



Department
for Environment
Food & Rural Affairs

T: 03459 33 55 77 or
08459 33 55 77
helpline@defra.gsi.gov.uk
www.gov.uk/defra

Our ref: RFI 7178
23 March 2015

Dear [REDACTED]

REQUEST FOR INFORMATION: Fixed Penalty Charge Notices

Thank you for your request for information, which we received on 21 January 2015, about fixed penalty charge notices. As you know, we have handled your request under the Freedom of Information Act 2000 (FOIA).

You asked how many penalty charge notices were paid by us from 2010/11 to date, including the total value, the most expensive single payment, the split between civil servants, visitors and Ministers or their staff and the details of the Minister or their staff.

Defra has policies in place that make it very clear that the responsibility for paying any fines incurred while on official business lies with the individual. The Department's Travel and Subsistence Policy states that where staff use their private car on official business:

"Travellers will NOT be reimbursed for any parking fines or speeding tickets."

In addition, the Department's policy on car hire states:

"The payment of any fines incurred during the hire of the vehicle is the personal responsibility of the driver and cannot be paid by Defra. Parking fines must be paid by the driver within the timescales shown on the Fixed Penalty Notice."


We confirm we did not find any such payments recorded on our financial systems in the period from 1 April 2010 to 20 January 2015. The data for financial year 2014/15 is provisional so has not yet been independently audited and may be subject to revisions before being finalised.



I attach an annex giving contact details should you be unhappy with the service that you have received.

If you have any queries about this letter please contact the address below.

Yours sincerely,


Defra FOIA and EIRs Team
InformationRequests@defra.gsi.gov.uk

Annex

Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under regulation 18 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to [REDACTED] Head of Information Standards, Area 4D, Nobel House, 17 Smith Square, London, SW1P 3JR (email: requestforinfo@defra.gsi.gov.uk) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF