suspected leaks of information	Customer Service & Improvement	17	Partially, some information not held
18/12/2014	F/376/1415	Information on Animal Welfare Law Enforcement and Inspections 2013	Environmental Health (Commercial)	9	Partially some information not held
18/12/2014	F/377/1415	Information on sanctuary scheme for 2009/10, 2010/11, 2011/12, 2012/13 and 2013/14	Customer Service & Improvement (Housing)	2	No information held
19/12/2014	F/378/1415	Software and/or hardware BDC uses for filtering/blocking/monitoring access to the internet for council staff and education users	ICT	8	Yes
19/12/2014	F/379/1415	Confirmation as to whether a provision for unlawful charging of LLC1 and Environmental Information fees has been agreed within our finances by BDC or is in the process of being agreed	Finance, Legal	8	Yes
24/12/2014	F/380/1415	How many people in total were registered as homeless over last 4 years and how many were turned away	Housing	14	Yes
02/01/2015	F/381/1415	Information on surveillance, when last time we were inspected by Office of Surveillance	Legal	10	Partially, some information not held
02/01/2015	F/382/1415	Information regarding public health funerals.	Environmental Health (Residential)	15	Partially, some information not held
05/01/2015	F/383/1415	Information concerning Sherwood Lodge payment and development	Legal, Planning	11	Yes

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
02/01/2015	F/384/1415	Information in relation to private sector dwellings and complaints	Housing, Environmental Health (Residential), Revenues	16	Partially, some information not held
05/01/2015	F/385/1415	Council procedure for external litter bins.	Streetscene	10	Partially, some information not held
05/01/2015	F/386/1415	Information about Council Tax Support Scheme 2015/16	Benefits	11	Yes
05/01/2015	F/387/1415	Information about garages available for rent or owned by the local authority in 2015 and 2010.	Housing	15	Partially, some information not held
05/01/2015	F/388/1415	Information regarding compliance with PCI DSS standard to secure credit card data.	Customer Service & Improvement, Finance	16	Partially, some information not held
05/01/2015	F/389/1415	Copies of food testing certificates carried out on behalf of authority in 2014 calendar year.	Environmental Health	16	No information held
07/01/2015	F/390/1415	Information on the effectiveness of local authorities' enforcement activities in the private rented sectors.	Environmental Health	14	Partially, some information not held
07/01/2015	F/391/1415	Copy of local authority's assets register for buildings and land and the total number of works of art owned by local authority.	Customer Service & Improvement, Estates & Property, Economic Development, Leisure, Finance, CEPT	14	Yes
07/01/2015	F/392/1415	Council spending on temporary accommodation (including bed and breakfast) from 2009/10 to present and information on homeless households	Housing	17	Yes
08/01/2015	F/393/1415	Information on authority's target for voter registration for 2012, 2013, 2014 and 2015	Governance	16	Partially, some information not held

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Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
08/01/2015	F/394/1415	Information on Dangerous Wild Animals Licences and how many have been issued in last 10 years	Environmental Health (Commercial)	16	Yes
08/01/2015	F/395/1415	Information on how many street trees were cut down, why they were cut and any replacement trees between 1st January 2006 and the end of 2014	Streetscene	16	Yes
12/01/2015	F/396/1415	How much money is allocated to ICT spend for 2014/15 and 2015/16	ICT	15	Yes
12/01/2015	F/397/1415	Information on when Middle Street carpark will be converted to a Contact Centre	Legal, Estates & Property	16	Yes
02/01/2015	F/398/1415	Requested copy of information provided to us by an employee of requester in relation to one of their tenants who was allegedly evicted from their business unit	Revenues	10	Yes - with redaction of personal data
12/01/2015	F/399/1415	Information on key elements of ICT infrastructure	ICT	16	Yes
12/01/2015	F/400/1415	Council's key contacts for ICT	Customer Service & Improvement (ICT)	3	Yes - given website details
12/01/2015	F/401/1415	Information about children and young people from outside EU who are subject to immigration control but have not claimed asylum	Housing	16	No information held - DCC remit
12/01/2015	F/402/1415	Information on children and young people from within the EU who are not British and cared for by authority	Housing	16	No information held - DCC remit
13/01/2015	F/403/1415	List of all commercial properties who are receiving relief and who have a credit on their account	Customer Service & Improvement (Revenues)	3	Yes - given website details

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
13/01/2015	F/404/1415	Information on contract management including building, technical, maintenance.	Finance	14	Partially, given website details, Section 12 exceeds ceiling cost, some information not held
14/01/2015	F/405/1415	Information on non-domestic rates (rate relief etc)	Customer Service & Improvement (Revenues)	3	Yes - given website details
15/01/2015	F/406/1415	Information on ICT software licences	ICT	14	Yes
15/01/2015	F/407/1415	Breakdown of credit balances accrued for all amounts owing to all incorporated companies	Customer Service & Improvement (Revenues)	3	Yes - given website details
15/01/2015	F/408/1415	Information on planning appeal costs awards between 2010 and 2015	Planning	15	Yes
19/01/2015	F/409/1415	Council training information, suppliers, spend etc	Human Resources & Payroll	18	Yes
19/01/2015	F/410/1415	Information on Housing Department's Annual Accounts and Business Plan	Finance, Housing	18	Yes
20/01/2015	F/411/1415	Information on spend on Xmas parties for last 3 years	Customer Service & Improvement	1	No information held
20/01/2015	F/412/1415	How many employees we have and how many receive above or equal to Living Wage and how many are male and female	Human Resources & Payroll	12	Yes
20/01/2015	F/413/1415	Questions in relation to Disabled Facilities Grant for 2011/12, 2012/13 and 2014/14	Environmental Health (Residential)	12	Yes

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
20/01/2015	F/414/1415	Upto date project directory and list of sub-contractors, suppliers and consultants of all companies involved in the Office and Police Station building, Middle Street Car Park, Cotton Street, Bolsover	Estates & Property, Planning	12	Yes
20/01/2015	F/415/1415	Information on public health funerals for earlier dates other than what is published on website	Environmental Health (Residential)	17	Partially, some information not held
21/01/2015	F/416/1415	Itemised monthly breakdown of all spending on councils' credit card from January 1st 2014 to December 31st 2014 and details of expense claims relating to travel for same period	Finance, Human Resources & Payroll	13	Partially, redacted documents and some exempt under Section 12 exceeds ceiling cost
23/01/2015	F/417/1415	Information on how much council tax CEO pays	Customer Service & Improvement	1	No information held
22/01/2015	F/418/1415	Information on foster families spare room subsidy/bedroom tax	Revenues, Benefits	17	No information held
22/01/2015	F/419/1415	Information on interim staff or consultants working for authority in last 18 months, companies/agencies used, framework agreements in place and procedure for commissioning	All departments	18	Yes
23/01/2015	F/420/1415	Questions on ICT and the costs attached to it	ICT	17	Yes
26/01/2015	F/421/1415	Questions on registered businesses within our authority and whether we provide a commercial waste/recycling collection service	Streetscene, Legal	19	Partially some exempt under Section 43(2) Commercial Interests

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
26/01/2015	F/422/1415	Information on swimming facility contracts	Leisure	19	No information held
27/01/2015	F/423/1415	Information on Roundabout Sponsorship Scheme	Streetscene	18	Partially some information not held
28/01/2015	F/424/1415	Information on staff identification products and services	Customer Service & Improvement (Governance)	3	Yes
28/01/2015	F/425/1415	Information on New Homes Bonus money that has been allocated and spent for 11/12, 12/13, 14/14 and 14/15	Finance	17	Partially, some information not held
27/01/2015	F/426/1415	Full list of companies, LTD or PLC that have become responsible for business rates between 12th January to 31st January 2015	Customer Service & Improvement (Revenues)	3	Yes
29/01/2015	F/427/1415	Training spend on ICT for staff	ICT	16	Yes
29/01/2015	F/428/1415	Information on Housing Completions from Jan 2014 to Dec 2014. Affordable Housing completions and confirmation of allowance that BDC has made for Custom Build in latest Strategic Housing Market Assessment	Economic Development (Housing Strategy)	17	Partially, some information not held
30/01/2015	F/429/1415	Information in respect of non domestic rate payers	Customer Service & Improvement (Revenues)	2	Yes - given website details
30/01/2015	F/430/1415	Up to date list of businesses that have recently become liable for business rates between 15th Jan 2015 and 31st Jan 2015	Customer Service & Improvement (Revenues)	2	Yes - given website details

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
30/01/2015	F/431/1415	Information on people dying with no known next of kin from 01/09/2014 to date	Customer Service & Improvement (Environmental Health - Residential)	15	Yes - given website details
02/02/2015	F/432/1415	Copies of appellants notice, particulars of claim, court orders and amount paid to solicitor and barrister involved in relation to council tax cases between BDC and four other companies	Revenues	19	Partially, some information not held, plus given website details
02/02/2015	F/433/1415	Do BDC employ common purpose people and do the people pay for that	Customer Service & Improvement	3	No information held
03/02/2015	F/434/1415	ICT questions on back up of data	ICT	14	Yes
03/02/2015	F/435/1415	Information on Service Support Contracts for Warden Call systems, dispersed alarms and central control systems	Housing	18	Yes
04/02/2015	F/436/1415	Information on renewable energy purchases	Estates & Property	17	No information held
30/01/2015	F/437/1415	Information on New Homes bonus payments received since 2010/11, homes completed, sold under right to buy, given planning consent, how many on waiting list and who have been impacted by bedroom tax	Finance, Housing, Planning, Benefits	16	Partially, some information not held
05/02/2015	F/438/1415	Information relating to Morrison's development - whether BDC has a 106 agreement with developer, fixed date for completion, has BDC received monies	Planning, Legal, Estates & Property	13	Yes
06/02/2015	F/439/1415	A list of all live business rates accounts with a 2010 list Rateable Value greater than or equal to £5,000	Customer Service & Improvement (Revenues)	2	Yes - given website details

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
06/02/2015	F/440/1415	Information on Section 106 agreements in relation to affordable housing	Planning	15	Yes
09/02/2015	F/441/1415	Information on council facilities for accepting payments by credit and debit cards	Finance	13	Partially some information not held
09/02/2015	F/442/1415	Information on stray dogs from 1st October 2013 to 31st December 2014	Environmental Health - (Commercial)	14	Yes
09/02/2015	F/443/1415	Information on specific ICT contracts for Server Hardware Maintenance, Server Virtualisation License and Maintenance and Storage Area Network Maintenance/Support	ICT	14	Yes
10/02/2015	F/444/1415	Information on deaths we have sent to Treasury solicitor from December 2014	Customer Service & Improvement (Environmental Health - Residential)	2	Yes - given website details
11/02/2015	F/445/1415	Information on issuing of parking tickets for 2014	Customer Service & Improvement	1	No information held
11/02/2015	F/446/1415	Information relating to planning appeals from 2010/11 to 2013/14	Planning, Finance	14	Partially, some information not held
11/02/2015	F/447/1415	Number of councillors registered as landlords and breakdown by political party	Governance	16	No information held
11/02/2015	F/448/1415	Total budget spend on Domestic Violence/Sexual Violence issues for 2010 to date	Finance	16	Yes
12/02/2015	F/449/1415	Contact details for Finance and Procurement	Customer Service & Improvement	3	Yes

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
12/02/2015	F/450/1415	Information relating to web streaming services provided by Public-i	ICT	15	No information held
12/02/2015	F/451/1415	Information on the Senior/Corporate Management team	Human Resources & Payroll	15	Yes
13/02/2015	F/452/1415	Information on garden waste bins income, cost of service for 2009/10, 2010/11, 2011/12, 2012/13 and 2013/14	Streetscene, Revenues	14	Yes
13/02/2015	F/453/1415	Number of rough sleepers in area per quarter for each year from 2010 to most recent quarter and number of most recent homelessness applications for same period	Housing	14	Yes
16/02/2015	F/454/1415	Up to date list of businesses that have recently become liable for business rates between 01/02/15 - 15/02/15	Customer Service & Improvement (Revenues)	3	Yes - given website details
16/02/2015	F/455/1415	Information on G-Cloud IT framework	ICT	17	Yes
17/02/2015	F/456/1415	Information on sheltered accommodation in relation to care for the elderly (those aged 65 and above)	Finance, Housing	15	Partially, some information not held
17/02/2015	F/457/1415	List of addresses of all houses in Multiple Occupation licensed by the council	Environmental Health - (Residential)	15	Yes
17/02/2015	F/458/1415	Amount spent on external legal advice each year since 2010 and annual salary of chief legal officer since 2010	Customer Service & Improvement, Legal, Human Resources & Payroll	19	Yes
17/02/2015	F/459/1415	Amount spent on personal injury claims in each year since 2010 including legal costs and settlements	Finance	15	Yes

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
17/02/2015	F/460/1415	How are non-domestic rates being levied for Sherwood Lodge	Revenues	15	Yes
18/02/2015	F/461/1415	How many prosecutions for dog fouling have been made in the Pinxton area over the previous year	Environmental Health - (Commercial)	14	Yes
18/02/2015	F/462/1415	Information on refuse disposal trucks and crews	Streetscene	15	Yes
18/02/2015	F/463/1415	Are we running any Graduate schemes or internships	Human Resources & Payroll	15	Yes
19/02/2015	F/464/1415	Breakdown of hardware maintenance and costs relevant to IT	ICT	16	Yes
19/02/2015	F/465/1415	List of all companies paying business rates on more than one business rates assessment	Customer Service & Improvement (Revenues)	3	Yes - given website details
20/02/2015	F/466/1415	Information on BDC's involvement with ID verification systems	Environmental Health - (Licensing)	15	No information held
20/02/2015	F/467/1415	Amount of total housing benefits paid to their tenants for each of the top 20 in that year	Benefits	16	Yes
20/02/2015	F/468/1415	Information relating to liability orders which have been granted in respect of Business Rates for the 2014/15 year	Revenues	16	No exempt Section 43(2) Commercial Interests
20/02/2015	F/469/1415	Payments made to celebrities or famous personalities in the last year	Customer Service & Improvement (Communications), Economic Development	16	Yes
23/02/2015	F/470/1415	Information on lines, minutes, broadband and WAN	ICT, Finance, Estates & Property	17	Yes

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
23/02/2015	F/471/1415	Information on the selling of data	Customer Service & Improvement, Governance	15	Yes
23/02/2015	F/472/1415	Housing Completions for April 2013 to March 2014	Economic Development (Housing Strategy), Planning, Revenues	15	Partially, some information not held
24/02/2015	F/473/1415	Information in relation to parking fines	Customer Service & Improvement	3	No information held
24/02/2015	F/474/1415	Information in relation to spend on roadside litter/fly tipping for last 3 financial years	Streetscene, Environmental Health (Commercial)	14	Yes
24/02/2015	F/475/1415	Data required on staff	Human Resources & Payroll	14	Partially, some information not held
24/02/2015	F/476/1415	Information on Affordable Housing including Section 106 agreements	Planning, Housing Strategy	14	Partially, some information not held
25/02/2015	F/477/1415	Information on two people listed on the war memorial at Clowne	Customer Service & Improvement	3	No information held but given contact details for parish council and war memorial trust
26/02/2015	F/478/1415	Job titles of all senior officers who work from home in this country, work from home abroad, list a foreign address as their home correspondence address, number of staff allowed to telecommute for all or part of their working hours	Customer Service & Improvement	3	No information held

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
02/03/2015	F/479/1415	Questions in relation to the purchase of ICT technical training or any other training by any other departments with QA training from 1st Feb 2015	ICT, Finance, HR & Payroll	12	No information held
02/03/2015	F/480/1415	Information on postal services	Governance, Finance	16	Yes
02/03/2015	F/481/1415	Information on man hours for processing either at a computer or gathering/checking information, processes outsourced to third party, decision maker for budget	Customer Service & Improvement	3	No information held
03/03/2015	F/482/1415	Information relating to compliance with Equality Act 2010 Specific Duties Regulations, declaring a disability, staff retention	Customer Service & Improvement, Human Resources & Payroll	15	Yes
03/03/2015	F/483/1415	Up to date project directory and list of sub contractors, suppliers and consultants involved in Office and Police station building	Customer Service & Improvement (Estates & Property)	3	Yes
03/03/2015	F/484/1415	Information on on-line voter registration, annual canvass and individual electoral registration	Governance	15	Yes
05/03/2015	F/485/1415	Information on Whitwell and Elmton with Creswell councillors on allowances/attendance and expenses	CEPT, Governance, Human Resources & Payroll	14	Partially, some information exempt under Section 22 (Future Publication)
05/03/2015	F/486/1415	List of addresses and rateable values of commercial properties with a rv above £2,000 and below £50,000 who are eligible but not receiving rate relief	Customer Service & Improvement (Revenues)	3	Yes - given website details
05/03/2015	F/487/1415	Has BDC used any external recruitment agencies to hire for permanent or contract roles	Customer Service & Improvement, Finance	15	Partially, some information not held

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
06/03/2015	F/488/1415	Domestic abuse and cost models	Community Safety	14	Partially, some information not held
06/03/2015	F/489/1415	Information on people dying with no known next of kin from 01/11/2014 to date	Customer Service & Improvement (Environmental Health Residential)	3	Yes - given website details
09/03/2015	F/490/1415	Information on voting in our borough in the general election	Governance (Elections)	13	Partially, some information not held
11/03/2015	F/491/1415	Complaints and fixed penalty notices in relation to dog fouling from 2010/11	Environmental Health (Commercial)	14	Yes
12/03/2015	F/492/1415	Information relating to car parks/ operation/management/enforcement/revenue	Legal, Customer Service & Improvement	13	Yes
13/03/2015	F/493/1415	Up to date list of businesses and companies that have become responsible for paying business rates between 1st March to 15th March 2015	Customer Service & Improvement (Revenues)	3	Yes - given website details
16/03/2015	F/494/1415	Have BDC currently or in the past banned journals being done remotely or out of hours	Finance	17	No information held
17/03/2015	F/495/1415	Various questions on parks and green spaces	Leisure, Estates & Property, Streetscene, Finance	19	Partially, some information not held
17/03/2015	F/496/1415	Addresses and rateable values of commercial properties within area that are in arrears with Non Domestic Rates payments	Revenues	16	No exempt under Section 43(2) Commercial Interest
17/03/2015	F/497/1415	Information on the costs of cremation	Customer Service & Improvement	1	No information held

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
18/03/2015	F/498/1415	Information relating to Primate Licensing as of 25th February 2015	Environmental Health (Commercial)	18	Partially, some information not held, some redacted
18/03/2015	F/499/1415	Information on procurement training	Customer Service & Improvement	3	No information held
19/03/2015	F/500/1415	Number of CCTV cameras in district and their monitoring	Community Safety	15	Yes
19/03/2015	F/501/1415	Information on Sports Direct Shirebrook, size, business rates, plans for Brook Park site, regeneration and development, unemployment statistics since Shirebrook Colliery closed	Planning, Revenues, Estates & Property, CEPT	17	Partially, some information not held
19/03/2015	F/502/1415	Information on procurement tool and management - e-procurement/e-tendering system	Finance	16	Yes
19/03/2015	F/503/1415	Information on Revenue and Benefits processing	Revenues, Benefits	16	Partially, some information not held
20/03/2015	F/504/1415	Number of council workers who have been formally disciplined in each of last five financial years	Human Resources & Payroll	19	Yes
20/03/2015	F/505/1415	List of all closed/ended council tax accounts with closed balances from 1993 or earliest records to 2015 where liable party is deceased	Revenues	15	Yes
23/03/2015	F/506/1415	Information on people aged 16-24 housed under the Housing Act 1996	Housing	16	Partially, some not held
23/03/2015	F/507/1415	Information on bandstands	Leisure	14	No information held

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
23/03/2015	F/508/1415	Information on bailiff code of conduct/ service level agreement/appointed bailiffs for various services/contract details	Revenues	17	Partially, some exempt - Commercial Interests and Law Enforcement (collection of taxes)
24/03/2015	F/509/1415	Information on council's waste containers	Streetscene	15	Yes
24/03/2015	F/510/1415	Information in relation to AoCV (Assets of Community Value) all nomination forms	Governance	13	Partially, with redactions
24/03/2015	F/511/1415	Information in addition to what is on the website for public health funerals	Environmental Health (Residential)	14	Partially, some information not held
24/03/2015	F/512/1415	Various questions on homelessness (rough sleepers) in 2013, 2014 and 2015	Housing	15	Partially, some not held
24/03/2015	F/513/1415	Details of any deceased persons BDC have dealt with who have no known next of kin since Feb 2015	Customer Service & Improvement (Environmental Health)	3	Yes - given website details
25/03/2015	F/514/1415	Total number of properties that were granted retail rate relief for 2015/16 period	Customer Service & Improvement (Revenues)	2	Yes - given website details
25/03/2015	F/515/1415	Information on DBS (Disclosure Barring Service)	Human Resources & Payroll	15	Yes
25/03/2015	F/516/1415	Information relating to construction procurement activities over the past 12 months	Estates & Property	13	Yes
26/03/2015	F/517/1415	Information in relation to business rates for the Caravan Site, Mansfield Road, Scarcliffe	Revenues	14	Yes
26/03/2015	F/518/1415	Amount spent on litigation, lawsuits settled, bought, funded by third parties for 2008/09 and 2013/14	Legal	14	No –Section 12 exceeds cost limit

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
26/03/2015	F/519/1415	Information on FOI requests considered vexatious that resulted in us not providing information	Customer Service & Improvement	3	No information held
26/03/2015	F/520/1415	Any contract between BDC and enforcement companies with all names. Does the company BDC employ pass on or sell on the warrants to other companies	Revenues, Housing	17	Yes
27/03/2015	F/521/1415	How much was spent on First Class Travel for councillors and officers in last financial year	Human Resources & Payroll	13	Yes
27/03/2015	F/522/1415	Expenditure on computer software used for Bacs payment processing and Direct Debit collection for 2013/14 and 2014/15	Finance, ICT	13	Yes
27/03/2015	F/523/1415	Details on enforcement checks/inspections BDC carried out at Sports Direct Warehouse Shirebrook	Environmental Health (Commercial), Economic Development, Planning, CEPT	16	Yes
27/03/2015	F/524/1415	Which business rates computer system BDC uses and how long it takes to compile credit list and remove ratepayers who are exempt under Section 40 of FOIA	Revenues	13	Yes
30/03/2015	F/525/1415	How large in hectares is administrative area of BDC, total budget/expenditure/spend on environmental services for 2009/10, 2010/11, 2011/12, 2012/13 and 2013/14	Planning, Finance, Streetscene	15	Partially, some not held
30/03/2015	F/526/1415	Information on health checks and lifestyle services for local health economy	Leisure	15	Partially, some not held
30/03/2015	F/527/1415	Names and email addresses for Head of Communications/Legal/Social Media Manager	Customer Service & Improvement	2	Yes

Table C: Freedom of Information Requests Summary October to March 2015

Date Received	Reference	Summary of Request	Departments Request Sent To	No of work days	Information released
31/03/2015	F/528/1415	Up to date list for businesses that have become liable for business rates between 14/03/15 to 31/03/15	Customer Service & Improvement (Revenues)	2	Yes - given website details
31/03/2015	F/529/1415	Follow up to F/460 in relation to Sherwood Lodge information on the sums of money being obtained by way of both domestic and non domestic rates	Revenues	16	Yes

**Table D: Environmental Information Regulations Requests Summary
October to March 2015**

Date Received	Reference	Summary of Request	Departments Sent To	No of work days	Information released
27/11/14	E/55/1415	Details of any addresses that are covered by an Article 4 Direction Order plus list of locally listed heritage assets. Also information on contaminated land notices	Planning, Environmental Health(Commercial)	13	Partially, some information not held
22/12/14	E/61/1415	Any information held in relation to the Blackwell Hotel junction of Primrose Hill/Alfreton Road Blackwell	Planning	16	Partially, website details given and some information not held
10/02/15	E/75/1415	Information on Sherwood Lodge sale in relation to plan of perimeter area conveyed together with plans of all parcels of land and proof of title	Planning, Legal	14	Partially some information not held
26/02/15	E/81/1415	List of planning applications for all sizes of wind turbine/windfarm and solar planning applications	Planning	14	Partially, some information not held
06/03/15	E/84/1415	Electronic copy of the full and complete Landslide Hazard Survey 1998 relating to Landslip in Bolsover	Planning	14	Yes
12/03/15	E/85/1415	In relation to Hazard survey/landslip in Bolsover (E/84/1415) GEN 7 in Bolsover District Plan, Bolsover Landslide Zoning Map when documents were first published, whether statutory	Planning	13	Yes
13/03/15	E/87/1415	In relation to Hazard survey/landslip Bolsover (E/84 and 85) all records or notes in relation to any walkover survey conducted on the site of 82 New Station Road since 19th August 1997 in relation to landslip in the area prior to this date	Planning	13	No information held

**Table D: Environmental Information Regulations Requests Summary
October to March 2015**

Date Received	Reference	Summary of Request	Departments Sent To	No of work days	Information released
16/03/15	E/88/1415	Set of original plans/notes/minutes/building regulations/completion certificate submitted for property called Larondine built on Oxcroft Lane Bolsover S44 6DW	Planning, BCN	16	Partially, some information not held
30/03/15	E/94/1415	Copies of all correspondence between BDC and Richard Oddie relating to land owned by Richard Oddie and now subject to planning application	Planning	15	Yes