



Ministry  
of Justice



# **Freedom of Information Statistics: Implementation in Central Government**

## **April – June 2014**

Ministry of Justice  
Statistics bulletin

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## Executive summary

*The Freedom of Information Act 2000 allows individuals to request information from public bodies. This bulletin presents statistics on its use in 41 central government bodies – 21 Departments of State and 20 ‘other monitored bodies’ – and covers the second quarter of 2014 (April - June).*

### **Number of requests [see Tables A1 & A2]**

In the second quarter of 2014, monitored central government bodies received 11,689 non-routine Freedom of Information (FOI) requests. This is 1,975 (14%) fewer than the number received in Q1 2014, and 979 (8%) fewer requests than in Q2 2013.

Between Q2 2006 and Q2 2014 the number of FOI requests recorded by monitored bodies increased by 47%, although the number of monitored bodies remaining fairly constant. The increase has been driven by requests to Departments of State.

### **Timeliness of response to requests [see Tables A3 & A4]**

91% of requests received during Q1 2014 received a response within the statutory deadline or were responded to within a permitted deadline extension. This is 1 percentage point lower than the previous quarter, but a rise of 2 percentage points since Q2 2013. Across all monitored bodies in Q2 of 2014 between 72 and 100% of requests received a response ‘on time’.

### **Initial outcomes of requests [see Tables A5 & A6]**

Of all requests received during Q2 2014 where it was possible to make a substantive decision on whether to release the information being sought (‘resolvable requests’, of which there were 8,603), 50% were granted in full and 31% were withheld in full. The remainder were either granted in part or a response had not yet been provided by the time of this bulletin.

The percentage of resolvable requests granted in full has fallen by 3% compared to Q2 2013, and decreased 1% from Q1 2014.

### **Exemptions and exceptions [see Table A7]**

In Q2 2014, one or more exemptions or exceptions were applied to 2,542 requests, which is 30% of all resolvable requests. The most common exemption, as in previous quarters, was section 40 (personal data). Section 40 was used in 45% of exempt requests.

### **Section 21 [See Table A8]**

There were 604 Section 21 exemptions used (where a Section 21 was the only exemption used in a response) in Q2 2014. 94% of these were provided within the 20-day deadline.

## Introduction

The Freedom of Information Act 2000 (FOI Act) and the associated Environmental Information Regulations 2004 (EIRs) came fully into force on 1 January 2005. This bulletin presents statistics on their implementation within central government for the quarterly period April to June 2014 (with tables in Annex A covering the period from Q2 2012 until Q2 2014).

The previous quarterly and annual bulletins, together covering the period from January 2005 to March 2014, are available via the links on the following pages of the Gov.uk and National Archives websites:

[www.gov.uk/government/organisations/ministry-of-justice/series/government-Fol-statistics](http://www.gov.uk/government/organisations/ministry-of-justice/series/government-Fol-statistics) (for 2010-2014);

<http://webarchive.nationalarchives.gov.uk/+http://www.justice.gov.uk/publications/freedomofinformationquarterly-archive.htm> (for 2006-2009);

<http://webarchive.nationalarchives.gov.uk/+http://www.dca.gov.uk/Fol/reference/statisticsAndReports.htm> (for 2005 - 2007).

The statistics in this bulletin relate to the handling of written requests for information received by monitored bodies during the relevant time period. Further definitions of these requests can be found in Annex B<sup>1</sup>, which defines the information that is in scope of these statistics. This bulletin also includes requests for information that is already reasonably accessible to the applicant by other means, which are exempted under Section 21 of the FOI Act. The total number of 'routine' information requests is not known; therefore, figures in this publication should be considered a lower bound for all information requests received by the monitored bodies.

This bulletin presents monitoring statistics for a total of 41 central government bodies, which includes all major departments of state. Over 100,000 bodies are subject to the FOI Act<sup>2</sup> and a substantial number of FOI requests are sent to those which are non-monitored. The trends that apply to monitored central government bodies cannot be assumed to apply universally.

More information regarding EIRs is available at [www.gov.uk/government/publications/guidance-on-Folaeirs](http://www.gov.uk/government/publications/guidance-on-Folaeirs).

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<sup>1</sup> Or via: [www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/262792/25section2.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/262792/25section2.pdf)

<sup>2</sup> [www.publications.parliament.uk/pa/cm200506/cmhansrd/vo060725/text/60725w0081.htm#06072811011026](http://www.publications.parliament.uk/pa/cm200506/cmhansrd/vo060725/text/60725w0081.htm#06072811011026)

## Departmental changes

Please refer to Annex C for a full list of monitored bodies<sup>3</sup>. It details departmental changes since Q2 2012 and the inclusion and exclusion of subordinate agencies.

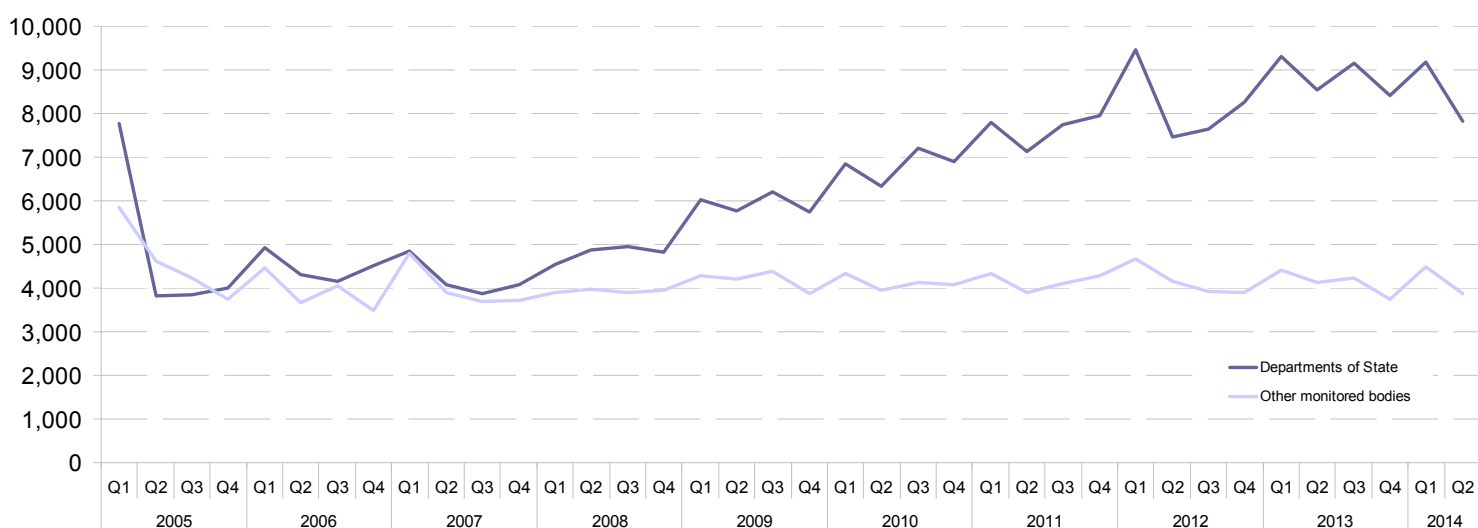
## Analysis and Commentary

### **Number of requests** [see Tables A1 & A2]

In April to June (Q2) 2014 the monitored central government bodies received a total of 11,689 non-routine FOI (Freedom of Information Act) requests. This is 1,975 (14%) fewer than the number received in Q1 2014, and 979 fewer requests than were received in Q2 2013.

Figure 1 shows that following an upwards trend since 2006, the number of requests has remained fairly stable over the past year and a half, despite considerable quarter-on-quarter variation. This follows the initial surge in requests in 2005, when the FOI Act was first introduced.

**Figure 1: Number of requests received since the FOI Act's introduction in January 2005**



<sup>3</sup> The statistics reflect the management and implementation of the FOI Act by each monitored body and comparisons between departments can be made on this basis. There could be a degree of inconsistency in the way in which bodies have interpreted and applied the definition of an “information request” for monitoring purposes – please see Annex B for further information.

Figure 1 illustrates that the increase in requests over the past 6 years has been driven by an increase in those received by Departments of State. These reported receiving a total of 7,811 information requests in Q2 2014, 15% less than Q1 2014, and 9% less compared with Q2 2013. Other monitored bodies reported having received 3,878 requests, a decrease of 14% from Q1 2014 and a fall of 6% from Q2 2013.

Departments of State accounted for 67% of all requests received by monitored bodies in Q2 of 2014. This is a fall of 1 percentage point since Q2 2013 but a rise of 13 percentage points since Q2 2006 (54%).

This is the fourth consecutive year where the number of requests has fallen between Q1 and Q2. The Departments of State that reported the biggest falls in requests compared to Q2 2013 were:

- The Department for Work and Pensions, by 291 requests (a 21% decrease);
- HM Treasury, by 240 requests (a 35% decrease);
- Home Office, by 143 requests (a 16% decrease).

However, of the Departments of State, there were still some bodies that reported having received over 1,000 requests in Q2 2014. These were:

- The Ministry of Justice – 1,133;
- The Department for Work and Pensions – 1,065.

Among other monitored bodies, the Health and Safety Executive reported having received 1,246 requests during Q2, while the National Archives received 830. These two bodies combined account for 54% of all requests received by all the other monitored bodies. Therefore, the trends for the other monitored bodies group as a whole are heavily dependant on the trends for these two particular bodies.

The Health and Safety Executive is the only monitored body to have received more than 1,000 requests during each quarter since the Act was implemented. This is partly due to the nature of requests it receives: a large percentage are from solicitors representing an injured party, seeking disclosure of information collected during an investigation of a workplace incident.

### *Environmental Information Regulations*

Monitoring statistics also show the number of non-routine information requests that fell fully or mostly under the Environmental Information Regulations (EIRs). There were 486 such requests during the second quarter of 2014, accounting for 4% of all requests received. The number of requests handled under EIR is down 13% on the previous quarter, but up 10% from Q2 2013.

## **Timeliness of response to requests** [see Tables A3 & A4]

The FOI Act requires public bodies to respond to written requests for information within 20 working days of receipt (the standard deadline)<sup>4</sup>. In limited circumstances, additional time is allowed for the consideration of public interest. Requests answered within this extended time period are classed as “in time”. These timeliness statistics give a measure of how well monitored bodies are complying with the Act.

Across all monitored bodies, 87% of requests received during Q2 of 2014 were sent a response within the 20 (or 30 for the National Archives) working day deadline – this is a fall of 1 percentage point since Q1 2014, but an increase of 2 percentage points from Q2 2013. In Q2 2014, 91% of the requests received were handled ‘in time’, in that they either received a response within the standard deadline or were subject to a permitted deadline extension. This is a fall of 1 percentage point from the previous quarter and a rise of 2 percentage points compared to Q2 2013.

A comparison between all monitored bodies showed that between 64% and 100% of requests received during Q2 of 2014 were responded to within the 20-day deadline, and between 72% and 100% of requests received in the same period, were responded to ‘in time’.

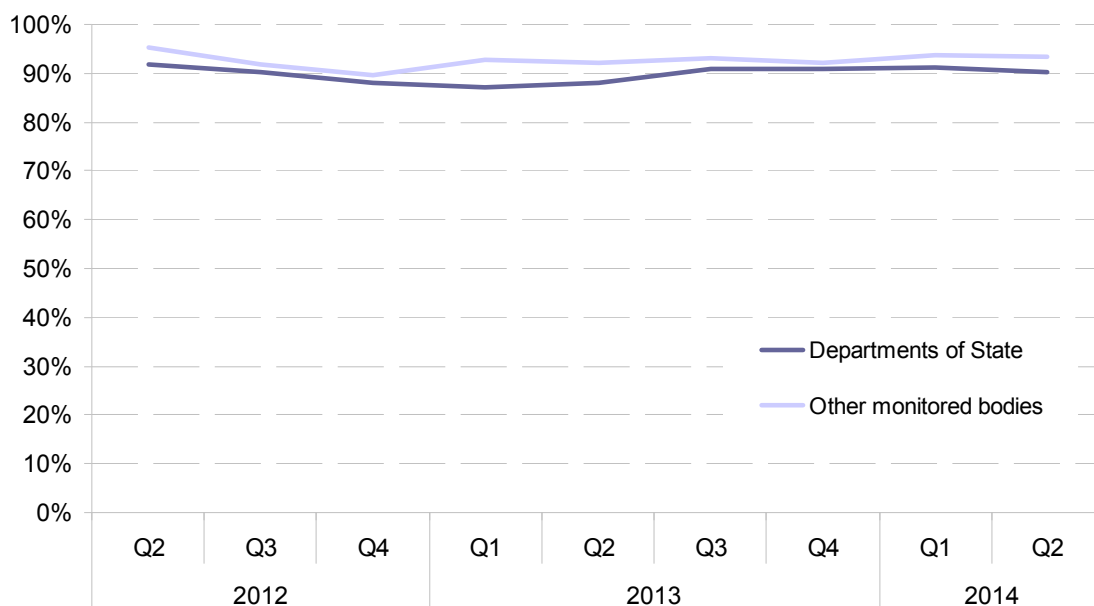
Figure 2 shows that despite the rise in requests, average<sup>5</sup> timeliness (i.e. answering requests ‘in time’) for monitored bodies has been at least 89% for the last two years. It also illustrates that other monitored bodies are, on average, marginally timelier than Departments of State.

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<sup>4</sup> A 30 working deadline applies where requests relate wholly or partly to information transferred to the National Archives. They have therefore provided response timeliness information on this basis.

<sup>5</sup> Based on the mean

**Figure 2: Percentage of FOI requests replied to 'in time' by Departments of State and other monitored bodies by quarter from Q2 2012**



### Initial outcomes of requests [see Tables A5 & A6]

It may not be possible for a monitored body to resolve a request in full if the information sought is not held, further information is needed to be able to answer a request, or because a fee has been requested but has not been paid. Of the 11,689 requests reported during Q2 of 2014 across all monitored bodies, just over 3,000 were not resolvable, as follows:

- 54 were 'on hold' awaiting a fee payment;
- 2,280 requests sought information that was not held;
- 752 were responded to with 'advice and assistance' because the body handling the request needed further information<sup>6</sup> in order to identify these details being sought. If the requester provided appropriate information, the request is considered resolvable. Alternatively, if further information is needed to answer the request, and the requester has not provided any more detail, the public body will not be able to proceed with answering the request.

<sup>6</sup> Such as: to clarify unclear requests; to help to provide the information requested in an acceptable format; or when a request is transferred to another public authority



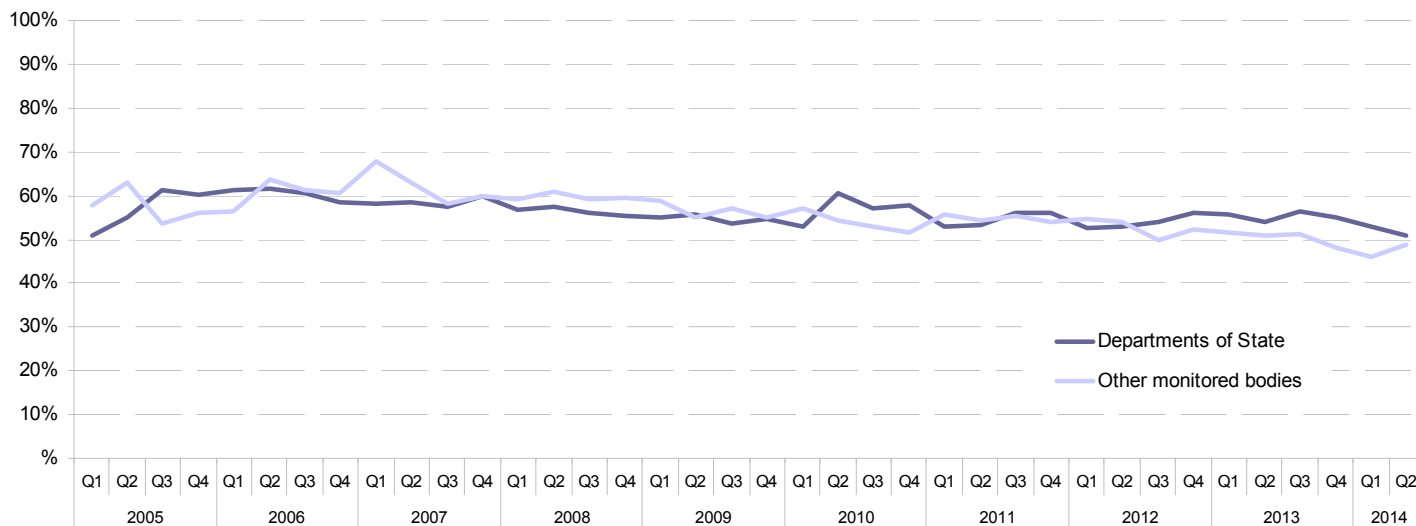
As a result, the remaining 8,603 (74%) requests were assumed to be 'resolvable', in that it would have been possible to give a substantive decision on whether to release the information being sought.

Of the 'resolvable' requests received during Q2 of 2014:

- 50% (4,307) were granted in full, down from 53% (5,016) in Q2 2013 and 51% (5,062) in Q1 2014;
- 31% (2,636) were withheld in full, up from 28% (2,616) in Q2 2013, and down from 33% (2,161) in Q1 of 2014;
- 13% (1,102) were withheld in part, down from 12% (1,180) in Q2 2013 and 12% (699) in Q1 of 2014;
- The remainder (6%, 558) had not been answered by the end of the quarter.

Figure 3 illustrates the outcome of resolvable requests since 2005. It shows that the proportion of requests granted in full has stayed fairly constant since the act was introduced; although a slight downward trend is starting to emerge. This may reflect a changing nature of requests as the monitored bodies have made more routine information available to the public.

**Figure 3: Percentage of resolvable requests granted in full, Q1 2005 – Q2 2014**



## **Use of exemptions and exceptions** [see Table A7]

Under the FoI Act, a public authority can only refuse to provide requested information that it holds if the request is considered vexatious or repeated, the cost of compliance would exceed the appropriate limit, or if the information falls in one or more of the categories of exempt information ('exemptions') listed in Part II of the Act<sup>7</sup>. Similar arrangements apply to certain types of information under the EIRs. Requests that have been exempted under Section 21 (information available by other means) are recorded separately in this bulletin.

Across all monitored bodies, a total of 2,542 requests (30% of resolvable requests) were reported as having one or more of these exemptions or exceptions applied to them during Q2 2014. This means that government has the requested information, but withheld some or all of it under an exemption listed in the Act.

The most commonly applied exemptions or exceptions in Q2 2014 were:

- Section 40 of the FOI Act (relating to personal information), which was applied to 1,145 requests, and in 45% of all exempt requests;
- Section 22 (Information intended for future publication), which was applied to 254 requests and in 10% of all exempt requests;
- Section 43 (Commercial interests), which was applied to 229 requests and in 9% of all exempt requests;
- Section 31 (Law Enforcement), which was applied to 217 requests and in 9% of all exempt requests;
- Section 30 (Investigations and proceedings conducted by public authorities), which was applied to 191 requests and in 8% of all exempt requests.

These five exemptions are typically among the most frequent exemptions used since the FoI Act came into force.

## **Use of the Section 21 Exemption** [See table A8]

A Section 21 exemption can be used under the FoI Act when information is reasonably available by other means<sup>8</sup>. This is the second bulletin to report statistics on the use of Section 21; previous publications have excluded FoI requests exempt under Section 21 because the FoI Act is not designed to provide a new access route to information already available.

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<sup>7</sup> A summary of all exemptions can be found at: [www.justice.gov.uk/information-access-rights/FoI-guidance-for-practitioners/exemptions-guidance](http://www.justice.gov.uk/information-access-rights/FoI-guidance-for-practitioners/exemptions-guidance)

<sup>8</sup> [www.legislation.gov.uk/ukpga/2000/36/section/21](http://www.legislation.gov.uk/ukpga/2000/36/section/21)

However, Section 21 is a legitimate part of the use of the FoI Act and is subject to the relevant handling timescales. Inclusion of these statistics presents a more accurate picture of the effort by the monitored bodies in relation to the Act.

Government has decided to report this exemption separately as Section 21s are difficult to classify by outcome: the request is refused but only because the information is already published. Including Section 21 requests within the other parts of this bulletin could artificially inflate both volume and timeliness figures since the requests are relatively straightforward to answer.

In the second quarter of 2014, there were 604 requests where a Section 21 exemption was applied<sup>9</sup> either in full or in part. Of these, 94% of requests received a response within the 20-day deadline. This is an increase of 2 percentage points from the previous quarter, when reporting of this began.

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<sup>9</sup> These only include requests where a Section 21 was the only exemption used.

## Annex A: Statistical Tables

### Latest quarterly (A1, A3, A5, A7, A8) and in-year (A2, A4, A6) tables

Table A1	<i>Number of non-routine information requests received by monitored bodies from 1 April – 30 June 2014, and their status at time of monitoring</i>
Table A2	<i>Number of non-routine information requests received by monitored bodies, by quarter, since 1 April 2012</i>
Table A3	<i>Timeliness of response to non-routine information requests received by monitored bodies from 1 April – 30 June 2014</i>
Table A4	<i>Proportion of non-routine information requests received by monitored bodies that were answered 'in time', by quarter, since 1 April 2012</i>
Table A5	<i>Initial outcomes of non-routine information requests received by monitored bodies from 1 April – 30 June 2014</i>
Table A6	<i>Proportion of resolvable non-routine information requests received by monitored bodies that were granted in full, by quarter, since 1 April 2012</i>
Table A7	<i>Exemptions and exceptions applied by monitored bodies when withholding non-routine information requests received from 1 April – 30 June 2014</i>
Table A8	<i>Section 21 exemptions applied by monitored bodies when dealing with routine information requests received from 1 April – 30 June 2014</i>

### Symbols and conventions

- Not applicable
- 0 Nil
- \* Percentage not supplied because the number of qualifying requests is 20 or fewer (only applicable to pre 2014 publications).
- # Figures supplied by these departments of state count non-routine information requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C gives full details
- † Government body changed during monitoring period. See Annex C

**TABLE A1**

Number of non-routine information requests received from 1 April - 30 June 2014, and their status at time of monitoring

Government body	Total requests received	Request status at time of monitoring			Number handled under EIRs <sup>2</sup>
		Processed	'On hold' or lapsed <sup>1</sup>	Still being processed	
<b>TOTAL for all monitored bodies</b>	<b>11,689</b>	<b>11,077</b>	<b>54</b>	<b>558</b>	<b>486</b>
<b>TOTAL for Departments of State only</b>	<b>7,811</b>	<b>7,403</b>	<b>0</b>	<b>408</b>	<b>262</b>
<b>TOTAL for other monitored bodies</b>	<b>3,878</b>	<b>3,674</b>	<b>54</b>	<b>150</b>	<b>224</b>
<b><i>Departments of State</i></b>					
Attorney General's Office	41	41	0	0	0
Cabinet Office #	473	440	0	33	1
Communities and Local Government	171	151	0	20	31
Department for Business, Innovation and Skills	230	224	0	6	6
Department for Culture, Media and Sport #	152	148	0	4	7
Department for Education	443	425	0	18	1
Department for Environment, Food and Rural Affairs	214	204	0	10	103
Department for International Development	111	109	0	2	4
Department for Transport #	673	668	0	5	16
Department for Work and Pensions #	1,065	1,020	0	45	0
Department of Energy and Climate Change	153	150	0	3	76
Department of Health	490	488	0	2	0
Foreign and Commonwealth Office	275	233	0	42	5
HM Treasury #	449	428	0	21	0
Home Office #	741	679	0	62	0
Ministry of Defence #	856	802	0	54	10
Ministry of Justice #	1,133	1,058	0	75	2
Northern Ireland Office	58	56	0	2	0
Scotland Office	39	37	0	2	0
UK Export Finance <sup>3</sup>	21	19	0	2	0
Wales Office	23	23	0	0	0

**TABLE A1 continued**

**Number of non-routine information requests received from 1 April - 30 June 2014 and their status at time of monitoring**

Government body	Total requests received	Request status at time of monitoring			Number handled under EIRs <sup>2</sup>
		Processed	'On hold' or lapsed <sup>1</sup>	Still being processed	
<b><i>Other bodies included in monitoring</i></b>					
Charity Commission	156	152	0	4	0
Competition and Markets Authority	20	20	0	0	0
Crown Prosecution Service	182	180	0	2	0
Debt Management Office	15	15	0	0	0
Food Standards Agency	41	41	0	0	4
Health and Safety Executive	1,246	1,225	0	21	60
HM Land Registry	96	96	0	0	0
HM Revenue and Customs	565	541	0	24	2
National Archives	830	683	54	93	0
National Savings and Investments	32	32	0	0	0
Office for National Statistics	65	65	0	0	0
Office for Standards in Education	184	182	0	2	0
Office of Gas and Electricity Markets (OFGEM)	90	88	0	2	29
Office of Rail Regulation	37	37	0	0	0
Ordnance Survey	11	11	0	0	0
Royal Mint	8	8	0	0	0
Rural Payments Agency	126	124	0	2	117
Serious Fraud Office	25	25	0	0	0
Treasury Solicitor's Department	94	94	0	0	0
Water Services Regulation Authority (OFWAT)	55	55	0	0	12

**Notes**

1 - Requests 'on hold' are those where a fee has been charged but no payment has been received at the time of monitoring. These requests are effectively suspended since public authorities are not obliged to respond until payment has been made. Where a fee is charged and the deadline for payment expires, the request is deemed to have 'lapsed' as no further action is required from the public authority.

2 - The amended Environmental Information Regulations 2004 (EIRs) came into force on 1 January 2005 to coincide with the FoI Act. For further information on the EIRs, see the main notes section of this publication.

3 - UK Export Finance is the operating name of the Export Credits Guarantee Department.

# - Figures supplied by these bodies count requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C of Bulletin gives full details.

† - Government body changed during monitoring period. See Annex C of Bulletin.

**TABLE A2 continued**

**Number of non-routine information requests received by monitored bodies, by quarter, since 1 April 2012**

Government body	Number of non-routine information requests received								
	2012			2013				2014	
	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun
<b>Other bodies included in monitoring</b>									
Charity Commission	219	146	127	173	151	158	142	167	156
Child Maintenance and Enforcement Commission †	65	-	-	-	-	-	-	-	-
Competition and Markets Authority	-	-	-	-	-	-	-	-	20
Crown Prosecution Service	141	171	142	181	160	165	160	220	182
Debt Management Office	15	9	6	13	25	15	9	14	15
Food Standards Agency	49	25	34	98	44	40	35	53	41
Health and Safety Executive	1,599	1,617	1,641	1,657	1,447	1,417	1,246	1,378	1,246
HM Land Registry	79	55	88	98	133	93	72	100	96
HM Revenue and Customs	501	447	524	518	518	554	576	622	565
National Archives	743	720	643	864	861	902	713	909	830
National Savings and Investments	25	17	21	30	16	43	29	38	32
Office for National Statistics	46	67	71	73	61	84	48	82	65
Office for Standards in Education	183	140	162	166	172	186	209	309	184
Office of Fair Trading	72	92	105	96	85	87	83	69	-
Office of Gas and Electricity Markets (OFGEM)	41	52	64	56	67	74	94	97	90
Office of Rail Regulation	39	39	31	45	58	62	42	46	37
Ordnance Survey	22	23	17	15	16	35	20	13	11
Royal Mint	16	4	4	5	1	5	7	15	8
Rural Payments Agency	121	117	99	109	131	136	112	137	126
Serious Fraud Office	36	21	37	28	46	37	23	22	25
Treasury Solicitor's Department	135	133	66	141	85	56	69	110	94
Water Services Regulation Authority (OFWAT)	19	22	26	34	54	76	51	85	55

**Notes**

# - Figures supplied by these bodies count requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C of Bulletin gives full details.

† - Government body changed during monitoring period. See Annex C of Bulletin.

Note: The Competition and Markets Authority took over the functions of the Office of Fair Trading on 1st April 2014

**TABLE A2**

**Number of non-routine information requests received by monitored bodies, by quarter, since 1 April 2012**

Government body	Number of non-routine information requests received									
	2012			2013				2014		
	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	
<b>TOTAL for all monitored bodies</b>	<b>11,634</b>	<b>11,563</b>	<b>12,159</b>	<b>13,712</b>	<b>12,668</b>	<b>13,370</b>	<b>12,140</b>	<b>13,664</b>	<b>11,689</b>	
<b>TOTAL for Departments of State only</b>	<b>7,468</b>	<b>7,646</b>	<b>8,251</b>	<b>9,312</b>	<b>8,537</b>	<b>9,145</b>	<b>8,400</b>	<b>9,178</b>	<b>7,811</b>	
<b>TOTAL for other monitored bodies</b>	<b>4,166</b>	<b>3,917</b>	<b>3,908</b>	<b>4,400</b>	<b>4,131</b>	<b>4,225</b>	<b>3,740</b>	<b>4,486</b>	<b>3,878</b>	
<b>Departments of State</b>										
Attorney General's Office	48	21	43	53	65	78	64	57	41	
Cabinet Office #	378	357	378	452	466	405	435	528	473	
Communities and Local Government	168	241	193	247	212	208	175	197	171	
Department for Business, Innovation and Skills	231	247	232	227	238	298	234	301	230	
Department for Culture, Media and Sport #	185	128	122	136	134	138	124	137	152	
Department for Education	313	332	315	476	454	390	439	518	443	
Department for Environment, Food and Rural Affairs	179	147	170	176	170	243	237	318	214	
Department for International Development	106	80	105	106	114	127	123	134	111	
Department for Transport #	713	701	836	873	693	1,074	1,008	684	673	
Department for Work and Pensions #	1,005	1,156	1,282	1,457	1,356	1,513	1,257	1,408	1,065	
Department of Energy and Climate Change	144	147	197	168	154	207	212	240	153	
Department of Health	417	430	483	567	524	514	398	469	490	
Foreign and Commonwealth Office	336	279	332	285	338	293	309	369	275	
HM Treasury #	624	713	679	779	689	642	522	467	449	
Home Office #	900	973	1,110	1,129	884	893	768	872	741	
Ministry of Defence #	844	817	853	940	816	904	903	1,022	856	
Ministry of Justice #	757	757	781	1,083	1,103	1,038	1,068	1,308	1,133	
Northern Ireland Office	46	49	53	56	41	60	46	60	58	
Scotland Office	30	25	40	41	34	41	30	38	39	
UK Export Finance	18	9	10	27	29	32	22	16	21	
Wales Office	26	37	37	34	23	47	26	35	23	



TABLE A3

Timeliness of response to non-routine information requests received by monitored bodies from 1 April - 30 June 2014

Government body	Total requests received (excluding on-hold and lapsed <sup>1</sup> )	Timeliness of response			Percentage of requests meeting 20-day deadline	Percentage of requests 'in time' (i.e. meeting deadline or with permitted extension)
		20-day deadline met	Permitted extension <sup>2</sup> to 20-day deadline	Late response (i.e. 20-day deadline missed)		
<b>TOTAL for all monitored bodies</b>	<b>11,635</b>	<b>10,082</b>	<b>546</b>	<b>1,007</b>	<b>87%</b>	<b>91%</b>
<b>TOTAL for Departments of State only</b>	<b>7,811</b>	<b>6,673</b>	<b>380</b>	<b>758</b>	<b>85%</b>	<b>90%</b>
<b>TOTAL for other monitored bodies</b>	<b>3,824</b>	<b>3,409</b>	<b>166</b>	<b>249</b>	<b>89%</b>	<b>93%</b>
<b>Departments of State</b>						
Attorney General's Office	41	37	0	4	90%	90%
Cabinet Office #	473	378	49	46	80%	90%
Communities and Local Government	171	125	16	30	73%	82%
Department for Business, Innovation and Skills	230	203	19	8	88%	97%
Department for Culture, Media and Sport #	152	140	6	6	92%	96%
Department for Education	443	390	15	38	88%	91%
Department for Environment, Food and Rural Affairs	214	187	10	17	87%	92%
Department for International Development	111	106	3	2	95%	98%
Department for Transport #	673	628	18	27	93%	96%
Department for Work and Pensions #	1,065	957	15	93	90%	91%
Department of Energy and Climate Change	153	135	6	12	88%	92%
Department of Health	490	488	0	2	100%	100%
Foreign and Commonwealth Office	275	184	73	18	67%	93%
HM Treasury #	449	388	44	17	86%	96%
Home Office #	741	551	73	117	74%	84%
Ministry of Defence #	856	715	29	112	84%	87%
Ministry of Justice #	1,133	931	4	198	82%	83%
Northern Ireland Office	58	51	0	7	88%	88%
Scotland Office	39	37	0	2	95%	95%
UK Export Finance	21	19	0	2	90%	90%
Wales Office	23	23	0	0	100%	100%

**TABLE A3 continued**

**Timeliness of response to non-routine information requests received by monitored bodies from 1 April - 30 June 2014**

Government body	Total requests received (excluding on-hold and lapsed <sup>1</sup> )	Timeliness of response			Percentage of requests meeting 20-day deadline	Percentage of requests 'in time' (i.e. meeting deadline or with permitted extension)
		20-day deadline met	Permitted extension <sup>2</sup> to 20-day deadline	Late response (i.e. 20-day deadline missed)		
<b>Other bodies included in monitoring</b>						
Charity Commission	156	148	0	8	95%	95%
Competition and Markets Authority	20	20	0	0	100%	100%
Crown Prosecution Service	182	172	4	6	95%	97%
Debt Management Office	15	15	0	0	100%	100%
Food Standards Agency	41	35	5	1	85%	98%
Health and Safety Executive	1,246	1,129	13	104	91%	92%
HM Land Registry	96	92	2	2	96%	98%
HM Revenue and Customs	565	484	0	81	86%	86%
National Archives <sup>3</sup>	776	632	119	25	81%	97%
National Savings and Investments	32	31	0	1	97%	97%
Office for National Statistics	65	64	1	0	98%	100%
Office for Standards in Education	184	176	6	2	96%	99%
Office of Gas and Electricity Markets (OFGEM)	90	76	6	8	84%	91%
Office of Rail Regulation	37	32	2	3	86%	92%
Ordnance Survey	11	11	0	0	100%	100%
Royal Mint	8	7	1	0	88%	100%
Rural Payments Agency	126	122	4	0	97%	100%
Serious Fraud Office	25	16	2	7	64%	72%
Treasury Solicitor's Department	94	93	0	1	99%	99%
Water Services Regulation Authority (OFWAT)	55	54	1	0	98%	100%

**Notes**

1 - Requests 'on hold' or 'lapsed' are those where a fee has been charged but no payment has been received. These requests are effectively suspended since public authorities are not obliged to respond until payment has been made. They are therefore excluded from the calculation of timeliness measures.

2 - Permitted extensions include: extensions under the FOI Act to allow for consideration of the balance of the public interest, and extensions under the EIR because of the complexity or volume of the request.

3 - Although the standard statutory deadline for responding to an information request is 20 working days, a 30-day deadline applies where requests relate wholly or partly to archived information. The National Archives' timeliness figures are therefore reported on this basis.

# - Figures supplied by these bodies count requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C of Bulletin gives full details.

**TABLE A4**

Percentage of non-routine information requests received since 1 April 2012 that were answered 'in time', by quarter

Government body	Percentage of non-routine information requests that were answered 'in time' <sup>1</sup>								
	2012			2013				2014	
	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun
<b>TOTAL for all monitored bodies</b>	<b>93%</b>	<b>92%</b>	<b>90%</b>	<b>89%</b>	<b>89%</b>	<b>92%</b>	<b>91%</b>	<b>92%</b>	<b>91%</b>
<b>TOTAL for Departments of State only</b>	<b>92%</b>	<b>90%</b>	<b>88%</b>	<b>87%</b>	<b>88%</b>	<b>91%</b>	<b>91%</b>	<b>91%</b>	<b>90%</b>
<b>TOTAL for other monitored bodies</b>	<b>95%</b>	<b>92%</b>	<b>90%</b>	<b>93%</b>	<b>92%</b>	<b>93%</b>	<b>92%</b>	<b>94%</b>	<b>93%</b>
<b>Departments of State</b>									
Attorney General's Office	100%	95%	98%	100%	95%	95%	97%	98%	90%
Cabinet Office #	92%	93%	95%	86%	83%	85%	86%	95%	90%
Communities and Local Government	96%	92%	91%	87%	92%	89%	82%	80%	82%
Department for Business, Innovation and Skills	98%	99%	96%	96%	99%	96%	98%	98%	97%
Department for Culture, Media and Sport #	100%	100%	100%	99%	97%	96%	95%	98%	96%
Department for Education	84%	74%	82%	89%	87%	87%	85%	87%	91%
Department for Environment, Food and Rural Affairs	92%	93%	96%	89%	89%	100%	97%	99%	92%
Department for International Development	99%	98%	99%	99%	99%	98%	99%	98%	98%
Department for Transport #	96%	96%	95%	96%	96%	96%	97%	95%	96%
Department for Work and Pensions #	85%	83%	79%	92%	95%	94%	94%	92%	91%
Department of Energy and Climate Change	97%	96%	96%	97%	96%	99%	97%	98%	92%
Department of Health	100%	100%	100%	100%	99%	100%	99%	100%	100%
Foreign and Commonwealth Office	91%	96%	93%	95%	88%	88%	82%	88%	93%
HM Treasury #	95%	99%	96%	98%	96%	96%	96%	93%	96%
Home Office #	89%	84%	72%	50%	53%	72%	81%	87%	84%
Ministry of Defence #	90%	86%	87%	84%	87%	89%	88%	85%	87%
Ministry of Justice #	92%	92%	90%	90%	88%	89%	87%	89%	83%
Northern Ireland Office	87%	96%	98%	96%	98%	97%	93%	88%	88%
Scotland Office	93%	100%	90%	95%	100%	98%	93%	92%	95%
UK Export Finance	*	*	*	78%	66%	94%	77%	100%	90%
Wales Office	85%	59%	86%	100%	100%	100%	100%	97%	100%

**TABLE A4 continued**

**Percentage of non-routine information requests received since 1 April 2012 that were answered 'in time', by quarter**

Government body	Percentage of non-routine information requests that were answered 'in time' <sup>1</sup>									
	2012			2013				2014		
	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	
<b>Other bodies included in monitoring</b>										
Charity Commission	95%	90%	96%	90%	96%	95%	94%	98%	95%	
Child Maintenance and Enforcement Commission †	98%	-	-	-	-	-	-	-	-	
Competition and Markets Authority	-	-	-	-	-	-	-	-	100%	
Crown Prosecution Service	93%	90%	85%	77%	71%	64%	64%	95%	97%	
Debt Management Office	*	*	*	*	100%	*	*	100%	100%	
Food Standards Agency	98%	100%	100%	100%	100%	98%	100%	98%	98%	
Health and Safety Executive	94%	95%	93%	91%	89%	92%	92%	91%	92%	
HM Land Registry	97%	100%	98%	99%	98%	100%	100%	100%	98%	
HM Revenue and Customs	92%	90%	90%	92%	90%	92%	89%	88%	86%	
National Archives <sup>2</sup>	99%	98%	98%	0%	99%	98%	98%	97%	97%	
National Savings and Investments	96%	*	95%	97%	*	95%	93%	95%	97%	
Office for National Statistics	83%	93%	80%	88%	77%	98%	96%	100%	100%	
Office for Standards in Education	99%	97%	96%	96%	97%	97%	98%	97%	99%	
Office of Fair Trading	100%	99%	92%	97%	96%	92%	89%	97%	-	
Office of Gas and Electricity Markets (OFGEM)	88%	92%	97%	88%	94%	78%	90%	88%	91%	
Office of Rail Regulation	92%	95%	97%	96%	95%	95%	98%	98%	92%	
Ordnance Survey	100%	100%	*	*	*	100%	*	100%	100%	
Royal Mint	*	*	*	*	*	*	*	93%	100%	
Rural Payments Agency	100%	100%	100%	99%	97%	94%	87%	100%	100%	
Serious Fraud Office	86%	76%	76%	79%	80%	92%	96%	68%	72%	
Treasury Solicitor's Department	99%	95%	100%	98%	98%	100%	99%	99%	99%	
Water Services Regulation Authority (OFWAT)	*	100%	69%	94%	96%	96%	96%	99%	100%	

**Notes**

1 - A request is 'in time' if it was answered within the statutory response deadline, or within a permitted extension to this deadline. Permitted extensions include extensions under the FOI Act to allow for consideration of the balance of the public interest, and extensions under the EIR because of the complexity or volume of the request. Requests 'on hold' or 'lapsed' are excluded from the calculation of timeliness measures. These requests are those where a fee has been charged but no payment has been received and so public authorities are not obliged to respond until payment has been made.

2 - Although the standard statutory deadline for responding to an information request is 20 working days, a 30-day deadline applies where requests relate wholly or partly to archived information. The National Archives' timeliness figures are therefore reported on this basis.

# - Figures supplied by these bodies count requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C of Bulletin gives full details.

† - Government body changed during monitoring period. See Annex C of Bulletin.

\* - Percentage not supplied because the number of qualifying requests is 20 or fewer.

Note: The Competition and Markets Authority took over the functions of the Office of Fair Trading on 1st April 2014

**TABLE A5**  
**Initial outcomes of non-routine information requests received by monitored bodies from 1 April - 30 June 2014**

Government body	Total requests received (excluding on-hold and lapsed <sup>1</sup> )	Requests where advice and assistance <sup>2</sup> provided	Requests where information not held	Total 'resolvable' requests <sup>3</sup>	Initial outcome of request				Percentage of resolvable requests granted in full	Percentage of resolvable requests withheld in full
					Granted in full	Partially withheld	Fully withheld <sup>4</sup>	Response not yet provided <sup>5</sup>		
<b>TOTAL for all monitored bodies</b>	<b>11,635</b>	<b>752</b>	<b>2,280</b>	<b>8,603</b>	<b>4,307</b>	<b>1,102</b>	<b>2,636</b>	<b>558</b>	<b>50%</b>	<b>31%</b>
<b>TOTAL for Departments of State only</b>	<b>7,811</b>	<b>507</b>	<b>1,630</b>	<b>5,674</b>	<b>2,882</b>	<b>617</b>	<b>1,767</b>	<b>408</b>	<b>51%</b>	<b>31%</b>
<b>TOTAL for other monitored bodies</b>	<b>3,824</b>	<b>245</b>	<b>650</b>	<b>2,929</b>	<b>1,425</b>	<b>485</b>	<b>869</b>	<b>150</b>	<b>49%</b>	<b>30%</b>
<b>Departments of State</b>										
Attorney General's Office	41	0	33	8	4	0	4	0	50%	50%
Cabinet Office #	473	64	111	298	66	30	169	33	22%	57%
Communities and Local Government	171	3	32	136	79	26	11	20	58%	8%
Department for Business, Innovation and Skills	230	5	51	174	54	49	65	6	31%	37%
Department for Culture, Media and Sport #	152	27	27	98	59	14	21	4	60%	21%
Department for Education	443	42	66	335	199	33	85	18	59%	25%
Department for Environment, Food and Rural Affairs	214	16	69	129	88	22	9	10	68%	7%
Department for International Development	111	1	28	82	49	9	22	2	60%	27%
Department for Transport #	673	11	98	564	437	40	82	5	77%	15%
Department for Work and Pensions #	1,065	16	62	987	643	52	247	45	65%	25%
Department of Energy and Climate Change	153	5	31	117	51	20	43	3	44%	37%
Department of Health	490	17	247	226	96	29	99	2	42%	44%
Foreign and Commonwealth Office	275	21	53	201	62	47	50	42	31%	25%
HM Treasury #	449	0	188	261	142	22	76	21	54%	29%
Home Office #	741	83	132	526	194	67	203	62	37%	39%
Ministry of Defence #	856	75	156	625	324	74	173	54	52%	28%
Ministry of Justice #	1,133	100	197	836	297	72	392	75	36%	47%
Northern Ireland Office	58	6	27	25	10	5	8	2	40%	32%
Scotland Office	39	13	7	19	14	0	3	2	74%	16%
UK Export Finance	21	0	1	20	10	6	2	2	50%	10%
Wales Office	23	2	14	7	4	0	3	0	57%	43%

**TABLE A5 continued**

**Initial outcomes of non-routine information requests received by monitored bodies from 1 April - 30 June 2014**

Government body	Total requests received (excluding on-hold and lapsed <sup>1</sup> )	Requests where advice and assistance <sup>2</sup> provided	Requests where information not held	Total 'resolvable' requests <sup>3</sup>	Initial outcome of request				Percentage of resolvable requests granted in full	Percentage of resolvable requests withheld in full
					Granted in full	Partially withheld	Fully withheld <sup>4</sup>	Response not yet provided <sup>5</sup>		
<b>Other bodies included in monitoring</b>										
Charity Commission	156	11	15	130	58	45	23	4	45%	18%
Competition and Markets Authority	20	2	2	16	3	6	7	0	19%	44%
Crown Prosecution Service	182	16	29	137	49	17	69	2	36%	50%
Debt Management Office	15	0	2	13	9	4	0	0	69%	0%
Food Standards Agency	41	3	5	33	22	8	3	0	67%	9%
Health and Safety Executive	1,246	39	382	825	436	180	188	21	53%	23%
HM Land Registry	96	0	5	91	61	23	7	0	67%	8%
HM Revenue and Customs	565	21	48	496	134	18	320	24	27%	65%
National Archives	776	68	68	640	375	64	108	93	59%	17%
National Savings and Investments	32	0	9	23	19	4	0	0	83%	0%
Office for National Statistics	65	1	21	43	36	5	2	0	84%	5%
Office for Standards in Education	184	23	12	149	33	36	78	2	22%	52%
Office of Gas and Electricity Markets (OFGEM)	90	2	7	81	48	18	13	2	59%	16%
Office of Rail Regulation	37	11	6	20	7	9	4	0	35%	20%
Ordnance Survey	11	0	1	10	6	2	2	0	60%	20%
Royal Mint	8	1	0	7	1	0	6	0	14%	86%
Rural Payments Agency	126	41	4	81	55	10	14	2	68%	17%
Serious Fraud Office	25	6	1	18	8	4	6	0	44%	33%
Treasury Solicitor's Department	94	0	16	78	39	24	15	0	50%	19%
Water Services Regulation Authority (OFWAT)	55	0	17	38	26	8	4	0	68%	11%

**Notes**

1 - Requests 'on hold' or 'lapsed' are those where a fee has been charged but no payment has been received. These requests are effectively suspended since public authorities are not obliged to respond until payment has been made.

2 - 'Advice and assistance' would be provided to a requester when the body 'reasonably requires further information in order to identify and locate the information requested'. See section 1(3) of the Freedom of Information Act for further details.

3 - 'Resolvable requests' are all those where it is possible to make a substantive decision on whether to release the requested information. They exclude requests which are 'lapsed' or 'on-hold', where the information was not held, and where it was necessary to provide advice and assistance since in each of these cases it would not have been possible to resolve the request in the form it was asked.

4 - 'Fully withheld' requests include those which were refused because it was estimated that the cost of complying with the request would exceed the appropriate limit.

5 - This table counts as 'resolvable' all requests where a response has not yet been provided. This assumption is likely to be generally true but may be incorrect in a small number of cases.

It should also be noted that requests where a response has not yet been provided are more likely to involve considerations which are complex and finely balanced. As a result, it cannot be assumed that these requests will be granted and refused in the same proportions as 'resolvable' requests in general.

# - Figures supplied by these bodies count requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C of Bulletin gives full details.

TABLE A6

Percentage of resolvable non-routine information requests received that were granted in full, by quarter, since 1 April 2012<sup>1</sup>

Government body	Percentage of resolvable non-routine information requests that were granted in full								
	2012			2013				2014	
	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun
<b>TOTAL for all monitored bodies</b>	<b>53%</b>	<b>53%</b>	<b>55%</b>	<b>56%</b>	<b>53%</b>	<b>55%</b>	<b>53%</b>	<b>51%</b>	<b>50%</b>
<b>TOTAL for Departments of State only</b>	<b>53%</b>	<b>54%</b>	<b>56%</b>	<b>56%</b>	<b>54%</b>	<b>56%</b>	<b>55%</b>	<b>53%</b>	<b>51%</b>
<b>TOTAL for other monitored bodies</b>	<b>54%</b>	<b>50%</b>	<b>52%</b>	<b>52%</b>	<b>51%</b>	<b>51%</b>	<b>48%</b>	<b>46%</b>	<b>49%</b>
<b>Departments of State</b>									
Attorney General's Office	29%	*	*	53%	*	36%	57%	73%	50%
Cabinet Office #	19%	29%	33%	23%	24%	25%	20%	21%	22%
Communities and Local Government	71%	62%	72%	61%	69%	63%	64%	65%	58%
Department for Business, Innovation and Skills	42%	46%	38%	43%	35%	37%	39%	34%	31%
Department for Culture, Media and Sport #	82%	62%	66%	44%	64%	68%	59%	58%	60%
Department for Education	67%	63%	63%	67%	65%	71%	67%	53%	59%
Department for Environment, Food and Rural Affairs	59%	59%	76%	53%	69%	58%	58%	72%	68%
Department for International Development	67%	69%	74%	74%	58%	69%	60%	62%	60%
Department for Transport #	69%	75%	74%	75%	74%	78%	75%	76%	77%
Department for Work and Pensions #	65%	69%	68%	76%	71%	66%	69%	69%	65%
Department of Energy and Climate Change	40%	33%	41%	42%	37%	49%	55%	48%	44%
Department of Health	42%	46%	58%	57%	54%	59%	44%	58%	42%
Foreign and Commonwealth Office	20%	34%	32%	23%	26%	29%	37%	26%	31%
HM Treasury #	36%	26%	46%	44%	46%	50%	41%	36%	54%
Home Office #	44%	47%	47%	*	40%	42%	43%	42%	37%
Ministry of Defence #	66%	65%	60%	62%	64%	61%	63%	62%	52%
Ministry of Justice #	40%	38%	39%	38%	34%	39%	41%	34%	36%
Northern Ireland Office	50%	60%	59%	48%	*	74%	*	43%	40%
Scotland Office	78%	*	72%	70%	77%	86%	*	76%	74%
UK Export Finance	*	*	*	56%	52%	79%	*	81%	50%
Wales Office	*	42%	*	96%	95%	73%	*	81%	57%

TABLE A6 continued

Percentage of resolvable non-routine information requests received that were granted in full, by quarter, since 1 April 2012<sup>1</sup>

Government body	Percentage of resolvable non-routine information requests that were granted in full								
	2012			2013				2014	
	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun	Q3: Jul–Sep	Q4: Oct–Dec	Q1: Jan–Mar	Q2: Apr–Jun
<b>Other bodies included in monitoring</b>									
Charity Commission	61%	49%	49%	52%	45%	39%	50%	48%	45%
Child Maintenance and Enforcement Commission †	72%	-	-	-	-	-	-	-	-
Competition and Markets Authority	-	-	-	-	-	-	-	-	19%
Crown Prosecution Service	55%	46%	43%	46%	47%	46%	43%	35%	36%
Debt Management Office	*	*	*	*	*	*	*	78%	69%
Food Standards Agency	50%	55%	48%	38%	39%	62%	33%	49%	67%
Health and Safety Executive	52%	49%	50%	48%	51%	50%	47%	44%	53%
HM Land Registry	97%	96%	95%	86%	91%	95%	86%	88%	67%
HM Revenue and Customs	45%	35%	36%	38%	29%	36%	37%	34%	27%
National Archives	54%	57%	68%	*	56%	56%	51%	50%	59%
National Savings and Investments	91%	*	*	86%	*	95%	90%	100%	83%
Office for National Statistics	97%	83%	94%	92%	89%	87%	83%	78%	84%
Office for Standards in Education	42%	37%	40%	32%	30%	27%	25%	19%	22%
Office of Fair Trading	27%	29%	28%	32%	35%	30%	44%	67%	-
Office of Gas and Electricity Markets (OFGEM)	51%	59%	79%	68%	81%	71%	75%	72%	59%
Office of Rail Regulation	59%	50%	*	50%	42%	28%	38%	41%	35%
Ordnance Survey	*	*	*	*	*	67%	*	67%	60%
Royal Mint	*	*	*	*	*	*	*	46%	14%
Rural Payments Agency	78%	75%	56%	74%	78%	61%	61%	59%	68%
Serious Fraud Office	66%	*	50%	57%	31%	44%	*	37%	44%
Treasury Solicitor's Department	33%	43%	34%	32%	38%	50%	53%	49%	50%
Water Services Regulation Authority (OFWAT)	*	*	59%	73%	86%	89%	80%	89%	68%

**Note**

1 - 'Resolvable requests' are all those where it would have been possible to provide a substantive response. They exclude requests which are 'lapsed' or 'on-hold', where the information was not held, and where it was necessary to provide advice and assistance to the requester, since in each of these cases it would not have been possible to resolve the request in the form it was asked.

# - Figures supplied by these bodies count requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C of Bulletin gives full details.

† - Government body changed during monitoring period. See Annex C of Bulletin.

\* - Percentage not supplied because the number of qualifying requests is 20 or fewer.

Note: The Competition and Markets Authority took over the functions of the Office of Fair Trading on 1st April 2014



TABLE A7

Exemptions and exceptions<sup>1</sup> applied by monitored bodies when withholding non-routine information requests received from 1 April - 30 June 2014

Exemption / Exception <sup>1</sup>	Number of requests where exemption used		
	Departments of State only	Other monitored bodies	TOTAL
<b>Total number of requests where one or more exemptions or exceptions were applied</b>	<b>1,410</b>	<b>1,132</b>	<b>2,542</b>
<b>Number of requests where each exemption (listed in Part II of FoI Act<sup>2</sup>) was applied</b>			
S(21) - Information available by other means	-	-	-
S(22) - Information intended for future publication	221	33	<b>254</b>
S(23) - Information supplied by, or relating to, bodies dealing with security matters	73	8	<b>81</b>
S(24) - National security	60	1	<b>61</b>
S(26) - Defence	26	1	<b>27</b>
S(27) - International relations	61	5	<b>66</b>
S(28) - Relations within the United Kingdom	7	0	<b>7</b>
S(29) - The economy	16	1	<b>17</b>
S(30) - Investigations and proceedings conducted by public authorities	7	184	<b>191</b>
S(31) - Law enforcement	89	128	<b>217</b>
S(32) - Court records, etc.	37	20	<b>57</b>
S(33) - Audit functions	1	10	<b>11</b>
S(34) - Parliamentary privilege	1	0	<b>1</b>
S(35) - Formulation of Government policy, etc.	152	7	<b>159</b>
S(36) - Prejudice to effective conduct of public affairs	97	9	<b>106</b>
S(37) - Communications with Her Majesty, etc. and honours	23	3	<b>26</b>
S(38) - Health and Safety	17	30	<b>47</b>
S(39) - Environmental information	- <sup>3</sup>	- <sup>3</sup>	- <sup>3</sup>
S(40) - Personal information	596	549	<b>1,145</b>
S(41) - Information provided in confidence	61	67	<b>128</b>
S(42) - Legal professional privilege	37	22	<b>59</b>
S(43) - Commercial interests	172	57	<b>229</b>
S(44) - Prohibitions on disclosure	26	160	<b>186</b>
<b>Number of requests where each exception (listed in Part 3 of EIRs) was applied</b>			
3(a) - Exempt personal data	27	31	<b>58</b>
4(a) - Information not available	10	3	<b>13</b>
4(b) - Manifestly unreasonable	18	2	<b>20</b>
4(c) - Too general	2	2	<b>4</b>
4(d) - Work in progress / incomplete data	7	1	<b>8</b>
4(e) - Internal communications	16	1	<b>17</b>
5(a) - Adverse effect on international relations, defence, national security, public safety	3	1	<b>4</b>
5(b) - Adverse effect on course of justice or conduct of enquiries	2	0	<b>2</b>
5(c) - Adverse effect on intellectual property rights	1	0	<b>1</b>
5(d) - Impinges on confidentiality of a public authority's work	1	4	<b>5</b>
5(e) - Impinges on confidentiality of commercial or industrial information	12	4	<b>16</b>
5(f) - Adverse effect on interests of person who provided the information	0	0	<b>0</b>
5(g) - Adverse effect on protection of environment to which information relates	0	0	<b>0</b>
<b>Environmental Exceptions</b>	<b>99</b>	<b>49</b>	<b>148</b>

#### Notes

1 - 'Exemptions' refers to the provisions in Part 2 of the Freedom of Information Act (and the similar 'exceptions' in Part 3 of the Environmental Information Regulations) which classify certain types of information as exempt from the release obligations. More than one exemption or exception can apply to a single information request.

2 - The exemption described in section 21 of the Act ('Information accessible ... by other means') is not listed here, because requests falling under this exemption do not meet the formal definition of a 'non-routine' request and therefore are not counted in these monitoring statistics. Figures for Section 21 exemptions can be found in Table A8

3 - The exemption listed at section 39 of the Freedom of Information Act ('Environmental Information') effectively states that information requests which fall within the scope of the Environmental Information Regulations (EIRs) should be handled as these Regulations specify. Requests for environmental information which are refused should apply one of the EIR exceptions listed above.

**TABLE A8**

**Section 21 exemptions<sup>1</sup> applied by monitored bodies when dealing with routine information requests received from 1 April - 30 June 2014**

Government body	Number of requests where a Section 21 exemption was applied	Timeliness of response		Percentage of requests meeting 20-day deadline
		20-day deadline met	Late response (i.e. 20-day deadline missed)	
<b>TOTAL for all monitored bodies</b>	<b>604</b>	<b>563</b>	<b>33</b>	<b>94%</b>
<b>TOTAL for Departments of State only</b>	<b>471</b>	<b>441</b>	<b>30</b>	<b>94%</b>
<b>TOTAL for other monitored bodies</b>	<b>133</b>	<b>122</b>	<b>3</b>	<b>98%</b>
<b><i>Departments of State</i></b>				
Attorney General's Office	0	0	0	-
Cabinet Office #	66	55	11	83%
Communities and Local Government	10	10	0	100%
Department for Business, Innovation and Skills	10	10	0	100%
Department for Culture, Media and Sport #	5	5	0	100%
Department for Education	17	17	0	100%
Department for Environment, Food and Rural Affairs	1	1	0	100%
Department for International Development	2	2	0	100%
Department for Transport #	35	33	2	94%
Department for Work and Pensions #	23	23	0	100%
Department of Energy and Climate Change	8	8	0	100%
Department of Health	36	36	0	100%
Foreign and Commonwealth Office	6	5	1	83%
HM Treasury #	92	87	5	95%
Home Office #	48	45	3	94%
Ministry of Defence #	30	28	2	93%
Ministry of Justice #	74	68	6	92%
Northern Ireland Office	2	2	0	100%
Scotland Office	0	0	0	-
UK Export Finance	1	1	0	100%
Wales Office	5	5	0	100%

**TABLE A8 Continued**

**Section 21 exemptions applied by monitored bodies when dealing with routine information requests received from 1 April - 30 June 2014**

Government body	Number of requests where a Section 21 exemption was applied	Timeliness of response		Percentage of requests meeting 20-day deadline
		20-day deadline met	Late response (i.e. 20-day deadline missed)	
<b>Other bodies included in monitoring</b>				
Charity Commission	6	6	0	100%
Competition and Markets Authority	4	4	0	100%
Crown Prosecution Service	1	1	0	100%
Debt Management Office	0	0	0	-
Food Standards Agency	0	0	0	-
Health and Safety Executive <sup>2</sup>	8	-	-	-
HM Land Registry	11	11	0	100%
HM Revenue and Customs	33	30	3	91%
National Archives	2	2	0	100%
National Savings and Investments	1	1	0	100%
Office for National Statistics	11	11	0	100%
Office for Standards in Education	4	4	0	100%
Office of Gas and Electricity Markets (OFGEM)	13	13	0	100%
Office of Rail Regulation	3	3	0	100%
Ordnance Survey	0	0	0	-
Royal Mint	0	0	0	-
Rural Payments Agency	1	1	0	100%
Serious Fraud Office	1	1	0	100%
Treasury Solicitor's Department	34	34	0	100%
Water Services Regulation Authority (OFWAT)	0	0	0	-

**Notes**

1 - A section 21 exemption is defined as information available by other means.

2 - The HSE was unable to provide timeliness data for Section 21 exemptions. Therefore, timeliness figures may not sum.

3 - These tables cover requests that were exempted either fully or in part under Section 21, where a Section 21 was the only exemption used

4 - Section 21 is an absolute exemption, which means that no consideration of the public interest test is required to withhold information.

# - Figures supplied by these bodies count requests received by one or more of their agencies, as well as those received by the departments themselves. Annex C of Bulletin gives full details.

## Annex B: Note on the scope and consistency of the statistics

### **Defining the scope of Freedom of Information monitoring**

Section 1 of the Freedom of Information Act 2000 (Fol) states that (subject to certain conditions):

*‘Any person making a request for information to a public authority is entitled—*

*(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and*

*(b) if that is the case, to have that information communicated to him’*

Regulation 5 of the Environmental Information Regulations 2004 states that (subject to certain conditions):

*‘A public authority that holds environmental information shall make it available on request.’*

Following their introduction on 1 January 2005, the above provisions apply to all relevant requests for information made to public authorities, no matter how routine and straightforward they may be.

Government departments supply large amounts of information, both on request and proactively, as an established and routine part of their business. This includes information released in the form of leaflets, correspondence exchanges, reports and other published material, and through websites and departmental FOI Publication Schemes. All information released on request is covered by the Freedom of Information Act. However, it would be both uninformative and fundamentally unfeasible to count all such activity in departmental Freedom of Information monitoring returns.

The statistics in this bulletin therefore relate to all ‘non-routine’ information requests that government departments have received, and those routine information requests that are handled under Section 21. Essentially, this means that departments’ statistics should only count those requests where:

1. It was necessary to take a considered view on how to handle the request under the terms of the Freedom of Information Act, and
2. Departmental Freedom of Information officer(s) were informed of the request and logged it in their case management systems.

## Defining a request

The full definition of an 'information request' for the purposes of inclusion in the Ministry of Justice's monitoring returns is shown below. This definition was circulated to members of the central government 'Freedom of Information Practitioners' Group' in November 2004.

*'[An information request for monitoring purposes is one ...]*

1. *Which meets the criteria in section 8 of the Freedom of Information Act and if the request falls under the Environmental Information Regulations it includes requests made in any form or context, including oral requests; **and***
2. *Which is a request for information that is not already reasonably accessible to the applicant by other means; **and***
  - (i) Which results in the release of one or more documents (in any media) or inclusion of extracts of documents in the information released; **or***
  - (ii) Results in information being withheld under an exemption or exception from the right of access (either the Freedom of Information Act or the Environmental Information Regulations); **or***
  - (iii) The request is not processed because the department estimates the cost of complying would exceed the appropriate limit in accordance with section 12 of the Freedom of Information Act; **or***
  - (iv) The request is not processed because the department is relying on the provisions of section 14 of the Freedom of Information Act; **or***
  - (v) Where a search is made for information sought in the request and it is found that none is held.'*

## Consistency of the statistics

It is necessary to apply a definition of this sort in order to set a clear boundary to the coverage of our monitoring, and thereby obtain meaningful information from the process. The definition shown above has been widely disseminated to Freedom of Information officers in government and we have tried to ensure that it is applied consistently across all monitored bodies.

However, there is considerable variation in the way these bodies are structured and managed, and in the mechanisms that they have put in place to meet their obligations under the Freedom of Information Act. For example, some bodies operate a centralised Freedom of Information secretariat that co-ordinates responses to all information requests received. Others give a greater degree of autonomy to individual work areas in the handling of information requests.

Because of these differences, there could be a degree of inconsistency in the way in which bodies have interpreted and applied the definition of an 'information request' for monitoring purposes. However, the statistics effectively count those requests which have been dealt with by each monitored body formally under the FOI Act. As such, the statistics report on how many such requests for information each monitored body has received and how they have implemented the Act's requirements in providing responses. Direct comparisons between the statistics for different monitored bodies can therefore be made on this basis.

**In summary:**

- (i) These statistics cover both 'non-routine' information requests, and 'routine' information requests which are answered under a Section 21 exemption. This does not give a representative picture of all requests for information received in government.
- (ii) There is likely to be a degree of inconsistency between monitored bodies' interpretations of the definition of an 'information request' for monitoring purposes. This should be borne in mind when using these statistics.

**Users of the statistics**

The main users of these statistics are departmental FOI teams responsible for coordinating responses and requests, Ministers and officials with responsibility for developing information access policy, and other non-governmental bodies and individuals with an interest in the accessibility of government information. The statistics are used to monitor the implementation of the FOI Act by central government, both as a whole and by each individual body included in the figures.

## Annex C: Government bodies included in these statistics

The statistics in this bulletin have been derived from monitoring returns completed by Freedom of Information officers in government departments during July and August 2014. This is the latest set of quarterly Freedom of Information statistics to be published by the Ministry of Justice (MoJ), the government department that now has lead responsibility for the Freedom of Information Act 2000. The first eight bulletins in this series were published by the Department for Constitutional Affairs.

The formal monitoring work covers 41 government bodies, including all major departments of state (i.e. ministerial departments).

The monitored bodies that are not departments of state nonetheless have significant policymaking, regulatory or information-handling functions. As far as possible while maintaining consistency, this list includes major non-Ministerial Government Departments (NMGDs) and excludes Executive Agencies, although these classifications are not mutually exclusive and periodic 'Machinery of Government' changes make it difficult to define the list precisely.

### **Coverage within the UK**

The Freedom of Information Act 2000 applies in England, Wales and Northern Ireland. The Northern Ireland Office and the Wales Office are included in these statistics. However, we have not collected formal monitoring data from the National Assembly for Wales, or from the bodies that make up the Northern Ireland Civil Service.

The Freedom of Information (Scotland) Act 2002 applies in Scotland. This legislation lies outside the scope of the monitoring work on which this bulletin is based. However, the Scotland Office has been included here because, although it deals with matters relating to Scotland, it is based in England and hence falls under the scope of the Freedom of Information Act 2000 rather than the corresponding Scottish legislation.

The following is a full list of the bodies covered by the monitoring statistics in the first quarter of 2014.

## **Departments of State**

Attorney General's Office  
Cabinet Office  
Communities and Local Government  
Department for Business, Innovation and Skills  
Department for Culture, Media and Sport  
Department for Education  
Department for Environment, Food and Rural Affairs  
Department for International Development  
Department for Transport  
Department for Work and Pensions  
Department of Energy and Climate Change  
Department of Health  
Foreign and Commonwealth Office  
HM Treasury  
Home Office  
Ministry of Defence  
Ministry of Justice  
Northern Ireland Office  
Scotland Office  
UK Export Finance  
Wales Office

## **Other monitored bodies**

Charity Commission  
Competition and Markets Authority  
Crown Prosecution Service  
Debt Management Office  
Food Standards Agency  
Health and Safety Executive  
HM Land Registry  
HM Revenue and Customs  
National Archives  
National Savings and Investments  
Office for National Statistics  
Office for Standards in Education (OFSTED)  
Office of Gas and Electricity Markets (OFGEM)  
Office of Rail Regulation  
Ordnance Survey  
Royal Mint  
Rural Payments Agency  
Serious Fraud Office  
Treasury Solicitor's Department  
Water Services Regulation Authority (OFWAT)



## Notes

1. The following departmental changes occurred between the beginning of April 2012 and the end of June 2014 – the period covered by the tables in this bulletin

As of 1<sup>st</sup> April 2014, the Office of Fair Trading (OFT) closed. It transferred the majority of its functions and responsibilities to the Competition and Markets Authority (CMA). The CMA's FoI statistics are now collected instead.

2. The figures provided by a number of Departments of State count requests received by one or more of their agencies, as well those received by the departments themselves. The departments and agencies affected are shown below.

### Cabinet Office

Figures include requests received by the following:

Requests that were addressed to 10 Downing Street

Central Office of Information

### Department for Business, Innovation and Skills

Figures include requests received by the following agencies:

Met Office

### Department for Education

Figures include requests received by the following agencies:

Standards and Testing Agency  
Education Funding Agency  
Teaching Agency  
National College for School Leadership

### Department for Transport

Figures include requests received by the following agencies:

Driving Standards Agency  
Driver and Vehicle Licensing Agency  
Highways Agency  
Marine and Coastguard Agency  
Vehicle Certification Agency  
Vehicle and Operator Services Agency

## Department for Work and Pensions

Figures include requests received by the following agencies:

- Child Maintenance and Enforcement Commission
- Disability and Carers' Service
- Jobcentre plus
- Pension Service

## HM Treasury

Figures include requests received by the Office for Budget Responsibility.

## Home Office

From 2006 onwards, figures include requests received by the Criminal Records Bureau, the Borders and Immigration Agency, and the UK Passport Service. The latter agency was absorbed within the Identity and Passport Service from 1 April 2006. Previously supplied figures for the year 2005 only included requests received by the Home Office itself. From 1 April 2011, the National Fraud Authority was included in requests supplied by the Home Office.

## Ministry of Defence

Figures include requests received by the following agencies:

- Defence Support Group (DSG),
- Defence Science and Technology Laboratory (DSTL)
- UK Hydrographic Office (UKHO)

## Ministry of Justice

Figures include requests received by HM Courts and Tribunals Service where they were referred to the department's Data Access and Compliance Unit.

## Annex D: Explanatory notes

The United Kingdom Statistics Authority has designated these statistics as National Statistics, in accordance with the Statistics and Registration Service Act 2007 and signifying compliance with the Code of Practice for Official Statistics.

Designation can be broadly interpreted to mean that the statistics:

- meet identified user needs;
- are well explained and readily accessible;
- are produced according to sound methods; and
- are managed impartially and objectively in the public interest.

Once statistics have been designated as National Statistics it is a statutory requirement that the Code of Practice shall continue to be observed.

The statistics in this bulletin relate to the handling by central government bodies of information requests received under the Freedom of Information Act 2000 (FOI Act) and the Environmental Information Regulations 2004 (EIRs). They are collected and published by the Ministry of Justice (MoJ), with assistance from Freedom of Information officers across central government.

The FOI Act received Royal Assent on 30 November 2000. Under the Act, anybody may request information from a public authority which has functions in England, Wales and/or Northern Ireland. The Act confers two statutory rights on applicants:

- To be told whether or not the public authority holds that information; and if so,
- To have that information communicated to them.

These statutory rights came into force on 1 January 2005. The MoJ is the lead department responsible for the FOI Act. Further information is available at:

[www.gov.uk/make-a-freedom-of-information-request/the-freedom-of-information-act](http://www.gov.uk/make-a-freedom-of-information-request/the-freedom-of-information-act)

The (amended) EIRs also came into force on 1 January 2005, to coincide with the FOI Act. They clarify and extend previous rights to environmental information held by public authorities. The Department for Environment, Food and Rural Affairs (Defra) is the lead department responsible for the EIRs. Further information is available from the Gov.uk website:

[www.gov.uk/government/publications/guidance-on-Folaeirs](http://www.gov.uk/government/publications/guidance-on-Folaeirs)

These statistics are derived from monitoring returns submitted to MoJ in July and August 2014. They relate to information requests received during the period 1 April to 30 June 2014. Thanks are due to FOI officers for their work in preparing these returns. The collection of monitoring data began on the 21st working day after the last day of this period (i.e. on 29<sup>th</sup> July 2014), since 20 working days is the statutory deadline for public authorities to respond to information requests under both the FOI Act and the EIRs.

Both 'non-routine' information requests and 'routine' information requests (that are covered under Section 21) are counted in these statistics. Important notes on the scope and consistency of these statistics are given in Annex B.

These statistics cover 41 central government bodies. At the commencement of the Act in January 2005, there were 43 bodies covered by the monitoring statistics, but the precise number can change from time to time due to 'Machinery of Government' changes. A full list of the monitored bodies in Q2 2014 is shown in Annex C.

## Contacts

Press enquires on the implementation of the Freedom of Information Act in a particular government body should be addressed to that body's Press Office.

Press enquiries on the contents of this bulletin should be directed to the Ministry of Justice press office:

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Justice Statistics Analytical Services  
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Information Directorate  
Ministry of Justice  
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London  
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General enquiries about the statistical work of the Ministry of Justice can be e-mailed to: [statistics.enquiries@justice.gsi.gov.uk](mailto:statistics.enquiries@justice.gsi.gov.uk)

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