

Freedom of Information Statistics: Implementation in Central Government

**2013 Annual
and
October - December 2013 (Q4)**

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 for its use in 41 central government bodies. This comprises of 21 Departments of State and 20 'other monitored bodies', in the annual period and fourth quarter of 2013.

Number of FOI and EIR requests [see Tables 1 - 3]

The number of FOI (Freedom of Information) and EIR (Environmental Information Regulations) requests recorded by monitored bodies has shown an increasing trend from 2006 to 2013 – an average increase of 6% per year. This follows an initial spike in 2005 when the FOI Act was first introduced.

In 2013 monitored central government bodies received a total of 51,696 requests. This is a 5 per cent increase on the number received in 2012. 12,140 requests were received in October-December (Q4), which is 19 fewer requests than Q4 in 2012

Timeliness of response to requests [see Tables 4, 5]

During 2013, 91 per cent of requests either received a response within the statutory deadline of 20 days or were subject to a permitted deadline extension. This is a fall from the 92 per cent in 2012. The range for all monitored bodies was between 63 and 100 per cent timeliness. In Q4, 91 per cent of requests received a response in time.

Initial outcomes of requests [see Tables 6 - 9]

Of all requests received during 2013 where it was possible to make a substantive decision on whether to release the information being sought, 55 per cent were granted in full. In Q4, 53 per cent were granted in full. The proportion of requests granted in full has generally followed a downward trend since 2005.

Exemptions and exceptions [see Table 10]

In 2013, one or more exemption or exception was applied to 11,419 requests, which is equal to 22 per cent of total FOIs submitted. Compared to 2012, there has been an 8 per cent decrease in the use of exemptions and exceptions by Departments of State. The most common exemption for all monitored bodies, as in previous years, was section 40 (personal data).

Public Interest Tests, Internal Reviews and appeals [see Tables 11 - 16]

A total of 2,832 Internal Reviews were requested in 2013, on the grounds that some or all of the information originally requested was withheld. This represented 5.5 per cent of total requests and is consistent with the rising trend in the proportion of requests reviewed, which stood at 2.6 per cent in 2007.

Of the 2,832 Internal Reviews requested in 2013 and completed by the time the statistics were collected, 76 per cent upheld the initial handling in full, consistent with previous years. Two-thirds (66 per cent) took 20 working days or fewer to complete.

There were 408 appeals made to the Information Commissioner's Office (ICO) relating to the refusal of information requests by monitored bodies in 2013. This represents around 14 per cent of the number of Internal Reviews received by all monitored bodies, and approximately 0.8 per cent of all requests over this period.

In 2013, there were 1,787 requests received by monitored bodies where a statutory Public Interest Test extension was applied to the response deadline and processed in full. Of these, 53 per cent were completed within 20 working days.

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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 the central government monitored bodies for the quarterly period October to December (Q4) 2013 and the 2013 calendar year.

The previous quarterly and annual bulletins, together covering the period from January 2005 to September 2013, are available via the links on the following pages of the Gov.uk website:

www.gov.uk/government/collections/government-foi-statistics

The statistics in this bulletin relate to the handling of written requests for information received by monitored bodies during the relevant time period. **They cover only non-routine – i.e. FOI or EIR - information requests.** These include information requests treated under the FOI Act in this publication, but information given out on request as a part of routine business should not be counted unless it is a request for information that is not already reasonably accessible to the applicant by other means. Annex B gives a complete definition of a non-routine request, and other information on the scope of these statistics. The number of 'routine' information requests is not known. 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. Annex C gives a full list of monitored bodies¹. Over 100,000 bodies are subject to the FOI Act² and a substantial number of FOI requests are sent to those which are non-monitored. The trends which apply to monitored central government bodies cannot be assumed to apply universally.

More information regarding EIRs is available via the link below.

www.gov.uk/government/publications/guidance-on-foiaeirs

Departmental name changes

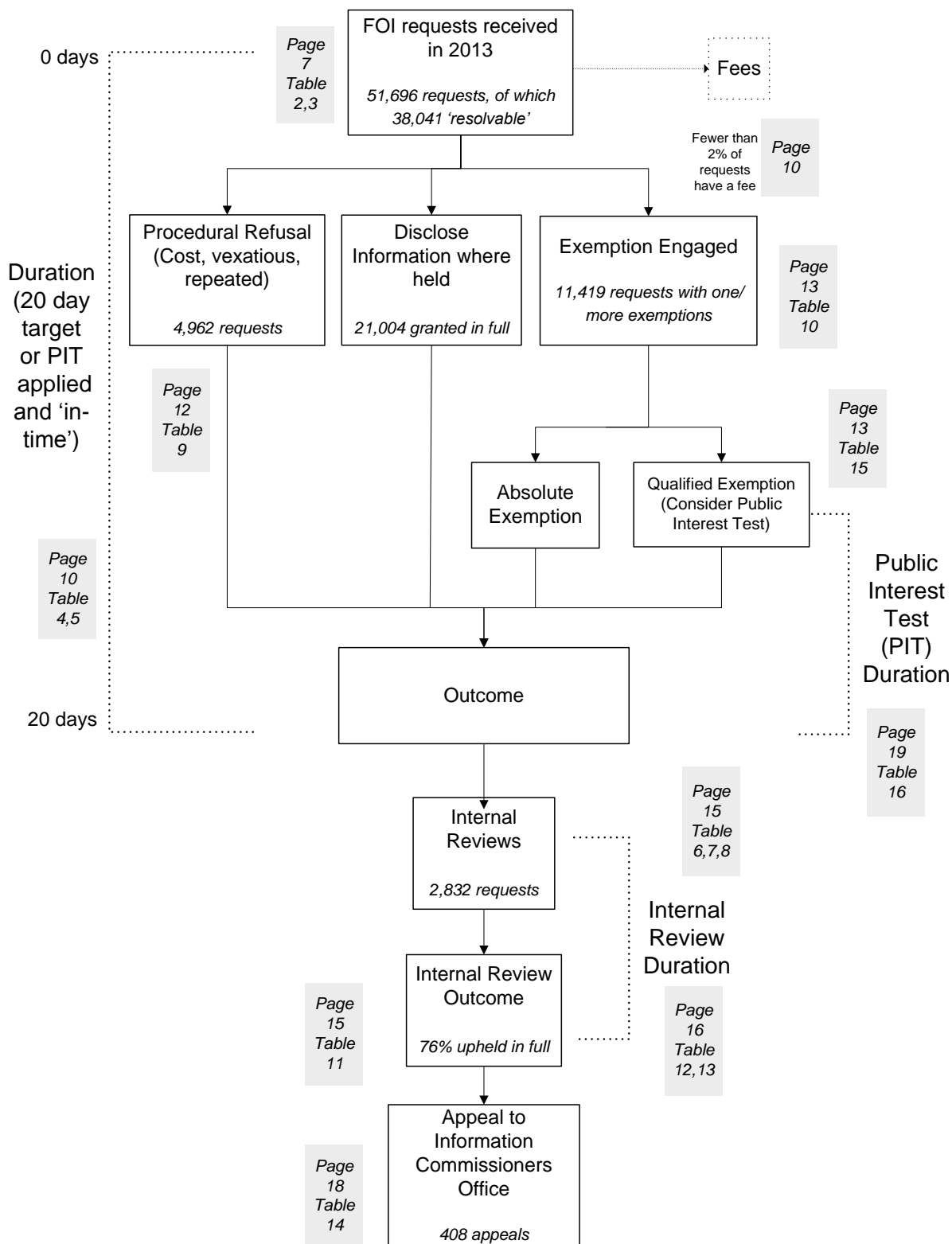
Please refer to Annex C for details of departmental name changes that have occurred since Q1 2013.

¹ 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.

² www.publications.parliament.uk/pa/cm200506/cmhansrd/vo060725/text/60725w0081.htm#06072811011026

Chart 1: Freedom of Information Process Map

The process map shown in Chart 1 provides information on the set of data collected from monitored bodies and where they are placed in this publication.



Analysis and Commentary

Number of requests [see Tables 1, 2, 3]

In 2013, monitored central government bodies received a total of 51,696 “non-routine” information requests under the FOIA and the associated EIRs. This represents a rise of 5 per cent on the 49,464 requests received in 2012, driven primarily by an increase in volumes of requests to Departments of State.

- Departments of State received 35,179 of these requests, an increase of 7 per cent compared to 2012
- Other monitored bodies received the remaining 16,517 requests, which is 1 per cent fewer than in 2012.

During the fourth quarter (Q4) of 2013, the monitored central government bodies received a total of 12,140 requests. Of these, Departments of State received 8,400 requests and the other monitored bodies received the remaining 3,740 requests.

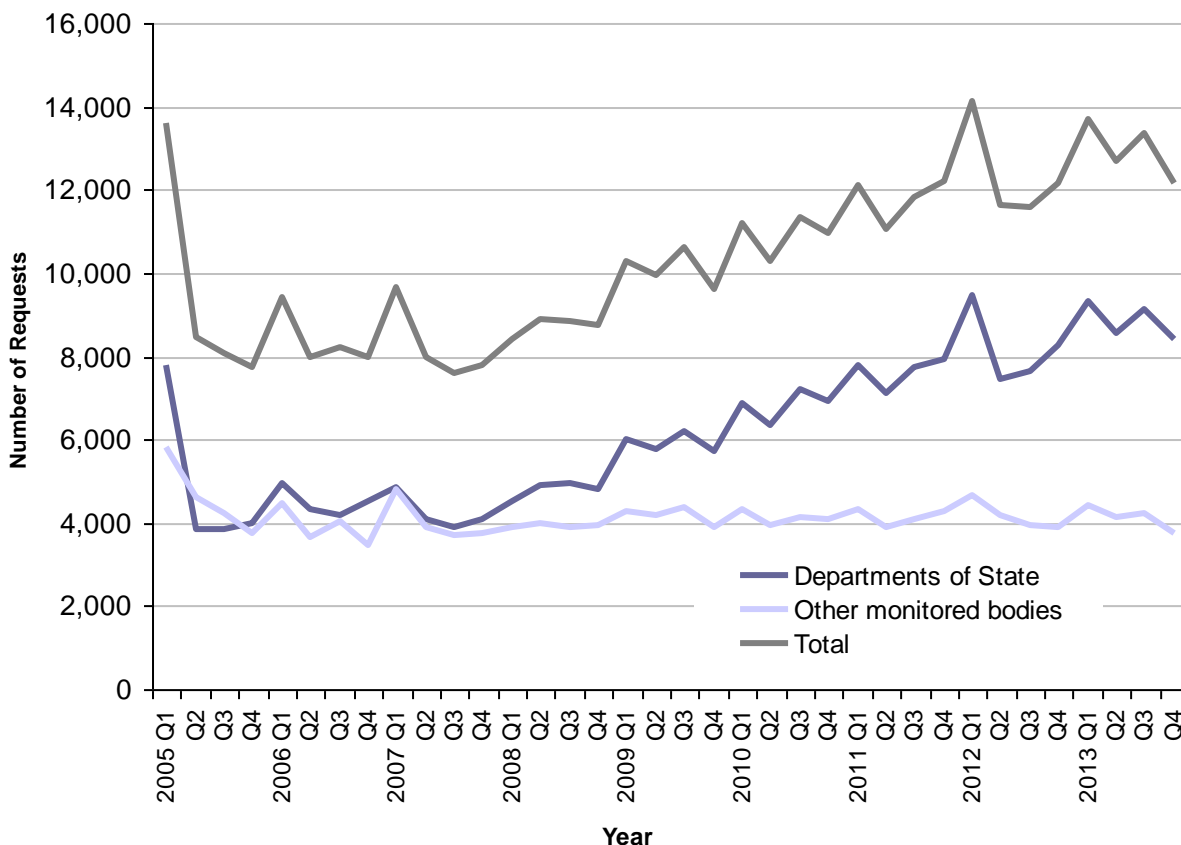
This overall total for Q4 of 2013 is 19 fewer requests than in the corresponding quarter last year but represents a decrease of 9 per cent in comparison to the preceding quarter (Q3 2013).

There is a wider trend of rising numbers of FOI requests, driven in part by:

- a greater public perception over time of the FOI Act and its uses; and
- the increased ease with which members of the public can make requests, for example the creation of websites allowing questions to be submitted to monitored bodies³.

³ See pages 109-110, Memorandum to the Justice Select Committee, Post-Legislative Assessment of the FOI Act 2000, www.justice.gov.uk/downloads/publications/policy/moj/post-legislative-assessment-of-the-foi-act.pdf

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



The initial surge in requests when the Act was introduced in 2005 was driven partly by the inclusion at that time of routine as well as non-routine requests. For example, some bodies included in their statistics simple phone call requests for pre-existing information.

By Monitored Body

The four monitored bodies whose volume of FOI requests grew the most between 2012 and 2013 are:

- Ministry of Justice, by 1,099 requests (a 35 per cent increase)
- Department for Work and Pensions, by 822 requests (a 17 per cent increase)
- The National Archives, by 484 (a 17 per cent increase).
- Department for Education, by 450 (a 34 per cent increase)

While there are no definitive reasons for these increases, one explanation could be that they are due to topical issues that provoke wide scale public interest. This might include policy areas around welfare reforms, free schools and academies, legal aid or the recent police investigation 'Operation Yew Tree' into sexual abuse allegations. An increasing awareness of the FOI Act in general may also be partly responsible.

The Health and Safety Executive (HSE) reported the largest drop in requests (by 864, a 13 per cent decrease). Possible reasons for this include a proactive effort by the HSE to publish information, and recent changes to regulations on 'Reporting of Injuries, Diseases and Dangerous Occurrences'.

Of the Departments of State, the Department for Work and Pensions reported having received the highest number of requests during 2013 – a total of 5,600. The following departments received more than 3,000 requests during the year:

- Ministry of Justice – 4,281
- Department for Transport – 3,583
- Ministry of Defence – 3,558
- Home Office – 3,532

Despite the drop in requests to the HSE, among other monitored bodies they reported having received the highest number of requests during 2013 (5,767), while the National Archives received 3,340 and HM Revenue and Customs received 2,166. The HSE 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. These three bodies together accounted for around 68 per cent of all requests received by all the other monitoring bodies. Therefore the trends for the other monitored bodies group as a whole are heavily dependant on the trends for these three particular bodies.

The FOI Act applies to over 100,000 public bodies⁴, including all local authorities and schools. The requests made to the 41 monitored bodies covered in this bulletin represent an unknown fraction of the total volume of FOI requests made.

Environmental Information Regulations

Monitoring statistics also show the number of requests that fell fully or mostly under the Environmental Information Regulations (EIRs). There were 1,879 such requests during 2013 (a small increase from the 1,756 received in 2012), and 534 during Q4 of 2013. In both periods, these totals accounted for 4 per cent of all requests received by monitored bodies.

Of monitored bodies receiving requests falling under the EIRs, the HSE, the Rural Payments Agency, the Department for Environment, Food and Rural Affairs and the Department for Energy and Climate Change received the most (over 250 requests each). Between them they received 73 per cent of requests which fall under the EIRs.

⁴www.publications.parliament.uk/pa/cm200506/cmhansrd/vo060725/text/60725w0081.htm#06072811011026

Use of fees

Section 9 of the FOI Act makes provision for public authorities to charge a fee for providing information requested under the Act. Authorities can charge a fee both for those requests that fall outside the 'appropriate cost limit' (£600 for central government, £450 for other public authorities) and for certain disbursements that are incurred when handling a request.

Of the 51,696 requests received by monitored bodies during the year, 791 (1.5 per cent) were subject to a fee being levied by the authority involved. Almost all (786) of these requests were made to the National Archives (TNA), who routinely charge fees for FOI/EIR work (under a separate fees regime) under section 19 of the FOI Act. TNA levied a fee in 24 per cent of cases in 2013, accounting for over 99 per cent of all fee charged requests in 2013, and 99 per cent of all the fee monies received.

The total amount of fees received by monitored bodies for answering FOI / EIR requests during 2013 was £47,593 and the average value of paid fees was £60. This compares to the last three years average fee paid of £56 (2010), £61 (2011) and £61 (2012) respectively.

Timeliness of response to requests *[see Tables 4, 5]*

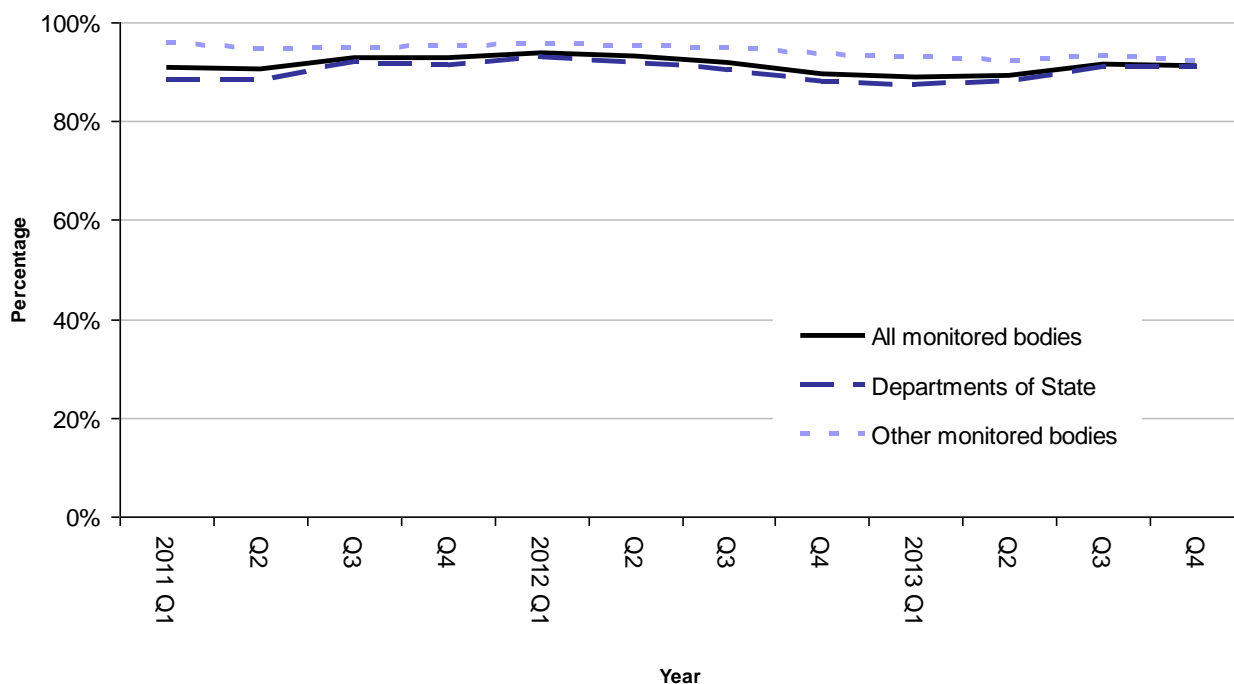
The FOI Act requires public bodies to respond to written requests for information within 20 working days of receipt (the standard deadline). In limited circumstances, additional time is allowed for the consideration of public interest. Those answered within this extended time period are classed as "in time".

In previous publications, annual timeliness figures were based on the aggregated four quarterly monitoring returns completed for a given calendar year. However for some monitored bodies, this method did not always provide accurate results as there were inconsistencies between the combined quarters and the overall year end figures. For this reason, the process of measuring timeliness has been altered, with annual data now being used. This provides a more accurate picture of the overall numbers of FOI / EIR requests received, principally because they were collected more recently.

During 2013, 86 per cent of requests received were sent a substantive response within this standard deadline – down from 88 per cent in 2012. Overall, 91 per cent of the requests received during 2013 were responded to "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 2012. The range of timeliness for monitored bodies within the standard deadline was 56 per cent to 100 per cent. Between 63 per cent and 100 per cent of requests were "in time".

Departments of State answered 85 per cent of requests within the 20 day limit in 2013, compared with 89 per cent for the other monitored bodies. However, Departments of State were more likely to use the permitted extension of the 20-day deadline to allow for consideration of the balance of the public interest. As a result, the proportion of requests answered "in time" in 2013 was more closely matched, at 90 per cent for Departments of State and 92 per cent for other monitored bodies. Figure 2 shows that the trend of other monitored bodies being more timely than Departments of State has held over the last three years.

Figure 2: Percentage of FOI requests processed in time by Departments of State and other monitored bodies, quarterly from Q1 2011



In the fourth quarter of 2013, 91 per cent of requests were answered “in time” (one percentage point fewer than the third quarter of 2013) and 87 per cent were sent a response within the standard deadline (the same as Q3 2013).

Initial outcomes of requests [see Tables 6, 7, 8, 9]

In 2013, of the 51,696 requests received by all monitored bodies:

- 48 requests were “on hold” awaiting a fee payment or had “lapsed” because a fee had been charged but not paid;
- 10,031 requests sought information that was not held by the monitored body in question;
- 3,576 requests were responded to with requests for clarification (‘advice and assistance’) because the body handling the request needed further details in order to identify the information sought.

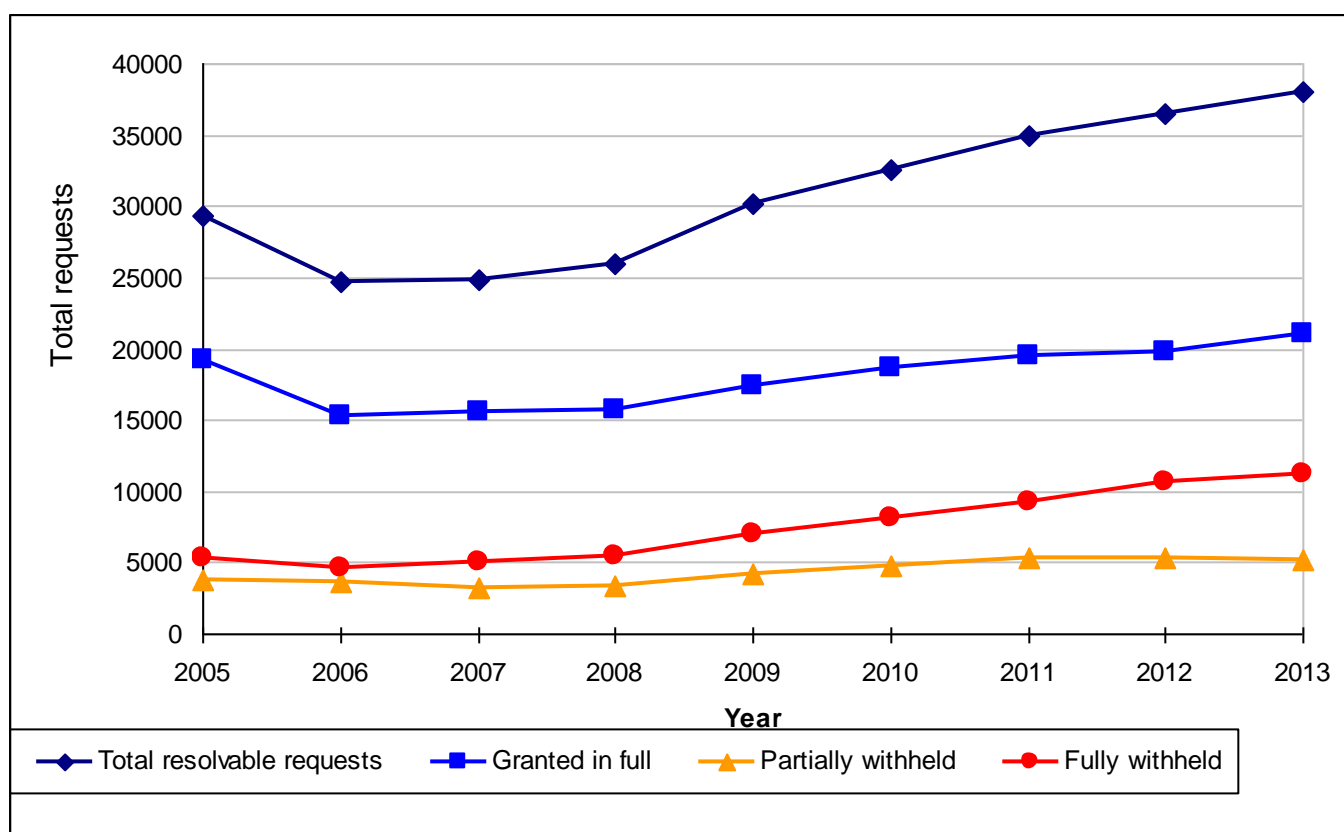
The remaining 38,074 requests were assumed to be “resolvable”, in that it was possible to give a substantive decision on whether to release the information being sought.

Of the 38,074 “resolvable” requests:

- 55 per cent were granted in full, up from 54 per cent in 2012; the proportion of requests granted in full has generally followed a downward trend since 2005.
- 13 per cent were withheld in part; this proportion has been generally stable since 2010.
- 30 per cent were withheld in full; this proportion has been slowly increasing since 2005.
- 2 per cent had not yet received a substantive response at the time of monitoring.

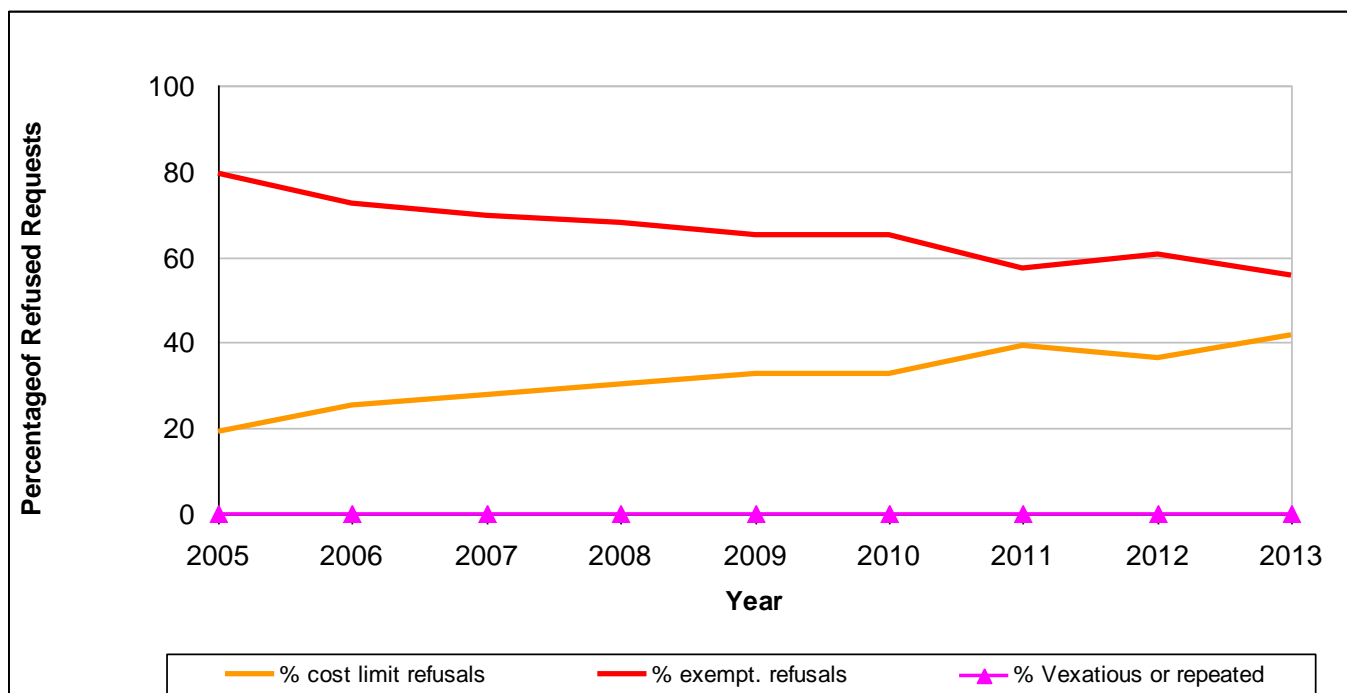
Figure 3 illustrates the outcome of resolvable requests since 2005. It shows that the proportion of requests granted in full has slowly reduced since the act was introduced, while the proportion of those refused in full has increased. This may reflect a changing nature of requests as the monitored bodies have made more routine information available to the public.

Figure 3: Initial outcomes of resolvable requests, 2005 - 2013



Of the 11,251 requests rejected in full in 2013: 173 were considered vexatious, 107 were repeated FOI requests, 4,682 were over the cost limit as defined in section 12 of the act, and 6,289 were due to an exemption or exception. The long term trend has been an increasing percentage of cost limit refusals and a decreasing percentage of exemption refusals, as seen in figure 4. The percentage of vexatious requests has remained constant since 2005.

Figure 4: Breakdown of refused resolvable FOI requests over time



In the fourth quarter of 2013:

Of the 12,094 requests received by the monitored bodies: 46 were on hold or had lapsed by the end of the quarter; 2,452 sought information not held; and 875 needed further clarification.

Of the remaining 8,767 “resolvable” requests:

- 53 per cent were granted in full, down from 55 per cent in Q3 2013;
- 13 per cent were withheld in part, the same as Q3 2013;
- 31 per cent were withheld in full, up from the 27 per cent in Q3 2013;
- 4 per cent had not yet received a substantive response at the time of monitoring, down 1 percentage point from Q3 2013.

Use of exemptions and exceptions [see Table 10]

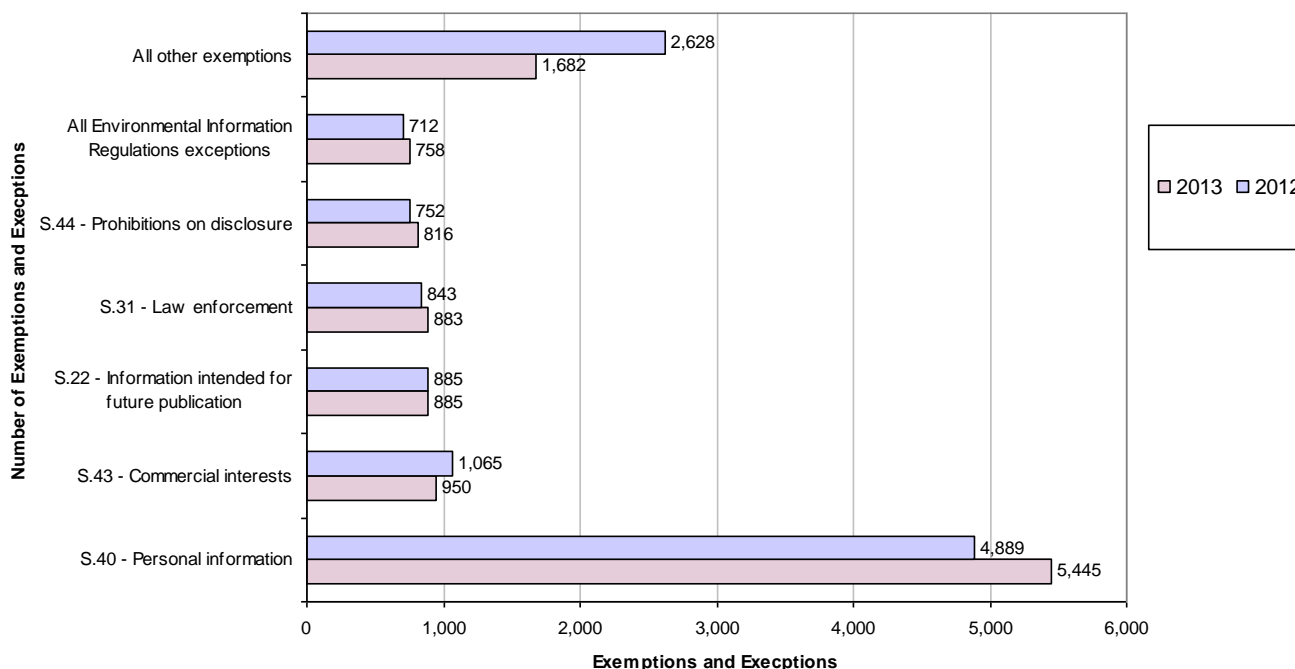
Under the FOI Act, a public authority can only refuse to provide requested information that it holds if:

- The request is considered vexatious or repeated;
- The cost of compliance would exceed the appropriate limit;
- The information falls in one or more of the categories of exempt information (“exemptions”) listed in Part II of the Act.

There are similar arrangements that apply to certain types of information under the EIRs. These list a number of “exceptions to the duty to disclose environmental information” in Part 3 of the Regulations.

In 2013, one or more of these exemptions or exceptions was applied to a total of 11,419 requests across all monitored bodies. The five most commonly applied exemptions or exceptions in 2013 and the change in their use from 2012 is illustrated in figure 5:

Figure 5: Requests where FOI exemptions and EIR exceptions were applied by monitored bodies during 2013



The overall use of exemptions has decreased by 3 per cent since 2012, when 11,774 exemptions and exceptions were applied. This may be in part down to the noticeable decrease in the use of section 35 (formulation of government policy). In 2012, there were 1485 uses of section 35, which was the second most used exemption. In contrast, by 2013, it was applied to just 758 requests (a fall of 49 per cent).

Consistent with the rise in the number of EIRs, there has been an increase in the use of EIR exceptions from 512 exceptions to 758, an increase of 6 per cent.

Section 40 (personal information) was the most widely used exemption, which continues the upward trend seen over previous years. For other exemptions, the profile of exemption usage differed between Departments of State and other monitored bodies, and reflects the different functions that these bodies perform.

Departments of State were more likely than other monitored bodies to have applied exemptions under Section 35 (formulation of government policy, etc.), Section 43 (commercial interests), Section 36 (prejudice to effective conduct of public affairs) and Section 22 (information intended for future publication) when withholding requested information. Similar trends have been seen in previous years, and likely reflect the role of Departments of State at the centre of government policy-making.

By contrast, other monitored bodies were more likely than Departments of State to use Section 30 (investigations and proceedings conducted by public authorities) and Section 44 (prohibitions on disclosure). This similarly reflects their roles either as regulators or as administrative bodies whose functions are prescribed in legislation.

Internal Reviews in 2012 and 2013 [see Tables 11, 12, 13]

Applicants are able to ask a public authority for an Internal Review if they are not content with the public authority's initial decision on whether or not to release requested information, if their request was not dealt with within 20 working days or if they felt a fee was wrongly charged. This process should be a fair and thorough review of the initial decision.

Figures relating to Internal Reviews are collected annually only.

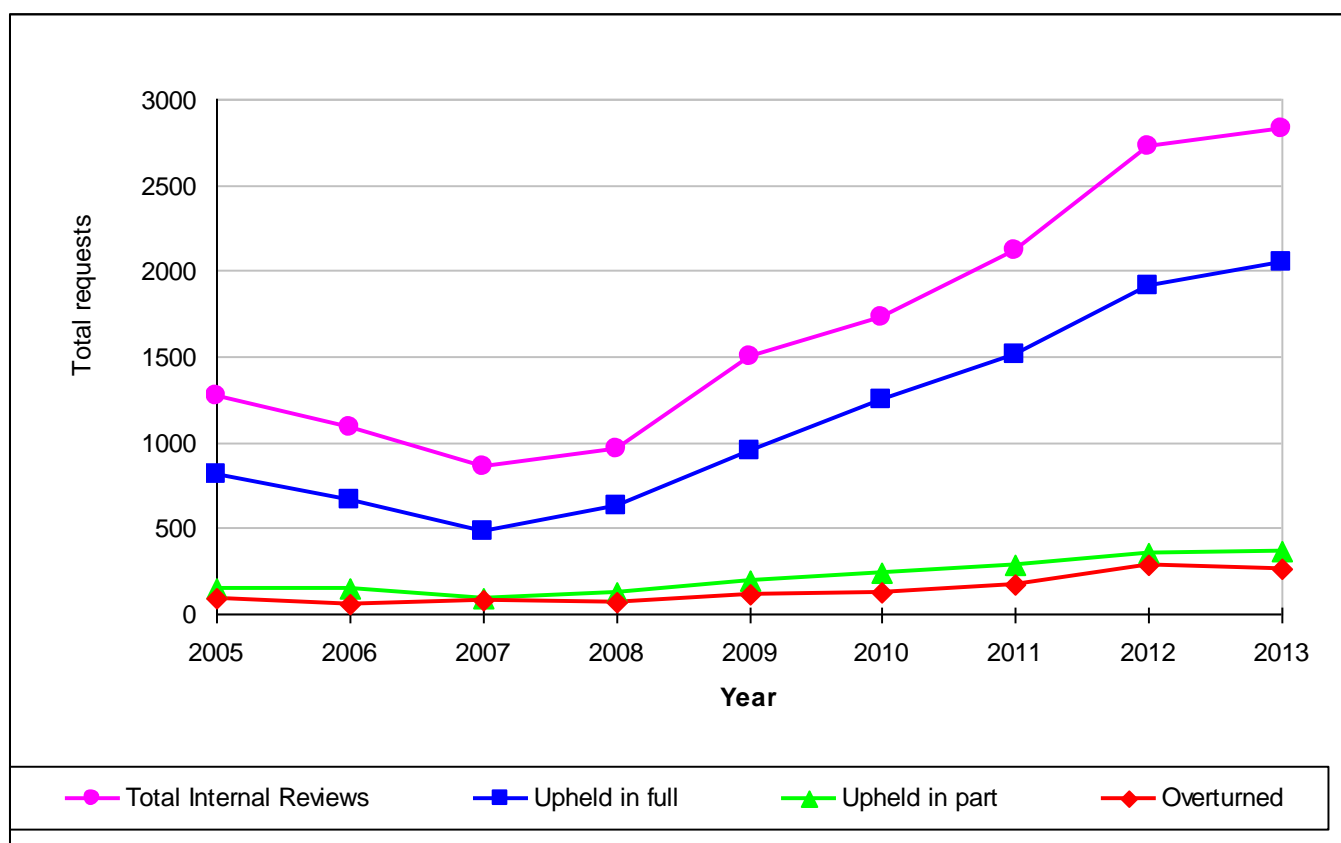
Across all monitored bodies, a total of 2,832 Internal Reviews were reported as having been initiated on information requests initially received during 2013 on the grounds that some or all of the requested information was originally withheld. This is 4 per cent higher than the number in the previous year (2,724). The percentage of internal reviews as a proportion of total requests has remained constant since 2012 at 5.5 per cent.

The outcome of 2,679 of these Internal Reviews was known at the time of monitoring. Of these:

- The initial handling of the request under review was upheld fully in 76 per cent of these cases;
- The initial handling was upheld partially in a further 14 per cent of cases;
- In the remaining 10 per cent of cases, the requester's complaint was upheld and the initial handling of the request was overturned.

The number of Internal Reviews has been increasing since 2007, as illustrated by figure 7.

Figure 7: Number of Internal Reviews and breakdown of their outcomes



Departments of State were more likely to receive Internal Reviews than other monitored bodies. Departments of State received 68 Internal Reviews per 1,000 information requests submitted during 2013, compared to 27 among other monitored bodies. Other monitored bodies were more likely to uphold the original handling in full than Departments of State (83 per cent against 75 per cent respectively).

The number of Internal Reviews as a percentage of refused requests is also following an upwards trend. By the end of the monitoring period in 2007, 10 per cent of refused requests had an internal review, but by 2013 this had increased to 25 per cent.

Durations of Internal Reviews received in 2013

The Code of Practice issued under Section 45 of the FOI Act states that Internal Review procedures should “encourage a prompt determination of the complaint”. All monitored bodies were able to provide information on the number and duration of Internal Reviews, with the exception of the HSE, who were only able to provide information on the number of Internal Reviews and not their duration. Of the rest of the monitored bodies, 2,832 Internal Reviews had been undertaken on requests initially received in 2013, and 2,679 (95 per cent) of these had been completed by the time these statistics were collected.

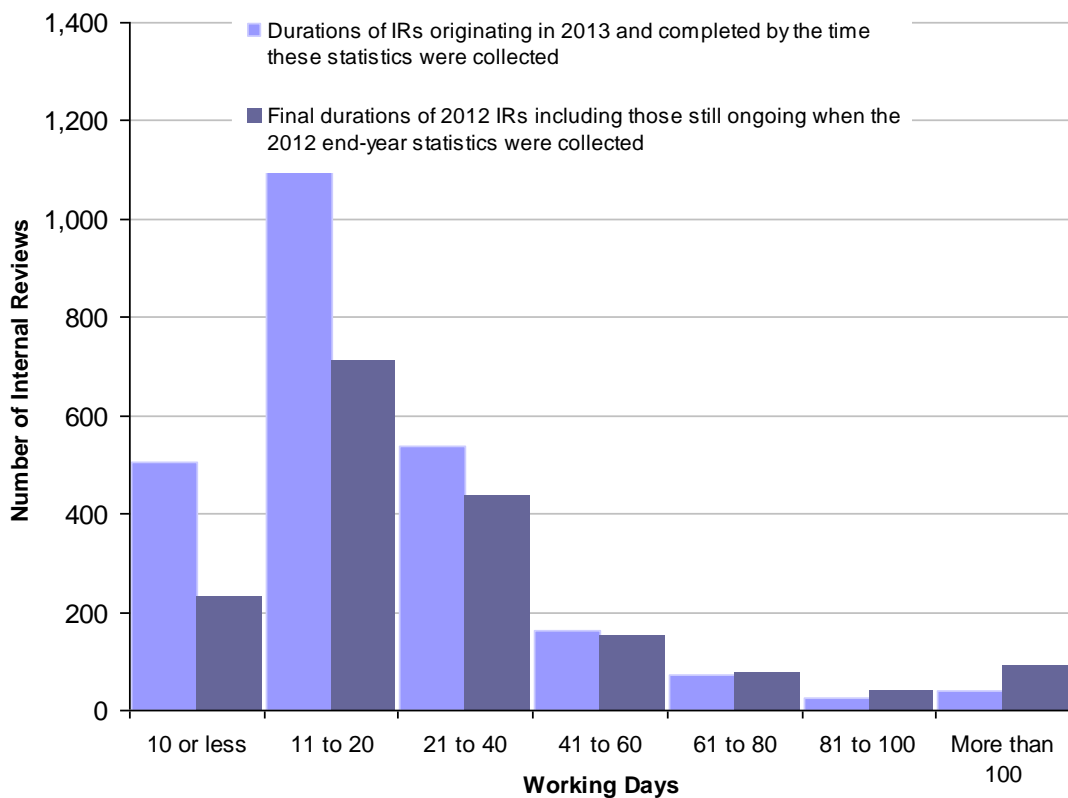
- 66 per cent of these Internal Reviews took 20 working days or fewer;
- 26 per cent took between 21 and 60 working days;
- 4 per cent took between 60 and 100 days;
- 1 per cent took more than 100 days⁵.

Duration of Internal Reviews originating in previous year, 2012

Some Internal Reviews began in 2012 but were ongoing when the previous end-year statistics were collected. These have subsequently been resolved and their timeliness is illustrated in Figure 8.

For those 40 monitored bodies able to provide these figures, there were 178 requests subject to an Internal Review which had not reached a conclusion by the time the 2012 annual statistics were collected. Of these, 48 per cent took longer than 60 working days to complete (and 35 per cent took more than 100 days). Figure 8 shows the timeliness of Internal Reviews originating in 2012 and 2013.

Figure 8: Internal Review Timeliness originating in 2013 and eventual timeliness of those originating in 2012



⁵ Percentages may not sum to 100 due to rounding

Post Legislative Scrutiny of the Freedom of Information Act suggested introducing a statutory time limit of 20 days for an internal review, unless a third party is required for consultation with a permitted extension of an addition 20 days for exceptionally complex or voluminous requests⁶.

The government responded by saying they are minded to amend the Code of Practice to suggest a 20 day limit but that such a change should not be statutory⁷. Of the internal reviews already answered from 2013, 66 per cent of requests would have met this 20 day deadline and 86 per cent if the extension were applied.

Appeals to the Information Commissioner in 2013 [see Table 14]

If a requester has applied for an Internal Review of a public authority's response to a FOI request, but remains dissatisfied with the outcome, he or she is able make a free formal appeal to the Information Commissioner's Office (ICO). The ICO is the independent regulator of public authorities in their handling of information requests. Full details of the role of the ICO and how to make an appeal can be found on its website at: www.ico.gov.uk.

Formal complaints to the ICO often relate to complex and difficult issues and the ICO's response is not subject to any statutory time limit. Data has been collected on appeals where some or all of the information requested has been withheld from the applicant. These figures do not relate to purely procedural matters and will therefore be different to the ICO's own figures on FOI appeals case work.

Figures relating to appeals to the ICO are collected annually only.

During 2013, there were 408 appeals to the ICO relating to the refusal of information requests by monitored bodies, compared to the 351 in the previous year. This represents 0.8 per cent of all requests received. A total of 273 of these appeals had been completed at the time of monitoring. Of these,

- the public authority's initial handling of the request was fully upheld in 211 cases (77 per cent);
- the initial handling was partially upheld in a further 27 (10 per cent);
- in the remaining 35 (13 per cent) of cases, the applicant's complaint was upheld.

Of the 408 appeals to the ICO, 315 related to requests originally received by Departments of State, suggesting that they are more likely than other monitored bodies to have their response to an FOI request appealed.

If the requester or government body is not satisfied with the ICO's decision, the case can be taken to the First Tier Tribunal (Information Rights). For more information, see the Annual Tribunal statistics published on www.justice.gov.uk/statistics/tribunals/annual-stats

⁶ See page 14 in Justice Select Committee, Post-Legislative Assessment of the Freedom of Information Act 2000, July 2011

⁷ See page 14 in the Government's Response to the Justice Committee's Report, December 2011

Duration of public interest test extensions [see Tables 15, 16]

Under some exemptions of the FOI Act, defined as qualified exemptions, a public authority receiving an information request is required to consider whether or not the public interest in disclosing the information outweighs the public interest in withholding it. Under the Act, a public authority is permitted to extend the 20-day time limit for responding to requests, in order to make this public interest test consideration.

Figures relating to the duration of public interest test extensions (PITs) are collected annually only.

Durations of PITs received in 2013

There were 1,965 requests received by monitored bodies in 2013 where a statutory PIT extension was applied to the response deadline and for which extension duration data are available. 1,787 requests had been processed in full by the time of monitoring. Of these⁸,

- 53 per cent completed the public interest test consideration in 20 working days or fewer;
- 35 per cent took between 20 and 60 working days;
- 8 per cent took between 60 and 100 days;
- 3 per cent took more than 100 days.

ICO Good Practice Guidance states that best practice is an extension of 20 days or fewer⁹. In total, of all requests resolved in 2013, 90% of FOI requests were answered within the original 20 days or within a further 20 day PIT extension.

Duration of PITs originating in 2012¹⁰

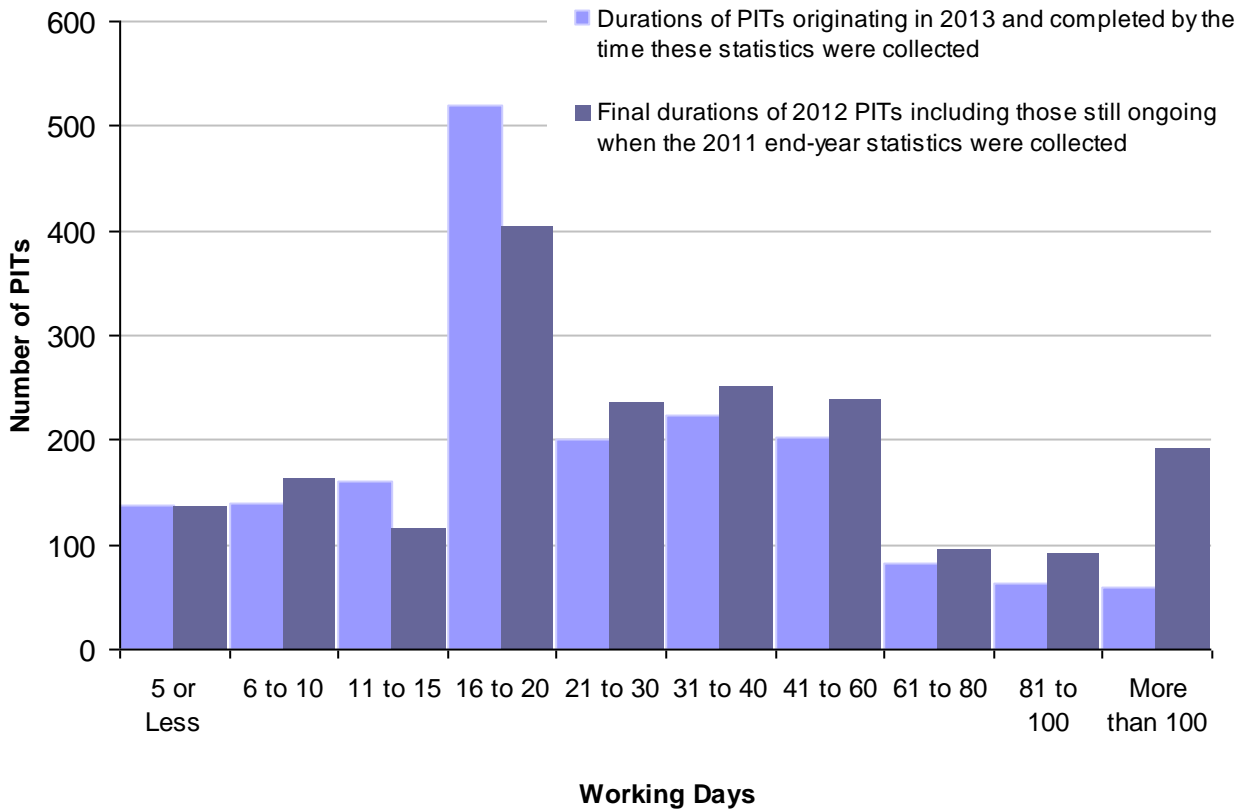
Some public interest test extensions originating in 2012, which were still ongoing when the 2012 end-year statistics were collected. For those monitored bodies which were able to provide data, there were 245 requests that had a statutory extension applied in the previous period (2012) but had not been finalised by year end. Of these, 12 per cent took fewer than 20 working days to complete, 61 per cent took longer than 60 working days and 49 per cent took more than 100 days). PIT timeliness of requests originating in 2012 and 2013 is given in figure 6.

⁸ Percentages may not sum to 100 due to rounding

⁹ http://ico.org.uk/~media/documents/library/Freedom_of_Information/Detailed_specialist_guides/time-for-compliance-foia-guidance.pdf

¹⁰ Some monitored bodies were not able to provide data on the duration of deadline extensions. These figures may, therefore, not reflect the complete picture across all monitored bodies.

Figure 6: Public Interest Test Timeliness originating in 2013 and eventual timeliness of those originating in 2012



Annex A: Statistical Tables

- Table 1 Summary statistics, 2010 to 2013
- Table 2 Number of non-routine information requests received by monitored bodies during 2013 and the quarter October – December 2013, and their status at the time of end-of-year monitoring
- Table 3 Number of non-routine information requests received by monitored bodies, by quarter, since 1 January 2011
- Table 4 Timeliness of response to non-routine information requests received by monitored bodies during 2013 and the quarter October – December 2013
- Table 5 Proportion of non-routine information requests received by monitored bodies that were answered “in time”, by quarter, since 1 January 2011
- Table 6 Initial outcomes of non-routine information requests received by monitored bodies during 2013
- Table 7 Initial outcomes of non-routine information requests received by monitored bodies from 1 October – 31 December 2013
- Table 8 Proportion of resolvable non-routine information requests received by monitored bodies that were granted in full, by quarter, since 1 January 2011
- Table 9 Statutory reasons given by monitored bodies for fully withholding non-routine information requested during 2013
- Table 10 Exemptions (FOI) and exceptions (EIRs) applied by monitored bodies when withholding non-routine information requested during 2013
- Table 11 Outcomes of Internal Reviews of non-routine information requests received by monitored bodies during 2013, where the requested information was initially withheld
- Table 12 Duration of completed Internal Reviews of non-routine information requests received by monitored bodies during 2013, where the requested information was initially withheld
- Table 13 Duration of Internal Reviews of non-routine information requests received by monitored bodies in 2011, where the requested information was initially withheld, and which were reported as not completed in the 2012 end-year monitoring statistics

Table 14 Outcomes of appeals to the Information Commissioner's Office (ICO) about the handling of non-routine information requests received by monitored bodies during 2013

Table 15 Duration of deadline extensions to allow for the consideration of Public Interest which were applied to non-routine information requests received by monitored bodies during 2013

Table 16 Duration of deadline extensions to allow for the consideration of Public Interest which were applied to non-routine information requests received by monitored bodies during 2012, and which were reported as not completed in the 2012 end-year monitoring statistics

Symbols and conventions

- Not applicable
- 0 Nil
- * Percentage not supplied because the number of qualifying requests is 20 or fewer
- # 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 a previous monitoring period, see Annex C

Complete sets of figures showing the summary figures from the start of the Act, the latest period October-December 2013 and the 2013 calendar year can be found in accompanying files on the Ministry of Justice website at:

www.gov.uk/government/collections/government-foi-statistics

TABLE 1
Summary statistics, 2010 to 2013

	Departments of State	Other monitored bodies	TOTAL
<u>Initial handling of requests</u>			
Total number of non-routine information requests received by monitored bodies			
2010	27,410	16,511	43,921
2011	30,531	16,610	47,141
2012	32,828	16,636	49,464
2013	35,179	16,517	51,696
% change, 2012 to 2013	7%	-1%	5%
Proportion of requests received (excluding on-hold or lapsed¹) where response was provided within 20-day deadline²			
2010	83%	91%	86%
2011	85%	93%	87%
2012	86%	92%	88%
2013	85%	89%	86%
Proportion of requests received (excluding on-hold or lapsed¹) where response was provided "in time"³			
2010	88%	95%	91%
2011	90%	95%	92%
2012	91%	95%	92%
2013	90%	92%	91%
Proportion of "resolvable"⁴ requests granted in full			
2010	59%	55%	57%
2011	56%	55%	56%
2012	55%	53%	54%
2013	57%	51%	55%
Proportion of "resolvable"⁴ requests withheld in full⁵			
2010	24%	27%	25%
2011	27%	26%	27%
2012	30%	28%	29%
2013	29%	30%	30%
<u>Internal Reviews</u>			
Total number of Internal Reviews⁶ on non-routine information requests, where requested information was initially withheld			
2010	1,349	380	1,729
2011	1,709	405	2,114
2012	2,274	450	2,724
2013	2,385	447	2,832
Proportion of Internal Reviews⁶ with a known outcome where initial handling was upheld in full			
2010	77%	79%	77%
2011	76%	79%	77%
2012	73%	84%	75%
2013	75%	83%	76%
<u>Appeals to the Information Commissioner</u>			
Total number of appeals to the Information Commissioner's Office⁷ on non-routine information requests received			
2010	176	52	228
2011	286	64	350
2012	285	66	351
2013	315	93	408

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 - 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.

3 - Requests answered within the 20-day limit (30 days for the National Archives) or using a permitted extension. "Permitted extensions" include: requests where the 20-day deadline for response under the Freedom of Information Act is extended to allow for consideration of the balance of the public interest; requests where the 20-day deadline for response under the Environmental Information Regulations is extended because of the complexity or volume of the request.

4 - "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.

5 - "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.

6 - Applicants are able to ask a public authority for an "Internal Review" if they are not content with the public authority's initial decision on whether to release requested information. This process should be a fair and impartial review of the initial decision. Requesters who are still not content with the outcome of the Internal Review can make a formal appeal to the Information Commissioner if they wish (see Section 50 of the FOI Act)

7 - If an applicant is not satisfied with the outcome of a public authority's "Internal Review" of the handling of their information request, they may make a formal appeal to the Information Commissioner. If the Commissioner decides that the public authority has not complied with the FOI Act, he may issue a "decision notice" setting out the steps to be taken in order to achieve compliance.

TABLE 2

Number of non-routine information requests received in 2013 and 1 October - 31 December 2013 with their status at time of monitoring¹

Government body	2013 total requests received	Request status at time of monitoring ¹				Q4 2013 requests received	Request status at time of monitoring ¹			
		Processed	"On hold" or lapsed ²	Still being processed	Number handled under EIRs ³		Processed	"On hold" or lapsed ²	Still being processed	Number handled under EIRs ³
TOTAL for all monitored bodies	51,696	50,992	48	656	1,879	12,140	11,754	46	340	534
TOTAL for Departments of State only	35,179	34,777	1	401	1,030	8,400	8,140	0	260	327
TOTAL for other monitored bodies	16,517	16,215	47	255	849	3,740	3,614	46	80	207
Departments of State										
Attorney General's Office	257	255	0	2	0	64	60	0	4	0
Cabinet Office #	1,759	1,721	0	38	2	435	414	0	21	2
Communities and Local Government	840	820	1	19	117	175	157	0	18	34
Department for Business, Innovation and Skills #	997	996	0	1	27	234	233	0	1	7
Department for Culture, Media and Sport #	512	509	0	3	22	124	121	0	3	9
Department for Education #	1,759	1,740	0	19	1	439	423	0	16	1
Department for Environment, Food and Rural Affairs	844	831	0	13	381	237	226	0	11	135
Department for International Development	470	467	0	3	22	123	120	0	3	3
Department for Transport #	3,583	3,576	0	7	165	1,008	1,002	0	6	42
Department for Work and Pensions #	5,600	5,592	0	8	2	1,257	1,249	0	8	0
Department of Energy and Climate Change	741	736	0	5	266	212	208	0	4	85
Department of Health	1,996	1,995	0	1	1	398	396	0	2	1
UK Export Finance	110	110	0	0	1	22	22	0	0	0
Foreign and Commonwealth Office	1,225	1,180	0	45	7	309	282	0	27	2
HM Treasury #	2,636	2,593	0	43	6	522	505	0	17	6
Home Office #	3,532	3,488	0	44	0	768	736	0	32	0
Ministry of Defence #	3,558	3,484	0	74	5	903	860	0	43	0
Ministry of Justice #	4,281	4,211	0	70	5	1,068	1,026	0	42	0
Northern Ireland Office	203	200	0	3	0	46	44	0	2	0
Scotland Office	146	143	0	3	0	30	30	0	0	0
Wales Office	130	130	0	0	0	26	26	0	0	0

TABLE 2 continued

Number of non-routine information requests received in 2013 and 1 October - 31 December 2013 with their status at time of monitoring¹

Government body	2013 total requests received	Request status at time of monitoring ¹				Q4 2013 requests received	Request status at time of monitoring ¹			
		Processed	"On hold" or lapsed ²	Still being processed	Number handled under EIRs ³		Processed	"On hold" or lapsed ²	Still being processed	Number handled under EIRs ³
Other bodies included in monitoring										
Charity Commission	624	624	0	0	0	142	142	0	0	0
Crown Prosecution Service	669	645	0	24	0	160	147	0	13	0
Debt Management Office	62	62	0	0	0	9	9	0	0	0
Food Standards Agency	217	214	0	3	1	35	32	0	3	1
Health and Safety Executive	5,767	5,583	1	183	325	1,246	1,220	1	25	74
HM Land Registry	396	395	1	0	0	72	72	0	0	0
HM Revenue and Customs	2,166	2,155	0	11	10	576	566	0	10	3
National Archives	3,340	3,266	45	29	3	713	644	45	24	0
National Savings and Investments	118	118	0	0	0	29	29	0	0	0
Office for National Statistics	266	266	0	0	0	48	48	0	0	0
Office for Standards in Education	742	740	0	2	0	209	207	0	2	0
Office of Fair Trading	351	351	0	0	1	83	83	0	0	0
Office of Gas and Electricity Markets (OFGEM)	291	291	0	0	107	94	94	0	0	31
Office of Rail Regulation	207	207	0	0	0	42	42	0	0	0
Ordnance Survey	85	85	0	0	0	20	20	0	0	0
Royal Mint	18	18	0	0	0	7	7	0	0	0
Rural Payments Agency	494	494	0	0	397	112	112	0	0	96
Serious Fraud Office	135	133	0	2	0	23	21	0	2	0
Treasury Solicitor's Department	351	350	0	1	0	69	68	0	1	0
Water Services Regulation Authority (OFWAT)	218	218	0	0	5	51	51	0	0	2

Notes

- 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 previous monitoring period, see Annex C

1 - Monitoring returns were submitted to the Ministry of Justice (MoJ) during February 2014

2 - 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.

3 - The amended Environmental Information Regulations 2004 (EIRs) came into force on 1 January 2005 to coincide with the FOI Act.

TABLE 3
Number of non-routine information requests received by monitored bodies, by quarter, since 1 January 2011

Government body	2011				2012				2013			
	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
TOTAL for all monitored bodies	12,128	11,029	11,829	12,221	14,116	11,634	11,563	12,159	13,712	12,668	13,370	12,140
TOTAL for Departments of State only	7,783	7,124	7,738	7,942	9,452	7,468	7,646	8,251	9,312	8,537	9,145	8,400
TOTAL for other monitored bodies	4,345	3,905	4,091	4,279	4,664	4,166	3,917	3,908	4,400	4,131	4,225	3,740
<i>Departments of State</i>												
Attorney General's Office	31	42	36	44	49	48	21	43	53	65	78	64
Cabinet Office #	395	349	426	509	492	378	357	378	452	466	405	435
Communities and Local Government	250	221	242	230	179	168	241	193	247	212	208	175
Department for Business, Innovation and Skills #	293	256	273	229	299	231	247	232	227	238	298	234
Department for Culture, Media and Sport #	142	195	161	177	184	185	128	122	136	134	138	124
Department for Education #	328	245	289	287	349	313	332	315	476	454	390	439
Department for Environment, Food and Rural Affairs	183	150	166	164	200	179	147	170	176	170	243	237
Department for International Development	110	122	125	125	117	106	80	105	106	114	127	123
Department for Transport #	898	710	812	778	892	713	701	836	873	693	1,074	1,008
Department for Work and Pensions #	877	763	937	927	1,326	1,005	1,156	1,282	1,457	1,356	1,513	1,257
Department of Energy and Climate Change	125	115	131	159	216	144	147	197	168	154	207	212
Department of Health	617	417	478	433	1,077	417	430	483	567	524	514	398
UK Export Finance	23	36	18	21	27	18	9	10	27	29	32	22
Foreign and Commonwealth Office	367	344	292	348	390	336	279	332	285	338	293	309
Government Equalities Office †	21	-	-	-	-	-	-	-	-	-	-	-
HM Treasury #	356	480	654	688	759	624	713	679	779	689	642	522
Home Office #	866	786	813	867	923	900	973	1,110	1,129	884	893	768
Ministry of Defence #	957	830	930	877	914	844	817	853	940	816	904	903
Ministry of Justice #	847	901	835	933	910	757	757	781	1,083	1,103	1,038	1,068
Northern Ireland Office	37	61	51	60	58	46	49	53	56	41	60	46
Scotland Office	18	54	35	48	43	30	25	40	41	34	41	30
Wales Office	42	47	34	38	48	26	37	37	34	23	47	26

TABLE 3 continued

Number of non-routine information requests received by monitored bodies, by quarter, since 1 January 2011

Government body	2011				2012				2013			
	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
Other bodies included in monitoring												
Central Office of Information	12	10	7	11	-	-	-	-	-	-	-	-
Charity Commission	268	276	293	306	322	219	146	127	173	151	158	142
Child Maintenance and Enforcement Commission	70	79	59	68	75	65	-	-	-	-	-	-
Crown Prosecution Service	104	100	132	117	162	141	171	142	181	160	165	160
Debt Management Office	18	11	11	12	17	15	9	6	13	25	15	9
Food Standards Agency	30	24	32	28	36	49	25	34	98	44	40	35
Health and Safety Executive	1,757	1,620	1,637	1,603	1,795	1,599	1,617	1,641	1,657	1,447	1,417	1,246
HM Land Registry	61	57	46	60	72	79	55	88	98	133	93	72
HM Revenue and Customs	429	461	461	443	611	501	447	524	518	518	554	576
National Archives	756	506	715	929	750	743	720	643	864	861	902	713
National Savings and Investments	26	29	24	23	30	25	17	21	30	16	43	29
Office for National Statistics	89	60	62	59	43	46	67	71	73	61	84	48
Office for Standards in Education	241	208	172	169	212	183	140	162	166	172	186	209
Office of Fair Trading	132	107	114	81	111	72	92	105	96	85	87	83
Office of Gas and Electricity Markets (OFGEM)	30	38	26	38	45	41	52	64	56	67	74	94
Office of Rail Regulation	47	42	41	95	44	39	39	31	45	58	62	42
Ordnance Survey	23	28	31	22	29	22	23	17	15	16	35	20
Royal Mint	4	4	5	4	5	16	4	4	5	1	5	7
Rural Payments Agency	105	101	118	97	118	121	117	99	109	131	136	112
Serious Fraud Office	24	26	22	15	25	36	21	37	28	46	37	23
Treasury Solicitor's Department	101	89	65	79	131	135	133	66	141	85	56	69
Water Services Regulation Authority (OFWAT)	18	29	18	20	31	19	22	26	34	54	76	51

Notes

- Figures supplied by these departments of state count non-routine information requests received by one or more of their agencies, as well those received by the departments themselves. Annex C gives full details.

† - Government body changed during previous monitoring period, see Annex C

TABLE 4

Timeliness of response to non-routine information requests received by monitored bodies from 2013 and from 1 October - 31 December 2013

Government body	2013 requests received (excluding on-hold and lapsed ¹)	Timeliness of response			Percentage meeting deadline	Percentage meeting deadline or with permitted extension	Q4 requests received (excluding on-hold and lapsed ¹)	Timeliness of response			Percentage meeting deadline	Percentage meeting deadline or with permitted extension
		20-day deadline met	Permitted extension ² to deadline	Late response (i.e. deadline missed)				20-day deadline met	Permitted extension ² to deadline	Late response (i.e. deadline missed)		
TOTAL for all monitored bodies	51,648	44,551	2,224	5,080	86%	91%	12,094	10,504	524	1,066	87%	91%
TOTAL for Departments of State only	35,178	29,788	1,760	3,637	85%	90%	8,400	7,197	432	771	86%	91%
TOTAL for other monitored bodies	16,470	14,763	464	1,443	90%	92%	3,694	3,307	92	295	90%	92%
Departments of State												
Attorney General's Office	257	230	11	16	89%	94%	64	60	2	2	94%	97%
Cabinet Office #	1,759	1,287	230	241	73%	86%	435	303	71	61	70%	86%
Communities and Local Government	839	648	88	104	77%	88%	175	130	14	31	74%	82%
Department for Business, Innovation and Skills #	997	893	76	28	90%	97%	234	209	20	5	89%	98%
Department for Culture, Media and Sport #	512	454	49	9	89%	98%	124	105	13	6	85%	95%
Department for Education #	1,759	1,484	50	225	84%	87%	439	362	12	65	82%	85%
Department for Environment, Food and Rural Affairs	844	694	143	5	82%	99%	237	182	49	6	77%	97%
Department for International Development	470	432	32	6	92%	99%	123	114	8	1	93%	99%
Department for Transport #	3,583	3,365	79	145	94%	96%	1,008	961	17	30	95%	97%
Department for Work and Pensions #	5,600	5,184	48	368	93%	93%	1,257	1,172	8	77	93%	94%
Department of Energy and Climate Change	741	669	52	20	90%	97%	212	190	16	6	90%	97%
Department of Health	1,996	1,959	34	5	98%	100%	398	384	12	2	96%	99%
UK Export Finance	110	87	0	23	79%	79%	22	17	0	5	77%	77%
Foreign and Commonwealth Office	1,225	801	276	148	65%	88%	309	195	57	57	63%	82%
HM Treasury #	2,636	2,407	134	94	91%	96%	522	470	29	23	90%	96%
Home Office #	3,532	1,975	262	1,295	56%	63%	768	559	61	148	73%	81%
Ministry of Defence #	3,558	2,943	168	447	83%	87%	903	755	43	105	84%	88%
Ministry of Justice #	4,281	3,820	17	444	89%	90%	1,068	932	0	136	87%	87%
Northern Ireland Office	203	194	2	9	96%	97%	46	43	0	3	93%	93%
Scotland Office	146	132	9	5	90%	97%	30	28	0	2	93%	93%
Wales Office	130	130	0	0	100%	100%	26	26	0	0	100%	100%

TABLE 4 continued

Timeliness of response to non-routine information requests received by monitored bodies from 2013 and from 1 October - 31 December 2013

Government body	2013 requests received (excluding on-hold and lapsed ¹)	Timeliness of response			Percentage meeting deadline	Percentage meeting deadline or with permitted extension	Q4 requests received (excluding on-hold and lapsed ¹)	Timeliness of response			Percentage meeting deadline	Percentage meeting deadline or with permitted extension
		20-day deadline met	Permitted extension ² to deadline	Late response (i.e. deadline missed)				20-day deadline met	Permitted extension ² to deadline	Late response (i.e. deadline missed)		
Other bodies included in monitoring												
Charity Commission	624	582	4	38	93%	94%	142	132	2	8	93%	94%
Crown Prosecution Service	669	463	1	205	69%	69%	160	102	0	58	64%	64%
Debt Management Office	62	62	0	0	100%	100%	9	9	0	0	*	*
Food Standards Agency	217	186	30	1	86%	100%	35	30	5	0	86%	100%
Health and Safety Executive	5,766	5,107	128	530	89%	91%	1,245	1,123	19	103	90%	92%
HM Land Registry	395	392	0	3	99%	99%	72	72	0	0	100%	100%
HM Revenue and Customs	2,166	1,959	5	202	90%	91%	576	512	2	62	89%	89%
National Archives ^	3,328	3,022	213	55	91%	97%	668	610	42	16	91%	98%
National Savings and Investments	118	110	2	6	93%	95%	29	25	2	2	86%	93%
Office for National Statistics	266	237	0	29	89%	89%	48	46	0	2	96%	96%
Office for Standards in Education	742	704	15	23	95%	97%	209	200	4	5	96%	98%
Office of Fair Trading	351	329	0	22	94%	94%	83	74	0	9	89%	89%
Office of Gas and Electricity Markets (OFGEM)	291	254	18	28	87%	93%	94	79	6	9	84%	90%
Office of Rail Regulation	207	187	11	9	90%	96%	42	38	3	1	90%	98%
Ordnance Survey	85	82	3	0	96%	100%	20	20	0	0	*	*
Royal Mint	18	15	2	1	*	*	7	6	0	1	*	*
Rural Payments Agency	494	408	17	64	83%	86%	112	94	3	15	84%	87%
Serious Fraud Office	135	106	13	16	79%	88%	23	20	2	1	87%	96%
Treasury Solicitor's Department	351	349	1	1	99%	100%	69	67	1	1	97%	99%
Water Services Regulation Authority (OFWAT)	218	209	1	210	96%	96%	51	48	1	2	94%	96%

Notes

- Figures supplied by these departments of state count non-routine information requests received by one or more of their agencies, as well those received by the departments themselves. Annex C gives full details.

^ - 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.

* - These percentages are not shown because the number of qualifying requests is 20 or fewer.

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:

Requests where the 20-day deadline for response under the Freedom of Information Act is extended to allow for consideration of the balance of the public interest.

Requests where the 20-day deadline for response under the Environmental Information Regulations is extended because of the complexity or volume of the request.

TABLE 5

Proportion of non-routine information requests received that were answered "in time", by quarter, since 1 January 2011 (see footnote)

Government body	2011				2012				2013			
	Q1: Jan-Mar	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	Q3: Jul-Sep	Q4: Oct-Dec
TOTAL for all monitored bodies	91%	90%	93%	93%	94%	93%	92%	90%	89%	89%	92%	91%
TOTAL for Departments of State only	88%	88%	92%	91%	93%	92%	90%	88%	87%	88%	91%	91%
TOTAL for other monitored bodies	96%	94%	95%	95%	95%	95%	95%	93%	93%	92%	93%	92%
Departments of State												
Attorney General's Office	100%	98%	100%	100%	96%	100%	95%	98%	100%	95%	95%	97%
Cabinet Office #	42%	55%	85%	92%	93%	92%	93%	95%	86%	83%	85%	86%
Communities and Local Government	96%	93%	92%	96%	94%	96%	92%	91%	87%	92%	89%	82%
Department for Business, Innovation and Skills #	93%	83%	88%	93%	93%	98%	99%	96%	96%	99%	96%	98%
Department for Culture, Media and Sport #	99%	100%	100%	99%	98%	100%	100%	100%	99%	97%	96%	95%
Department for Education #	72%	87%	81%	75%	78%	84%	74%	82%	89%	87%	87%	85%
Department for Environment, Food and Rural Affairs	91%	92%	93%	84%	91%	92%	93%	96%	89%	89%	100%	97%
Department for International Development	98%	99%	98%	98%	100%	99%	98%	99%	99%	99%	98%	99%
Department for Transport #	92%	91%	93%	92%	95%	96%	96%	95%	96%	96%	96%	97%
Department for Work and Pensions #	98%	95%	96%	93%	89%	85%	83%	79%	92%	95%	94%	94%
Department of Energy and Climate Change	89%	91%	87%	97%	95%	97%	96%	96%	97%	96%	99%	97%
Department of Health	100%	100%	100%	100%	100%	100%	100%	100%	100%	99%	100%	99%
UK Export Finance	78%	69%	*	100%	93%	*	*	*	78%	66%	94%	77%
Foreign and Commonwealth Office	95%	94%	92%	95%	91%	91%	96%	93%	95%	88%	88%	82%
Government Equalities Office †	100%	*	*	*	*	-	-	-	-	-	-	-
HM Treasury #	98%	98%	98%	98%	99%	95%	99%	96%	98%	96%	96%	96%
Home Office #	95%	96%	96%	88%	93%	89%	84%	72%	50%	53%	72%	81%
Ministry of Defence #	76%	81%	84%	85%	89%	90%	86%	87%	84%	87%	89%	88%
Ministry of Justice #	84%	75%	86%	91%	92%	92%	92%	90%	90%	88%	89%	87%
Northern Ireland Office	97%	98%	96%	87%	67%	87%	96%	98%	96%	98%	97%	93%
Scotland Office	*	98%	100%	98%	98%	93%	100%	90%	95%	100%	98%	93%
Wales Office	90%	83%	97%	95%	96%	85%	59%	86%	100%	100%	100%	100%

TABLE 5 continued

Proportion of non-routine information requests received that were answered "in time", by quarter, since 1 January 2011 (see footnote)

Government body	2011				2012				2013			
	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
Other bodies included in monitoring												
Central Office of Information †	*	*	*	*	-	-	-	-	-	-	-	-
Charity Commission	97%	91%	94%	95%	97%	95%	90%	96%	91%	96%	95%	94%
Child Maintenance and Enforcement Commission †	99%	100%	98%	*	97%	98%	-	-	-	-	-	-
Crown Prosecution Service	93%	92%	89%	90%	97%	93%	90%	85%	77%	71%	64%	64%
Debt Management Office	*	*	*	*	*	*	*	*	*	100%	*	*
Food Standards Agency	100%	100%	97%	96%	100%	98%	100%	100%	100%	100%	98%	100%
Health and Safety Executive	93%	94%	95%	94%	94%	94%	95%	93%	91%	89%	92%	92%
HM Land Registry	100%	100%	100%	100%	99%	97%	100%	98%	99%	98%	100%	100%
HM Revenue and Customs	94%	92%	90%	92%	92%	92%	90%	90%	92%	90%	92%	89%
National Archives ^	100%	100%	100%	100%	99%	99%	98%	98%	98%	99%	98%	98%
National Savings and Investments	100%	93%	100%	91%	100%	96%	*	95%	97%	*	95%	93%
Office for National Statistics	100%	78%	84%	86%	95%	83%	93%	80%	88%	77%	98%	96%
Office for Standards in Education	100%	99%	98%	98%	100%	99%	97%	96%	96%	97%	97%	98%
Office of Fair Trading	95%	98%	96%	96%	98%	100%	99%	92%	97%	96%	92%	89%
Office of Gas and Electricity Markets (OFGEM)	90%	87%	92%	89%	91%	88%	92%	97%	88%	94%	78%	90%
Office of Rail Regulation	96%	100%	95%	98%	86%	92%	95%	97%	96%	95%	95%	98%
Ordnance Survey	91%	100%	100%	*	100%	100%	100%	*	*	*	100%	*
Royal Mint	*	*	*	*	*	*	*	*	*	*	*	*
Rural Payments Agency	100%	93%	99%	100%	100%	100%	100%	100%	99%	97%	94%	87%
Serious Fraud Office	92%	100%	55%	100%	92%	86%	76%	76%	79%	80%	92%	96%
Treasury Solicitor's Department	99%	99%	100%	99%	98%	99%	95%	100%	98%	98%	100%	99%
Water Services Regulation Authority (OFWAT)	*	86%	*	100%	94%	*	100%	69%	94%	96%	96%	96%

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

^ - 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.

* - These percentages are not shown because the number of qualifying requests is 20 or fewer.

† - Government body changed during previous monitoring period, see Annex C

Notes: 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:

Requests where the 20-day deadline for response under the Freedom of Information Act is extended to allow for consideration of the balance of the public interest.

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 this calculation.

TABLE 6
Initial outcomes of non-routine information requests received by monitored bodies during 2013

Government body	Total requests received (excluding on-hold and lapsed ¹)	Requests where advice and assistance ² provided	Requests where information not held	Total "resolvable" requests ³	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 ⁴	Response not yet provided ⁵		
TOTAL for all monitored bodies	51,648	3,576	10,031	38,041	21,004	5,130	11,251	656	55%	30%
TOTAL for Departments of State only	35,178	2,370	6,972	25,836	14,765	3,098	7,572	401	57%	29%
TOTAL for other monitored bodies	16,470	1,206	3,059	12,205	6,239	2,032	3,679	255	51%	30%
Departments of State										
Attorney General's Office	257	0	154	103	45	12	44	2	44%	43%
Cabinet Office #	1,759	216	537	1,006	268	132	568	38	27%	56%
Communities and Local Government	839	0	153	686	456	128	83	19	66%	12%
Department for Business, Innovation and Skills #	997	37	300	660	255	170	234	1	39%	35%
Department for Culture, Media and Sport #	512	65	96	351	220	48	80	3	63%	23%
Department for Education #	1,759	127	278	1,354	931	148	256	19	69%	19%
Department for Environment, Food and Rural Affairs	844	78	150	616	365	141	97	13	59%	16%
Department for International Development	470	6	65	399	260	36	100	3	65%	25%
Department for Transport #	3,583	81	1,201	2,301	1,737	255	302	7	75%	13%
Department for Work and Pensions #	5,600	37	225	5,338	3,781	223	1,326	8	71%	25%
Department of Energy and Climate Change	741	31	212	498	234	121	138	5	47%	28%
Department of Health	1,996	116	682	1,198	656	129	412	1	55%	34%
UK Export Finance	110	2	10	98	64	22	12	0	65%	12%
Foreign and Commonwealth Office	1,225	114	203	908	275	334	254	45	30%	28%
HM Treasury #	2,636	513	790	1,333	621	131	538	43	47%	40%
Home Office #	3,532	361	606	2,565	1,280	359	882	44	50%	34%
Ministry of Defence #	3,558	185	548	2,825	1,822	272	657	74	64%	23%
Ministry of Justice #	4,281	355	626	3,300	1,282	413	1,535	70	39%	47%
Northern Ireland Office	203	12	90	101	53	14	31	3	52%	31%
Scotland Office	146	33	17	96	78	8	7	3	81%	7%
Wales Office	130	1	29	100	82	2	16	0	82%	16%

TABLE 6 continued
Initial outcomes of non-routine information requests received by monitored bodies during 2013

Government body	Total requests received (excluding on-hold and lapsed ¹)	Requests where advice and assistance ² provided	Requests where information not held	Total "resolvable" requests ³	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 ⁴	Response not yet provided ⁵		
Other bodies included in monitoring										
Charity Commission	624	48	105	471	221	169	81	0	47%	17%
Crown Prosecution Service	669	76	109	484	228	20	212	24	47%	44%
Debt Management Office	62	0	20	42	33	9	0	0	79%	0%
Food Standards Agency	217	5	54	158	65	60	30	3	41%	19%
Health and Safety Executive	5,766	195	1,895	3,676	1,803	786	904	183	49%	25%
HM Land Registry	395	9	32	354	319	25	10	0	90%	3%
HM Revenue and Customs	2,166	80	213	1,873	661	92	1,109	11	35%	59%
National Archives	3,328	529	248	2,551	1,456	414	619	62	57%	24%
National Savings and Investments	118	0	6	112	98	0	14	0	88%	13%
Office for National Statistics	266	0	44	222	200	6	16	0	90%	7%
Office for Standards in Education	742	59	76	607	170	169	266	2	28%	44%
Office of Fair Trading	351	37	18	296	104	44	148	0	35%	50%
Office of Gas and Electricity Markets (OFGEM)	291	28	34	229	179	29	21	0	78%	9%
Office of Rail Regulation	207	45	45	117	45	51	21	0	38%	18%
Ordnance Survey	85	0	23	62	41	12	9	0	66%	15%
Royal Mint	18	1	0	17	10	2	5	0	*	*
Rural Payments Agency	494	83	36	375	260	46	69	0	69%	18%
Serious Fraud Office	135	4	15	116	69	13	32	2	59%	28%
Treasury Solicitor's Department	351	7	56	288	117	67	103	1	41%	36%
Water Services Regulation Authority (OFWAT)	218	0	30	188	160	18	10	0	85%	5%

Notes

Please see the 'Notes on the Tables' section for important information about consistency between tables in this report.

- 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.

* - These percentages are not shown because the number of qualifying requests is 20 or fewer.

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 government 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 (see note above) 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.

TABLE 7

Initial outcomes of non-routine information requests received by monitored bodies from 1 October - 31 December 2013

Government body	Total requests received (excluding on-hold and lapsed ¹)	Requests where advice and assistance ² provided	Requests where information not held	Total "resolvable" requests ³	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 ⁴	Response not yet provided ⁵		
TOTAL for all monitored bodies	12,094	875	2,452	8,767	4,629	1,121	2,677	340	53%	31%
TOTAL for Departments of State only	8,400	630	1,808	5,962	3,281	631	1,790	260	55%	30%
TOTAL for other monitored bodies	3,694	245	644	2,805	1,348	490	887	80	48%	32%
Departments of State										
Attorney General's Office	64	0	41	23	13	0	6	4	57%	26%
Cabinet Office #	435	64	127	244	49	29	145	21	20%	59%
Communities and Local Government	175	0	34	141	90	22	11	18	64%	8%
Department for Business, Innovation and Skills #	234	10	65	159	62	34	62	1	39%	39%
Department for Culture, Media and Sport #	124	18	20	86	51	13	19	3	59%	22%
Department for Education #	439	58	89	292	195	21	60	16	67%	21%
Department for Environment, Food and Rural Affairs	237	24	35	178	103	52	12	11	58%	7%
Department for International Development	123	0	18	105	63	5	34	3	60%	32%
Department for Transport #	1,008	24	447	537	403	58	70	6	75%	13%
Department for Work and Pensions #	1,257	7	33	1,217	836	16	357	8	69%	29%
Department of Energy and Climate Change	212	9	60	143	78	32	29	4	55%	20%
Department of Health	398	40	135	223	99	24	98	2	44%	44%
UK Export Finance	22	0	4	18	9	8	1	0	*	*
Foreign and Commonwealth Office	309	28	52	229	84	59	59	27	37%	26%
HM Treasury #	522	106	162	254	105	40	92	17	41%	36%
Home Office #	768	89	148	531	226	62	211	32	43%	40%
Ministry of Defence #	903	55	149	699	442	58	156	43	63%	22%
Ministry of Justice #	1,068	83	147	838	344	93	359	42	41%	43%
Northern Ireland Office	46	2	24	20	10	3	5	2	*	*
Scotland Office	30	13	5	12	11	0	1	0	*	*
Wales Office	26	0	13	13	8	2	3	0	*	*

TABLE 7 continued

Initial outcomes of non-routine information requests received by monitored bodies from 1 October - 31 December 2013

Government body	Total requests received (excluding on-hold and lapsed ¹)	Requests where advice and assistance ² provided	Requests where information not held	Total "resolvable" requests ³	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 ⁴	Response not yet provided ⁵		
Other bodies included in monitoring										
Charity Commission	142	10	25	107	54	46	7	0	50%	7%
Crown Prosecution Service	160	20	13	127	55	3	56	13	43%	44%
Debt Management Office	9	0	4	5	4	1	0	0	*	*
Food Standards Agency	35	1	7	27	9	8	7	3	33%	26%
Health and Safety Executive	1,245	41	376	828	389	200	214	25	47%	26%
HM Land Registry	72	0	6	66	57	7	2	0	86%	3%
HM Revenue and Customs	576	14	57	505	185	20	290	10	37%	57%
National Archives	668	94	48	526	266	97	139	24	51%	26%
National Savings and Investments	29	0	0	29	26	0	3	0	90%	10%
Office for National Statistics	48	0	12	36	30	1	5	0	83%	14%
Office for Standards in Education	209	10	32	167	41	37	87	2	25%	52%
Office of Fair Trading	83	7	5	71	31	14	26	0	44%	37%
Office of Gas and Electricity Markets (OFGEM)	94	13	12	69	52	14	3	0	75%	4%
Office of Rail Regulation	42	8	13	21	8	9	4	0	38%	19%
Ordnance Survey	20	0	5	15	9	3	3	0	*	*
Royal Mint	7	0	0	7	5	1	1	0	*	*
Rural Payments Agency	112	24	16	72	44	12	16	0	61%	22%
Serious Fraud Office	23	2	1	20	14	1	3	2	*	*
Treasury Solicitor's Department	69	1	6	62	33	9	19	1	53%	31%
Water Services Regulation Authority (OFWAT)	51	0	6	45	36	7	2	0	80%	4%

Notes

- Figures supplied by these departments of state count non-routine information requests received by one or more of their agencies, as well those received by the departments themselves. Annex C gives full details.

* - These percentages are not shown because the number of qualifying requests is 20 or fewer.

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 (see note above) 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.

TABLE 8

Proportion of resolvable non-routine information requests received that were granted in full, by quarter, since 1 January 2011 (see footnote)

Government body	2011				2012				2013			
	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:	Q1:	Q2:	Q3:	Q4:
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
TOTAL for all monitored bodies	54%	54%	56%	55%	53%	53%	53%	55%	55%	53%	55%	53%
TOTAL for Departments of State only	53%	61%	57%	58%	52%	53%	54%	56%	56%	54%	56%	55%
TOTAL for other monitored bodies	57%	54%	53%	52%	54%	54%	50%	52%	52%	51%	51%	48%
Departments of State												
Attorney General's Office	*	*	*	65%	*	29%	*	*	53%	*	36%	57%
Cabinet Office #	12%	23%	42%	30%	28%	19%	29%	33%	23%	24%	25%	20%
Communities and Local Government	78%	76%	70%	71%	70%	71%	62%	72%	61%	69%	63%	64%
Department for Business, Innovation and Skills #	43%	32%	45%	43%	42%	42%	46%	38%	43%	35%	37%	39%
Department for Culture, Media and Sport #	61%	61%	67%	70%	72%	82%	62%	66%	44%	64%	68%	59%
Department for Education #	66%	63%	57%	61%	66%	67%	63%	63%	67%	65%	71%	67%
Department for Environment, Food and Rural Affairs	65%	62%	65%	60%	62%	59%	59%	76%	53%	69%	58%	58%
Department for International Development	61%	68%	70%	62%	75%	67%	69%	74%	74%	58%	69%	60%
Department for Transport #	70%	77%	76%	77%	77%	69%	75%	74%	75%	74%	78%	75%
Department for Work and Pensions #	63%	61%	64%	66%	65%	65%	69%	68%	76%	71%	66%	69%
Department of Energy and Climate Change	45%	59%	39%	55%	36%	40%	33%	41%	42%	37%	49%	55%
Department of Health	63%	69%	69%	76%	30%	42%	46%	58%	57%	54%	59%	44%
UK Export Finance	*	70%	*	*	68%	*	*	*	56%	52%	79%	*
Foreign and Commonwealth Office	28%	21%	34%	32%	26%	20%	34%	32%	23%	26%	29%	37%
Government Equalities Office †	*	*	*	*	-	-	-	-	-	-	-	-
HM Treasury #	54%	45%	45%	42%	37%	36%	26%	46%	44%	46%	50%	41%
Home Office #	51%	51%	51%	49%	49%	44%	47%	47%	37%	40%	42%	43%
Ministry of Defence #	57%	60%	60%	59%	65%	66%	65%	60%	62%	64%	61%	63%
Ministry of Justice #	27%	26%	31%	37%	37%	40%	38%	39%	38%	34%	39%	41%
Northern Ireland Office	*	71%	61%	*	52%	50%	60%	59%	48%	*	74%	*
Scotland Office	*	68%	62%	*	77%	78%	*	72%	70%	77%	86%	*
Wales Office	38%	52%	*	*	*	*	42%	*	96%	95%	73%	*

TABLE 8 continued

Proportion of resolvable non-routine information requests received that were granted in full, by quarter, since 1 January 2011 (see footnote)

Government body	2011				2012				2013			
	Q1: Jan-Mar	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	Q3: Jul-Sep	Q4: Oct-Dec
Other bodies included in monitoring												
Central Office of Information †	*	*	*	*	-	-	-	-	-	-	-	-
Charity Commission	66%	67%	68%	64%	71%	61%	49%	49%	53%	45%	39%	50%
Child Maintenance and Enforcement Commission †	72%	71%	65%	*	77%	72%	-	-	-	-	-	-
Crown Prosecution Service	52%	48%	45%	40%	44%	55%	46%	43%	46%	47%	46%	43%
Debt Management Office	*	*	*	*	*	*	*	*	*	*	*	*
Food Standards Agency	63%	*	57%	79%	48%	50%	55%	48%	38%	39%	62%	33%
Health and Safety Executive	53%	52%	53%	52%	56%	52%	49%	50%	48%	51%	50%	47%
HM Land Registry	76%	84%	92%	87%	92%	97%	96%	95%	86%	91%	95%	86%
HM Revenue and Customs	48%	41%	45%	41%	40%	45%	35%	36%	38%	29%	36%	37%
National Archives	62%	57%	57%	60%	61%	54%	57%	68%	63%	56%	56%	51%
National Savings and Investments	76%	73%	91%	87%	70%	91%	*	*	86%	*	95%	90%
Office for National Statistics	72%	78%	80%	74%	72%	97%	83%	94%	92%	89%	87%	83%
Office for Standards in Education	63%	51%	43%	43%	46%	42%	37%	40%	32%	30%	27%	25%
Office of Fair Trading	14%	19%	20%	20%	25%	27%	29%	28%	32%	35%	30%	44%
Office of Gas and Electricity Markets (OFGEM)	43%	48%	*	57%	61%	51%	59%	79%	68%	81%	71%	75%
Office of Rail Regulation	61%	80%	76%	16%	54%	59%	50%	*	50%	42%	28%	38%
Ordnance Survey	*	*	79%	*	*	*	*	*	*	*	67%	*
Royal Mint	*	*	*	*	*	*	*	*	*	*	*	*
Rural Payments Agency	58%	70%	63%	60%	73%	78%	75%	56%	74%	78%	61%	61%
Serious Fraud Office	*	*	*	*	*	66%	*	50%	57%	31%	44%	*
Treasury Solicitor's Department	35%	57%	68%	64%	46%	33%	43%	34%	32%	38%	50%	53%
Water Services Regulation Authority (OFWAT)	*	*	*	90%	12%	*	*	59%	73%	86%	89%	80%

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

* - These percentages are not shown because the number of qualifying requests is 20 or fewer.

† - Government body changed during previous monitoring period, see Annex C

Notes

"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.

TABLE 9

Statutory reasons given by monitored bodies for fully withholding non-routine information requested during 2013

Government body	Total "resolvable" requests ¹	Total requests where information was fully withheld	Reason for fully withholding information			
			Vexatious FoI request ²	Repeated FoI request ²	Cost of response would exceed cost limit ³	Information is exempt / excepted ⁴
TOTAL for all monitored bodies	38,041	11,251	173	107	4,682	6,289
TOTAL for Departments of State only	25,836	7,572	158	89	3,932	3,393
TOTAL for other monitored bodies	12,205	3,679	15	18	750	2,896
Departments of State						
Attorney General's Office	103	44	0	1	9	34
Cabinet Office #	1,006	568	10	1	200	357
Communities and Local Government	686	83	2	1	28	52
Department for Business, Innovation and Skills #	660	234	0	2	175	57
Department for Culture, Media and Sport #	351	80	0	3	59	18
Department for Education #	1,354	256	1	1	126	128
Department for Environment, Food and Rural Affairs	616	97	2	0	26	69
Department for International Development	399	100	2	0	86	12
Department for Transport #	2,301	302	5	6	92	199
Department for Work and Pensions #	5,338	1,326	45	38	469	774
Department of Energy and Climate Change	498	138	0	0	89	49
Department of Health	1,198	412	1	0	234	177
UK Export Finance	98	12	0	0	11	1
Foreign and Commonwealth Office	908	254	4	1	147	102
HM Treasury #	1,333	538	0	0	308	230
Home Office #	2,565	882	46	16	458	362
Ministry of Defence #	2,825	657	22	6	421	208
Ministry of Justice #	3,300	1,535	17	12	962	544
Northern Ireland Office	101	31	1	0	18	12
Scotland Office	96	7	0	0	4	3
Wales Office	100	16	0	1	10	5

TABLE 9 continued

Statutory reasons given by monitored bodies for fully withholding non-routine information requested during 2013

Government body	Total "resolvable" requests ¹	Total requests where information was fully withheld	Reason for fully withholding information			
			Vexatious FoI request ²	Repeated FoI request ²	Cost of response would exceed cost limit ³	Information is exempt / excepted ⁴
Other bodies included in monitoring						
Charity Commission	471	81	1	0	19	61
Crown Prosecution Service	484	212	3	0	122	87
Debt Management Office	42	0	0	0	0	0
Food Standards Agency	158	30	0	1	12	17
Health and Safety Executive	3,676	904	1	1	17	885
HM Land Registry	354	10	0	1	2	7
HM Revenue and Customs	1,873	1,109	4	13	501	591
National Archives	2,551	619	0	0	3	616
National Savings and Investments	112	14	1	0	5	8
Office for National Statistics	222	16	0	0	1	15
Office for Standards in Education	607	266	1	1	12	252
Office of Fair Trading	296	148	1	0	9	138
Office of Gas and Electricity Markets (OFGEM)	229	21	0	0	11	10
Office of Rail Regulation	117	21	1	0	9	11
Ordnance Survey	62	9	2	0	4	3
Royal Mint	17	5	0	0	0	5
Rural Payments Agency	375	69	0	1	4	64
Serious Fraud Office	116	32	0	0	13	19
Treasury Solicitor's Department	288	103	0	0	0	103
Water Services Regulation Authority (OFWAT)	188	10	0	0	6	4

Notes

- 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.

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 (see note above) since in each of these cases it would not have been possible to resolve the request in the form it was asked.

2 - Where a request for information is vexatious or repeated, public authorities are not obliged to release the information being sought. See Section 14 of the FOI Act.

3 - Section 12 of the FOI Act states that public authorities are not obliged to release information where the cost of complying with the request would exceed the appropriate limit. This limit is set in secondary legislation at £600 for central government departments.

4 - In these cases, the requested information was deemed to fall in one or more of the categories of exempt information ("exemptions") listed in Part II of the FOI Act, or under one of the corresponding "exceptions to the duty to disclose environmental information" in Part 3 of the EIRs.

TABLE 10
Exemptions (FOI) and exceptions (EIRs) applied by monitored bodies when withholding non-routine information requested during 2013

Government body	Total requests where one or more exemptions / exceptions were applied ¹	Exemptions listed in Part 2 ³ of the FoI Act																					
		S.22 - Information intended for future publication	S.23 - Information supplied by, or relating to, bodies dealing with security matters	S.24 - National security	S.26 - Defence	S.27 - International relations	S.28 - Relations within the United Kingdom	S.29 - The economy	S.30 - Investigations and proceedings conducted by public authorities	S.31 - Law enforcement	S.32 - Court records, etc.	S.33 - Audit functions	S.34 - Parliamentary privilege	S.35 - Formulation of Government policy, etc.	S.36 - Prejudice to effective conduct of public affairs	S.37 - Communications with Her Majesty, etc. and honours	S.38 - Health and Safety	S.39 - Environmental information	S.40 - Personal information	S.41 - Information provided in confidence	S.42 - Legal professional privilege	S.43 - Commercial interests	S.44 - Prohibitions on disclosure
TOTAL for all monitored bodies	11,419	885	428	308	128	437	9	42	806	883	231	49	6	758	374	72	210	5,445	588	246	950	816	758
TOTAL for Departments of State only	6,491	778	389	302	121	383	8	41	35	409	191	41	6	736	345	53	115	2,935	270	173	752	137	540
TOTAL for other monitored bodies	4,928	107	39	6	7	54	1	1	771	474	40	8	0	22	29	19	95	2,510	318	73	198	679	218
Departments of State																							
Attorney General's Office	46	1	1	1	0	1	0	0	0	5	1	0	0	13	4	0	0	11	0	8	0	0	0
Cabinet Office #	489	75	58	46	14	49	1	5	0	15	2	4	0	79	16	29	7	94	29	12	46	1	1
Communities and Local Government	180	21	4	0	0	0	0	0	0	3	0	0	0	42	12	2	1	34	8	2	9	1	64
Department for Business, Innovation and Skills #	227	31	11	5	1	20	1	1	1	7	0	0	0	51	37	1	6	159	51	5	99	1	19
Department for Education #	276	77	1	1	0	0	0	0	0	2	0	0	0	22	89	3	0	88	17	11	32	0	0
Department for Culture, Media and Sport #	66	18	1	3	0	0	0	0	0	2	0	0	0	16	1	3	0	26	2	4	4	0	5
Department for Environment, Food and Rural Affairs	210	1	4	3	0	3	0	0	1	3	0	0	0	15	5	1	3	25	2	0	16	0	128
Department for International Development	48	5	3	3	1	12	0	0	0	3	0	0	0	5	0	2	2	22	6	6	10	0	33
Department for Transport #	454	47	5	15	0	5	0	3	7	45	2	1	0	31	33	1	7	161	31	9	60	57	72
Department for Work and Pensions #	997	98	2	1	0	4	0	3	5	5	4	1	0	33	53	0	4	773	15	10	83	27	1
Department of Energy and Climate Change	170	18	5	4	1	4	1	0	0	3	1	0	0	21	4	0	1	77	7	10	36	0	195
Department of Health	306	41	2	5	1	4	1	0	2	5	1	2	1	38	4	1	1	145	16	12	37	0	0
UK Export Finance	23	0	1	1	0	0	0	0	0	1	0	0	0	1	0	0	0	13	0	3	8	0	1
Foreign and Commonwealth Office	436	17	108	49	5	170	0	2	1	14	4	0	0	36	11	8	8	235	31	14	39	0	10
HM Treasury #	361	60	6	6	0	14	1	24	0	12	1	0	0	176	14	0	6	63	3	14	77	6	3
Home Office #	721	60	107	121	1	41	0	0	1	190	1	0	3	56	40	1	19	244	15	17	66	7	0
Ministry of Defence #	480	41	53	29	95	52	0	3	17	36	3	0	1	26	9	0	30	213	12	11	62	7	6
Ministry of Justice #	957	164	11	2	0	1	1	0	0	52	169	33	1	66	11	1	17	538	23	24	67	29	2
Northern Ireland Office	26	1	5	6	2	3	0	0	0	6	2	0	0	0	2	0	3	11	2	1	0	1	0
Scotland Office	11	2	0	0	0	0	1	0	0	0	0	0	0	6	0	0	0	1	0	0	1	0	0
Wales Office	7	0	1	1	0	0	1	0	0	0	0	0	0	3	0	0	0	2	0	0	0	0	0

TABLE 10 continued
Exemptions (FOI) and exceptions (EIRs) applied by monitored bodies when withholding non-routine information requested during 2013

Government body	Total requests where one or more exemptions / exceptions were applied ¹	Exemptions listed in Part 2 ³ of the FoI Act																					
		S.22 - Information intended for future publication	S.23 - Information supplied by, or relating to, bodies dealing with security matters	S.24 - National security	S.26 - Defence	S.27 - International relations	S.28 - Relations within the United Kingdom	S.29 - The economy	S.30 - Investigations and proceedings conducted by public authorities	S.31 - Law enforcement	S.32 - Court records, etc.	S.33 - Audit functions	S.34 - Parliamentary privilege	S.35 - Formulation of Government policy, etc.	S.36 - Prejudice to effective conduct of public affairs	S.37 - Communications with Her Majesty, etc. and honours	S.38 - Health and Safety	S.39 - Environmental information	S.40 - Personal information	S.41 - Information provided in confidence	S.42 - Legal professional privilege	S.43 - Commercial interests	S.44 - Prohibitions on disclosure
Other bodies included in monitoring																							
Charity Commission	230	5	1	0	0	0	0	0	1	52	14	0	0	1	1	0	0	169	43	21	9	2	0
Crown Prosecution Service	107	2	1	1	0	0	0	0	40	1	5	0	0	0	6	0	1	96	1	0	1	0	0
Debt Management Office	9	0	0	1	0	0	0	0	0	1	0	0	0	0	1	0	0	8	0	0	0	0	0
Food Standards Agency	77	5	0	0	0	5	0	0	11	21	0	0	0	3	0	0	5	40	4	2	20	5	0
Health and Safety Executive	1,671	0	0	2	0	0	0	0	683	103	7	0	0	1	0	0	3	752	102	19	2	0	91
HM Land Registry	32	2	0	0	0	0	0	0	0	1	0	0	0	0	5	0	0	18	1	4	10	0	0
HM Revenue and Customs	683	32	1	1	0	1	1	0	1	46	1	0	0	15	4	0	0	83	2	10	11	490	6
National Archives	1,030	0	35	0	0	45	0	0	0	31	4	0	0	0	1	19	75	936	68	2	2	0	0
National Savings and Investments	8	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	4	2	0
Office for National Statistics	21	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	3	0	0	2	14	0
Office for Standards in Education	421	45	0	0	7	0	0	0	0	136	0	8	0	0	1	0	11	215	40	4	76	0	0
Office of Fair Trading	182	3	0	0	0	0	0	0	2	50	0	0	0	2	0	0	0	13	2	2	1	144	0
Office of Gas and Electricity Markets (OFGEM)	39	3	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	10	0	3	5	3	14
Office of Rail Regulation	62	0	0	0	0	0	0	0	23	2	0	0	0	0	0	0	0	45	0	0	1	7	0
Ordnance Survey	15	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	1	0	5	0	0
Royal Mint	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0
Rural Payments Agency	110	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	1	4	0	101
Serious Fraud Office	32	2	1	0	0	2	0	0	10	2	1	0	0	0	6	0	0	7	0	0	1	0	0
Treasury Solicitor's Department	170	3	0	1	0	1	0	0	0	28	8	0	0	0	0	0	0	87	54	3	33	0	0
Water Services Regulation Authority (OFWAT)	22	3	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	13	0	2	4	12	6

Notes

- 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.

1 - A single request can be subject to more than one exemption. Therefore, the total number of individual exemptions used may be greater than the number of requests to which exemptions were applied.

2 - "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.

3 - 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.

4 - 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 11

Outcomes of Internal Reviews¹ of non-routine information requests received by monitored bodies during 2013, where the requested information was initially withheld

Government body	Total Internal Reviews	Internal Reviews with known outcome (at time of end-of-year monitoring)	Of Internal Reviews with known outcome, number where initial handling of request was:			Percentage of Internal Reviews where initial handling was upheld in full
			Upheld in full	Upheld in part	Overturned	
TOTAL for all monitored bodies	2,832	2,679	2,048	369	262	76%
TOTAL for Departments of State only	2,385	2,265	1,706	316	243	75%
TOTAL for other monitored bodies	447	414	342	53	19	83%
Departments of State						
Attorney General's Office	3	3	3	0	0	*
Cabinet Office #	159	147	130	9	8	88%
Communities and Local Government	51	49	45	4	0	92%
Department for Business, Innovation and Skills #	50	50	36	11	3	72%
Department for Culture, Media and Sport #	19	17	12	4	1	*
Department for Education #	101	101	85	8	8	84%
Department for Environment, Food and Rural Affairs	46	46	34	7	5	74%
Department for International Development	17	15	11	1	3	*
Department for Transport #	124	122	104	8	10	85%
Department for Work and Pensions #	850	839	632	106	101	75%
Department of Energy and Climate Change	32	32	22	8	2	69%
Department of Health	81	80	50	11	19	63%
UK Export Finance	5	5	3	0	2	*
Foreign and Commonwealth Office	69	47	34	10	3	72%
HM Treasury #	57	44	38	0	6	86%
Home Office #	302	277	214	39	24	77%
Ministry of Defence #	135	116	67	31	18	58%
Ministry of Justice #	274	266	178	58	30	67%
Northern Ireland Office	4	4	3	1	0	*
Scotland Office	4	3	3	0	0	*
Wales Office	2	2	2	0	0	*

TABLE 11 continued

Outcomes of Internal Reviews¹ of non-routine information requests received by monitored bodies during 2013, where the requested information was initially withheld

Government body	Total Internal Reviews	Internal Reviews with known outcome (at time of end-of-year monitoring)	Of Internal Reviews with known outcome, number where initial handling of request was:			Percentage of Internal Reviews where initial handling was upheld in full
			Upheld in full	Upheld in part	Overturned	
Other bodies included in monitoring						
Charity Commission	27	26	18	7	1	69%
Crown Prosecution Service	34	25	22	2	1	88%
Debt Management Office	0	0	0	0	0	*
Food Standards Agency	11	11	9	2	0	*
Health and Safety Executive	65	64	47	12	5	73%
HM Land Registry	16	16	12	1	3	*
HM Revenue and Customs	165	147	137	7	3	93%
National Archives	37	33	21	9	3	64%
National Savings and Investments	3	3	1	2	0	*
Office for National Statistics	0	0	0	0	0	*
Office for Standards in Education	30	30	26	2	2	87%
Office of Fair Trading	14	14	13	1	0	*
Office of Gas and Electricity Markets (OFGEM)	8	8	8	0	0	*
Office of Rail Regulation	7	7	6	1	0	*
Ordnance Survey	3	3	2	1	0	*
Royal Mint	2	2	2	0	0	*
Rural Payments Agency	11	11	4	6	1	*
Serious Fraud Office	5	5	5	0	0	*
Treasury Solicitor's Department	9	9	9	0	0	*
Water Services Regulation Authority (OFWAT)	0	0	0	0	0	*

Notes

- 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.

* - These percentages are not shown because the number of qualifying requests is 20 or fewer.

1 - Applicants are able to ask a public authority for an "Internal Review" if they are not content with the public authority's initial decision on whether to release requested information. This process should be a fair and impartial review of the initial decision. Requesters who are still not content with the outcome of the Internal Review can make a formal appeal to the Information Commissioner if they wish (see Section 50 of the FOI Act).

TABLE 12

Duration of completed Internal Reviews¹ of non-routine information requests received by monitored bodies during 2013, where the requested information was initially withheld

Government body	Total Internal Reviews ²	Internal Reviews with known outcome (at time of end-of-year monitoring)	Of completed Internal Reviews, number where the duration of the review period was:						
			10 days or less	Between 11 and 20 days	Between 21 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
TOTAL for all monitored bodies²	2,832	2,679	504	1,274	537	162	72	27	39
As a percentage of total requests received ³	6.2%	5.8%	1.1%	2.8%	1.2%	0.4%	0.2%	0.1%	0.1%
TOTAL for Departments of State only	2,385	2,265	481	1,133	413	122	62	21	33
As a percentage of total requests received ⁴	6.8%	6.4%	1.4%	3.2%	1.2%	0.3%	0.2%	0.1%	0.1%
TOTAL for other monitored bodies²	447	414	23	141	124	40	10	6	6
As a percentage of total requests received ³	4.2%	3.9%	0.2%	1.3%	1.2%	0.4%	0.1%	0.1%	0.1%
Departments of State									
Attorney General's Office	3	3	0	2	1	0	0	0	0
Cabinet Office #	159	147	10	26	55	21	12	10	13
Communities and Local Government	51	49	3	39	6	1	0	0	0
Department for Business, Innovation and Skills #	50	50	3	27	13	6	1	0	0
Department for Culture, Media and Sport #	19	17	0	11	2	1	3	0	0
Department for Education #	101	101	4	51	31	8	5	1	1
Department for Environment, Food and Rural Affairs	46	46	31	9	6	0	0	0	0
Department for International Development	17	15	3	11	1	0	0	0	0
Department for Transport #	124	122	36	73	12	1	0	0	0
Department for Work and Pensions #	850	839	332	401	84	16	5	0	1
Department of Energy and Climate Change	32	32	0	18	12	2	0	0	0
Department of Health	81	80	12	49	17	2	0	0	0
UK Export Finance	5	5	0	0	2	3	0	0	0
Foreign and Commonwealth Office	69	47	2	14	28	0	3	0	0
HM Treasury #	57	44	7	1	11	11	9	3	2
Home Office #	302	277	13	98	93	37	19	6	11
Ministry of Defence #	135	116	11	65	23	7	5	1	4
Ministry of Justice #	274	266	14	235	12	5	0	0	0
Northern Ireland Office	4	4	0	1	3	0	0	0	0
Scotland Office	4	3	0	0	1	1	0	0	1
Wales Office	2	2	0	2	0	0	0	0	0

TABLE 12 continued

Duration of completed Internal Reviews¹ of non-routine information requests received by monitored bodies during 2013, where the requested information was initially withheld

Government body	Total Internal Reviews	Internal Reviews with known outcome (at time of end-of-year monitoring)	Of completed Internal Reviews, number where the duration of the review period was:						
			10 days or less	Between 11 and 20 days	Between 21 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
Other bodies included in monitoring									
Charity Commission	27	26	0	24	0	2	0	0	0
Crown Prosecution Service	34	25	0	2	4	7	4	5	3
Debt Management Office	0	0	0	0	0	0	0	0	0
Food Standards Agency	11	11	0	4	4	1	1	0	1
Health and Safety Executive	65	64	-	-	-	-	-	-	-
HM Land Registry	16	16	7	5	4	0	0	0	0
HM Revenue and Customs	165	147	8	57	58	18	3	1	2
National Archives	37	33	3	9	15	5	1	0	0
National Savings and Investments	3	3	0	2	1	0	0	0	0
Office for National Statistics	0	0	0	0	0	0	0	0	0
Office for Standards in Education	30	30	0	10	19	1	0	0	0
Office of Fair Trading	14	14	2	9	3	0	0	0	0
Office of Gas and Electricity Markets (OFGEM)	8	8	0	5	3	0	0	0	0
Office of Rail Regulation	7	7	0	4	3	0	0	0	0
Ordnance Survey	3	3	0	3	0	0	0	0	0
Royal Mint	2	2	0	1	1	0	0	0	0
Rural Payments Agency	11	11	0	1	5	5	0	0	0
Serious Fraud Office	5	5	1	2	2	0	0	0	0
Treasury Solicitor's Department	9	9	2	3	2	1	1	0	0
Water Services Regulation Authority (OFWAT)	0	0	0	0	0	0	0	0	0

Notes

- 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.

1 - Applicants are able to ask a public authority for an "Internal Review" if they are not content with the public authority's initial decision on whether to release requested information. This process should be a fair and impartial review of the initial decision. Requesters who are still not content with the outcome of the Internal Review can make a formal appeal to the Information Commissioner if they wish (see Section 50 of the FOI Act).

2 - The totals shown do not include those monitored bodies who were unable to provide information on Internal Review durations (see footnote 5), therefore some do not equal those shown in Table 11.

3 - Excluding "on-hold" and "lapsed" requests, and all requests received by those monitored bodies which were not able to provide data on Internal Review durations in 2012.

4 - Excluding "on-hold" and "lapsed" requests.

TABLE 13

Duration of Internal Reviews¹ of non-routine information requests received by monitored bodies in 2012, where the requested information was initially withheld, and which were reported as not completed* in the 2012 end-year monitoring statistics

Government body	Internal Reviews with unknown outcome (at time of end-of-year monitoring in 2012) ²	Of completed Internal Reviews, number where the duration of the review period was:						
		10 days or less	Between 11 and 20 days	Between 21 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
TOTAL for all monitored bodies ²	178	12	23	30	27	14	9	63
TOTAL for Departments of State only	152	10	22	21	23	14	9	53
TOTAL for other monitored bodies ²	26	2	1	9	4	0	0	10
Departments of State								
Attorney General's Office	2	0	2	0	0	0	0	0
Cabinet Office #	7	0	0	1	1	0	1	4
Communities and Local Government	6	0	6	0	0	0	0	0
Department for Business, Innovation and Skills #	2	0	0	0	1	1	0	0
Department for Culture, Media and Sport #	6	0	0	0	2	4	0	0
Department for Education #	5	0	2	0	3	0	0	0
Department for Environment, Food and Rural Affairs	7	0	4	3	0	0	0	0
Department for International Development	2	0	2	0	0	0	0	0
Department for Transport #	1	0	0	1	0	0	0	0
Department for Work and Pensions #	41	3	0	7	12	6	6	7
Department of Energy and Climate Change	1	0	0	1	0	0	0	0
Department of Health	0	0	0	0	0	0	0	0
UK Export Finance	1	0	0	0	0	0	0	1
Foreign and Commonwealth Office	12	0	1	5	1	2	0	3
HM Treasury #	38	7	0	2	2	0	1	26
Home Office #	6	0	0	0	1	1	1	3
Ministry of Defence #	9	0	0	1	0	0	0	8
Ministry of Justice #	5	0	5	0	0	0	0	0
Northern Ireland Office	1	0	0	0	0	0	0	1
Scotland Office	0	0	0	0	0	0	0	0
Wales Office	0	0	0	0	0	0	0	0

TABLE 13 continued

Duration of Internal Reviews¹ of non-routine information requests received by monitored bodies in 2012, where the requested information was initially withheld, and which were reported as not completed* in the 2012 end-year monitoring statistics

Government body	Internal Reviews with unknown outcome (at time of end-of-year monitoring 2012) ²	Of completed Internal Reviews, number where the duration of the review period was:						
		10 days or less	Between 11 and 20 days	Between 21 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
Other bodies included in monitoring								
Charity Commission	2	1	0	1	0	0	0	0
Crown Prosecution Service	6	0	0	0	1	0	0	5
Debt Management Office	0	0	0	0	0	0	0	0
Food Standards Agency	0	0	0	0	0	0	0	0
Health and Safety Executive ³	-	-	-	-	-	-	-	-
HM Land Registry	0	0	0	0	0	0	0	0
HM Revenue and Customs	14	1	1	5	3	0	0	4
National Archives	0	0	0	0	0	0	0	0
National Savings and Investments	0	0	0	0	0	0	0	0
Office for National Statistics	0	0	0	0	0	0	0	0
Office for Standards in Education	0	0	0	0	0	0	0	0
Office of Fair Trading	0	0	0	0	0	0	0	0
Office of Gas and Electricity Markets (OFGEM)	0	0	0	0	0	0	0	0
Office of Rail Regulation	0	0	0	0	0	0	0	0
Ordnance Survey	1	0	0	1	0	0	0	0
Royal Mint	0	0	0	0	0	0	0	0
Rural Payments Agency	2	0	0	2	0	0	0	0
Serious Fraud Office	1	0	0	0	0	0	0	1
Treasury Solicitor's Department	0	0	0	0	0	0	0	0
Water Services Regulation Authority (OFWAT)	0	0	0	0	0	0	0	0

Notes

- 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.

* - These figures relate to those reported as being 'in progress' at the end of the reporting period last year. They are not representative of the timeliness of all Internal Reviews completed by monitored bodies. Statistics on this are available in table 12

1 - Applicants are able to ask a public authority for an "Internal Review" if they are not content with the public authority's initial decision on whether to release requested information. This process should be a fair and impartial review of the initial decision. Requesters who are still not content with the outcome of the Internal Review can make a formal appeal to the Information Commissioner if they wish (see Section 50 of the FOI Act).

2 - The totals shown include those monitored bodies who are unable to provide information on Internal Review durations (see footnote 3)

3 - The Health and Safety Executive were not able to provide data on non-completed Internal Review durations from 2012 end-year monitoring statistics.

TABLE 14

Outcomes of appeals to the Information Commissioner's Office (ICO)¹ about the handling of non-routine information requests received by monitored bodies during 2013

Government body	Total ICO Appeals	ICO Appeals with known outcome (at time of end-of-year monitoring)	Of ICO Appeals with known outcome, number where initial handling of request was:		
			Upheld in full	Upheld in part	Overturned
TOTAL for all monitored bodies	408	273	211	27	35
TOTAL for Departments of State only	315	199	155	16	28
TOTAL for other monitored bodies	93	74	56	11	7
Departments of State					
Attorney General's Office	2	2	2	0	0
Cabinet Office #	27	21	13	2	6
Communities and Local Government	14	4	3	0	1
Department for Business, Innovation and Skills #	5	2	2	0	0
Department for Culture, Media and Sport #	3	3	2	1	0
Department for Education #	42	31	24	2	5
Department for Environment, Food and Rural Affairs	15	9	6	2	1
Department for International Development	1	0	0	0	0
Department for Transport #	14	11	6	1	4
Department for Work and Pensions #	26	14	13	1	0
Department of Energy and Climate Change	3	1	1	0	0
Department of Health	11	9	9	0	0
UK Export Finance	0	0	0	0	0
Foreign and Commonwealth Office	9	4	4	0	0
HM Treasury #	2	2	2	0	0
Home Office #	28	13	4	0	9
Ministry of Defence #	29	22	19	1	2
Ministry of Justice #	82	49	45	4	0
Northern Ireland Office	0	0	0	0	0
Scotland Office	2	2	0	2	0
Wales Office	0	0	0	0	0

TABLE 14 continued

Outcomes of appeals to the Information Commissioner's Office (ICO)¹ about the handling of non-routine information requests received by monitored bodies during 2013

Government body	Total ICO Appeals	ICO Appeals with known outcome (at time of end-of-year monitoring)	Of ICO Appeals with known outcome, number where initial handling of request was:		
			Upheld in full	Upheld in part	Overtured
Other bodies included in monitoring					
Charity Commission	4	4	4	0	0
Crown Prosecution Service	38	34	29	3	2
Debt Management Office	0	0	0	0	0
Food Standards Agency	3	3	2	0	1
Health and Safety Executive	10	9	5	4	0
HM Land Registry	3	3	1	2	0
HM Revenue and Customs	12	9	9	0	0
National Archives	5	3	3	0	0
National Savings and Investments	0	0	0	0	0
Office for National Statistics	0	0	0	0	0
Office for Standards in Education	3	2	1	0	1
Office of Fair Trading	7	2	0	2	0
Office of Gas and Electricity Markets (OFGEM)	2	2	1	0	1
Office of Rail Regulation	0	0	0	0	0
Ordnance Survey	0	0	0	0	0
Royal Mint	0	0	0	0	0
Rural Payments Agency	2	2	0	0	2
Serious Fraud Office	1	1	1	0	0
Treasury Solicitor's Department	3	0	0	0	0
Water Services Regulation Authority (OFWAT)	0	0	0	0	0

Notes

- 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.

1 - If an applicant is not satisfied with the outcome of a public authority's "Internal Review" of the handling of their information request, they may make a formal appeal to the Information Commissioner. If the Commissioner decides that the public authority has not complied with the FOI Act, he may issue a "decision notice" setting out the steps to be taken in order to achieve compliance.

TABLE 15

Duration of deadline extensions to allow for the consideration of Public Interest ¹ which were applied to non-routine information requests received by monitored bodies during 2013

Government body	Total requests extended ²	Extended requests processed in full (at time of end-of-year monitoring)	Of extended requests processed in full, number where the extension to the deadline was:									
			5 days or less	Between 6 and 10 days	Between 11 and 15 days	Between 16 and 20 days	Between 21 and 30 days	Between 31 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
TOTAL for all monitored bodies	1,965	1,787	137	139	161	519	200	224	202	82	63	60
As a percentage of total requests received ³	4.3%	4.2%	0.3%	0.3%	0.4%	1.2%	0.5%	0.5%	0.5%	0.2%	0.1%	0.1%
TOTAL for Departments of State only	1,645	1,495	119	126	148	486	187	196	123	42	32	36
As a percentage of total requests received ⁴	4.7%	4.2%	0.3%	0.4%	0.4%	1.4%	0.5%	0.6%	0.3%	0.1%	0.1%	0.1%
TOTAL for other monitored bodies	320	292	18	13	13	33	13	28	79	40	31	24
As a percentage of total requests received ³	3.0%	3.9%	0.2%	0.2%	0.2%	0.4%	0.2%	0.4%	1.1%	0.5%	0.4%	0.3%
Departments of State												
Attorney General's Office	9	9	0	0	0	9	0	0	0	0	0	0
Cabinet Office #	235	218	41	34	32	38	30	18	13	1	4	7
Communities and Local Government	76	69	1	4	1	32	4	21	6	0	0	0
Department for Business, Innovation and Skills #	76	75	0	1	0	43	5	19	4	1	1	1
Department for Culture, Media and Sport #	46	43	0	0	6	15	8	5	6	2	1	0
Department for Education #	50	48	3	6	9	10	11	6	2	0	0	1
Department for Environment, Food and Rural Affairs	70	69	10	4	9	43	2	1	0	0	0	0
Department for International Development	29	26	2	7	0	9	3	4	0	1	0	0
Department for Transport #	64	62	6	12	11	26	6	1	0	0	0	0
Department for Work and Pensions #	48	47	4	2	1	9	11	11	8	0	1	0
Department of Energy and Climate Change	52	47	1	3	0	36	2	5	0	0	0	0
Department of Health	22	20	2	3	0	10	2	2	1	0	0	0
UK Export Finance	0	0	0	0	0	0	0	0	0	0	0	0
Foreign and Commonwealth Office	276	240	13	9	23	70	23	34	35	13	9	11
HM Treasury #	134	99	9	8	10	20	17	16	6	2	9	2
Home Office #	262	259	15	18	30	57	41	46	27	12	4	9
Ministry of Defence #	168	139	10	15	11	45	21	7	14	9	3	4
Ministry of Justice #	17	17	2	0	2	12	0	0	1	0	0	0
Northern Ireland Office	2	2	0	0	2	0	0	0	0	0	0	0
Scotland Office	9	6	0	0	1	2	1	0	0	1	0	1
Wales Office	0	0	0	0	0	0	0	0	0	0	0	0

TABLE 15 continued

Duration of deadline extensions to allow for the consideration of Public Interest¹ which were applied to non-routine information requests received by monitored bodies during 2013

Government body	Total requests extended ²	Extended requests processed in full (at time of end-of-year monitoring)	Of extended requests processed in full, number where the extension to the deadline was:									
			5 days or less	Between 6 and 10 days	Between 11 and 15 days	Between 16 and 20 days	Between 21 and 30 days	Between 31 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
Other bodies included in monitoring												
Charity Commission	4	4	1	0	1	2	0	0	0	0	0	0
Crown Prosecution Service	1	1	1	0	0	0	0	0	0	0	0	0
Debt Management Office	0	0	0	0	0	0	0	0	0	0	0	0
Food Standards Agency	30	27	3	1	5	11	3	1	2	1	0	0
Health and Safety Executive ⁵	-	-	-	-	-	-	-	-	-	-	-	-
HM Land Registry	0	0	0	0	0	0	0	0	0	0	0	0
HM Revenue and Customs	5	3	1	0	0	0	0	1	1	0	0	0
National Archives	210	189	0	0	0	0	3	22	73	39	30	22
National Savings and Investments	2	2	0	1	1	0	0	0	0	0	0	0
Office for National Statistics	0	0	0	0	0	0	0	0	0	0	0	0
Office for Standards in Education	15	15	3	5	3	3	1	0	0	0	0	0
Office of Fair Trading	0	0	0	0	0	0	0	0	0	0	0	0
Office of Gas and Electricity Markets (OFGEM)	9	9	4	2	2	0	1	0	0	0	0	0
Office of Rail Regulation	11	11	3	2	1	1	2	1	1	0	0	0
Ordnance Survey	3	3	1	0	0			2	0	0	0	0
Royal Mint	0	0	0	0	0	0	0	0	0	0	0	0
Rural Payments Agency	15	15	0	0	0	15	0	0	0	0	0	0
Serious Fraud Office	13	12	1	2	0	0	3	1	2	0	1	2
Treasury Solicitor's Department	1	0	0	0	0	0	0	0	0	0	0	0
Water Services Regulation Authority (OFWAT)	1	1	0	0	0	1	0	0	0	0	0	0

Notes

- 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.

1 - Public authorities are allowed to extend the standard deadline for responding to an information request (normally 20 working days) to allow for the consideration of public interest issues. See Section 10(2) of the FOI Act.

2 - There are some small differences between the number of PIT extensions shown above and in Table 2. Please see the Notes on the Tables section regarding the consistency between tables in this report. The totals shown do not include those monitored bodies who were unable to provide information on PIT extension durations (see footnote 5).

3 - Excluding "on-hold" and "lapsed" requests, and all requests received by those other monitored bodies which were not able to provide data on PIT extension durations in 2011 (see footnote 5).

4 - Excluding "on-hold" and "lapsed" cases.

5 - The Health and Safety Executive were not able to provide data on PIT extension durations in 2013

TABLE 16

Duration of deadline extensions to allow for the consideration of Public Interest¹ which were applied to non-routine information requests received by monitored bodies during 2012, and which were reported as not completed* in the 2012 end-year monitoring statistics

Government body	Uncompleted extended requests (at time of end-of-year monitoring 2012) ²	Of extended requests processed in full, number where the extension to the deadline was:									
		5 days or less	Between 6 and 10 days	Between 11 and 15 days	Between 16 and 20 days	Between 21 and 30 days	Between 31 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
TOTAL for all monitored bodies	245	6	5	2	16	12	34	21	14	15	120
TOTAL for Departments of State only	186	6	3	2	16	12	34	18	11	8	76
TOTAL for other monitored bodies	59	0	2	0	0	0	0	3	3	7	44
Departments of State											
Attorney General's Office	0	0	0	0	0	0	0	0	0	0	0
Cabinet Office #	19	4	0	0	0	4	4	1	2	2	2
Communities and Local Government	14	1	2	1	0	1	5	0	2	0	2
Department for Business, Innovation and Skills #	7	0	0	0	0	0	3	3	0	0	1
Department for Culture, Media and Sport #	1	0	0	0	1	0	0	0	0	0	0
Department for Education #	3	0	0	1	1	0	0	0	1	0	0
Department for Environment, Food and Rural Affairs	2	0	0	0	0	0	0	2	0	0	0
Department for International Development	2	0	0	0	1	0	0	0	0	1	0
Department for Transport #	2	0	0	0	0	0	0	2	0	0	0
Department for Work and Pensions #	4	0	0	0	3	1	0	0	0	0	0
Department of Energy and Climate Change	5	0	0	0	2	0	1	1	0	1	0
Department of Health	0	0	0	0	0	0	0	0	0	0	0
UK Export Finance	0	0	0	0	0	0	0	0	0	0	0
Foreign and Commonwealth Office	45	0	1	0	6	5	8	8	4	3	10
HM Treasury #	57	1	0	0	0	1	10	0	0	0	45
Home Office #	6	0	0	0	0	0	2	0	1	0	3
Ministry of Defence #	16	0	0	0	0	0	0	1	1	1	13
Ministry of Justice #	1	0	0	0	1	0	0	0	0	0	0
Northern Ireland Office	2	0	0	0	1	0	1	0	0	0	0
Scotland Office	0	0	0	0	0	0	0	0	0	0	0
Wales Office	0	0	0	0	0	0	0	0	0	0	0

TABLE 16 continued

Duration of deadline extensions to allow for the consideration of Public Interest¹ which were applied to non-routine information requests received by monitored bodies during 2012, and which were reported as not completed* in the 2012 end-year monitoring statistics

Government body	Uncompleted extended requests (at time of end-of-year monitoring 2012) ²	Of extended requests processed in full, number where the extension to the deadline was:									
		5 days or less	Between 6 and 10 days	Between 11 and 15 days	Between 16 and 20 days	Between 21 and 30 days	Between 31 and 40 days	Between 41 and 60 days	Between 61 and 80 days	Between 81 and 100 days	More than 100 days
Other bodies included in monitoring											
Charity Commission	2	0	1	0	0	0	0	0	0	1	0
Crown Prosecution Service	0	0	0	0	0	0	0	0	0	0	0
Debt Management Office	0	0	0	0	0	0	0	0	0	0	0
Food Standards Agency	0	0	0	0	0	0	0	0	0	0	0
Health and Safety Executive ³	-	-	-	-	-	-	-	-	-	-	-
HM Land Registry	0	0	0	0	0	0	0	0	0	0	0
HM Revenue and Customs	0	0	0	0	0	0	0	0	0	0	0
National Archives	56	0	1	0	0	0	0	3	3	6	43
National Savings and Investments	0	0	0	0	0	0	0	0	0	0	0
Office for National Statistics	0	0	0	0	0	0	0	0	0	0	0
Office for Standards in Education	0	0	0	0	0	0	0	0	0	0	0
Office of Fair Trading	0	0	0	0	0	0	0	0	0	0	0
Office of Gas and Electricity Markets (OFGEM)	0	0	0	0	0	0	0	0	0	0	0
Office of Rail Regulation	0	0	0	0	0	0	0	0	0	0	0
Ordnance Survey	0	0	0	0	0	0	0	0	0	0	0
Royal Mint	0	0	0	0	0	0	0	0	0	0	0
Rural Payments Agency	0	0	0	0	0	0	0	0	0	0	0
Serious Fraud Office	1	0	0	0	0	0	0	0	0	0	1
Treasury Solicitor's Department	0	0	0	0	0	0	0	0	0	0	0
Water Services Regulation Authority (OFWAT)	0	0	0	0	0	0	0	0	0	0	0

Notes

- 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.

* - These figures relate to those reported as being 'in progress' at the end of the reporting period last year. They are not representative of the timeliness of all public interest tests completed by monitored bodies. Statistics on this are available in table 15

1 - Public authorities are allowed to extend the standard deadline for responding to an information request (normally 20 working days) to allow for the consideration of public interest issues. See Section 10(2) of the FOI Act.

2 - The totals shown do not include those monitored bodies who were unable to provide information on PIT extension durations (see footnote 3).

3 - The Health and Safety Executive were not able to provide data on non-completed PIT extension durations from 2012 end-year monitoring statistics.

Annex B – Important 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 (FOI) 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 only to **the “non-routine” information requests** that government departments have received. 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 handing of information requests.

As a result 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, it is important to note that:

- (i) These statistics only cover “non-routine” information requests, and do 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.**

Uses 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 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 February 2014. This is the latest set of quarterly Freedom of Information statistics to be published by the Ministry of Justice (MoJ), the government department which 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 a total of 41 government bodies, including all major departments of state (i.e. Ministerial departments)¹¹.

The monitored bodies which are not departments of state nonetheless have significant policymaking, regulatory or information-handling functions. As far as possible, this list includes major non-Ministerial Government Departments and excludes Executive Agencies. However, 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 fourth quarter of 2013.

¹¹ The Ministerial departments excluded from this publication are the Office of the Advocate General for Scotland, the Office of the Leader of the House of Commons and the Office of the Leader of the House of Lords.

Departments of State

Attorney General's Office
Cabinet Office
Department for Business, Innovation and Skills
Department for Communities and Local Government
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
Export Credits Guarantee Department
Foreign and Commonwealth Office
HM Treasury
Home Office
Ministry of Defence
Ministry of Justice
Northern Ireland Office
Scotland Office
Wales Office

Other monitored bodies

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

Notes

1. The figures provided by a number of Departments of State count the non-routine information 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.

Government Equalities 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

1. 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.

2. 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.
3. 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.justice.gov.uk/information-access-rights/foi-guidance-for-practitioners

4. 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 at:

www.gov.uk/government/publications/guidance-on-foiaeirs

These statistics are derived from monitoring returns submitted to MoJ in February 2014. They relate to information requests received during 2013 and in particular the period 1 October to 31 December 2013. The collection of monitoring data began on the 21st working day after the last day of this period (i.e. on 29 January 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.

5. Only “non-routine” information requests are counted in these statistics. Important notes on the scope and consistency of these statistics are given in **Annex B**.
6. These statistics cover a total of 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 Q4 2013 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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Other enquiries about these statistics should be directed to:

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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

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