

SEPTEMBER 2019 FREEDOM OF INFORMATION RESPONSES

Year	Month	FOI Reference	Topic
2019	Sept	FOI/19/120	Brexit policy documentation
2019	Sept	FOI/19/138	IT software and upgrade plans
2019	Sept	FOI/19/150	Removal of Royal portraits: equality impact assessments
2019	Sept	FOI/19/151	Removal of Royal portraits: correspondence and documentation
2019	Sept	FOI/19/153	Removal of Royal portraits: documentation, staff engagement and complaints
2019	Sept	FOI/19/154	Removal of Royal portraits: compensation claim
2019	Sept	FOI/19/159	Removal of Royal portraits: correspondence
2019	Sept	FOI/19/160	Removal of Royal portraits: complaints and compensation
2019	Sept	FOI/19/161	First day ministerial briefings
2019	Sept	FOI/19/163	Brexit preparations: Project Kingfisher
2019	Sept	FOI/19/164	Building utilisation
2019	Sept	FOI/19/165	Use of semtex during the Troubles
2019	Sept	FOI/19/166	Staff training
2019	Sept	FOI/19/167	Staff recruitment
2019	Sept	FOI/19/168	Heating costs
2019	Sept	FOI/19/169	Staff training programmes
2019	Sept	FOI/19/170	Airport lounges
2019	Sept	FOI/19/171	Redundancy payments for ministers and special advisers
2019	Sept	FOI/19/172	Home working and team building
2019	Sept	FOI/19/173	Annual leave roll over
2019	Sept	FOI/19/175	Staff training and absences
2019	Sept	FOI/19/176	Brexit preparations: updates to the Prime Minister
2019	Sept	FOI/19/177	Staff canteen subsidy
2019	Sept	FOI/19/178	Spending on Troubles-related commemorations
2019	Sept	FOI/19/179	Gender neutral toilets

2019	Sept	FOI/19/182	Civil servant expenses: second properties
2019	Sept	FOI/19/183	Brexit preparations: Alternative Arrangements Commission
2019	Sept	FOI/19/184	Amazon and Amazon Web Services contracts
2019	Sept	FOI/19/185	Staff sick days
2019	Sept	FOI/19/186	Brexit FOI requests
2019	Sept	FOI/19/199	Most frequently visited websites

FOI Request Reference	FOI/19/120
Month Issued	September 2019
Request	<i>This is a freedom of information request for (from within the timeframe of December 2017 until November 2018) for information held by the department in relation to Paragraph 52 of the UK-EU Joint Report December 2017.</i> <i>This request is restricted to asking whether the department 1) holds and 2) will provide copies of the following classes of document relating to the request:</i> <i>1. Minutes of Meetings relating to the paragraph 52 commitments;</i> <i>2. Policy documents, briefing papers, submissions to ministers, on the paragraph 52 commitments;</i> <i>This request excludes email communication and other documents;</i> Background: <i>The report referred to is the “Joint report from the negotiators of the European Union and the United Kingdom Government on progress during phase 1 of negotiations under Article 50 TEU on the United Kingdom's orderly withdrawal from the European Union: https://www.gov.uk/government/publications/joint-report-on-progress-during-phase-1-of-negotiations-under-article-50-teu-on-the-uks-orderly-withdrawal-from-the-eu</i> <i>Paragraph 52 of this report reads (emphasis added):</i> <i>52. Both Parties acknowledge that the 1998 Agreement recognises the birth right of all the people of Northern Ireland to choose to be Irish or British or both and be accepted as such. The people of Northern Ireland who are Irish citizens will continue to enjoy rights as EU citizens, including where they reside in Northern Ireland. Both Parties therefore agree that the Withdrawal Agreement should respect and be without prejudice to the rights, opportunities and identity that come with European Union citizenship for such people and, in the next phase of negotiations, will examine arrangements required to give effect to the ongoing exercise of, and access to, their EU rights, opportunities and benefits.</i> <i>This report was produced at the end of Phase 1 of the Brexit negotiations, the following phase of negotiations concluded with the November 2018 draft Withdrawal Agreement.</i>
Response	I can confirm that the department holds information within scope of the request for information that you have asked for, but it is exempt from disclosure.

We are not obliged to provide information if it would prejudice international relations, or relates to the formulation of government policy. In this case, the information is exempt under sections 27(1)(a) and 35(1)(a) of the FOIA.

Section 27(1)(a) protects information from disclosure where disclosure could prejudice relations between the United Kingdom and any other State. In this case the material requested relates to information currently subject to ongoing negotiations with the European Union (EU) in the context of the UK's withdrawal from the EU. We have considered the public interest in disclosing this information. While there is a public interest in ensuring greater transparency and openness in policy development, which can improve accountability and public trust; and to provide transparency over the meetings and activities of UK Government Ministers and officials in conducting government business, negotiations involving international relations require sensitive handling and decision making and engagement by Government needs to be undertaken on the best advice available where careful consideration can be given domestically on how commitments can be formulated without disclosure ahead of time in the public domain. For these reasons, we have concluded in this case that the harm that would result from disclosure of the exempt information outweighs the public interest arguments in favour of disclosure. It is essential that we are able to create a safe space to allow UK Government Ministers and officials to pursue the interests of the United Kingdom and prepare materials to analyse and consider options of policy and other measures they are discussing with representatives of foreign governments. Therefore we are satisfied that there continues to be strong public arguments against disclosure.

Section 35(1)(a) protects information relating to the formulation or development of government policy. We have considered the public interest in disclosing this information. While there is a public interest in the way in which government decisions are made and how relationships with other stakeholders are conducted, good government depends on good decision-making and this needs to be based on the best advice available and a full consideration of all the options without fear of premature disclosure of matters that are subject to the ongoing formulation of government policy. Ministers and officials also need to be able to conduct rigorous and candid risk assessments of their policies and programmes including considerations of the pros and cons without there being premature disclosure which might close off better options; and that there needs to be a free space in which it is possible to 'think the unthinkable' and use imagination, without the fear that policy proposals will be held up to ridicule from premature disclosure. After careful consideration we have concluded that section 35(a) is engaged and it is in the public interest to withhold the documents.

If you require further guidance on section 27(1)(1) please refer to the ICO guidance on 'section 27' at [International relations](#) - and for section 35 please refer to the guidance at the end of this template and the ICO guidance on 'section 35' at [Formulation of government policy](#).

Month Issued	September 2019
Request	<i>I wish to request the following information from the Northern Ireland Office under the Freedom of Information Act:</i> <i>1. How many desktop and laptop computers does your organisation own in total?</i> <i>2. How many desktop and laptop computers does your organisation own that run on the Windows 7 operating system?</i> <i>3. How many desktop and laptop computers does your organisation own that run on a version of Windows even older than Windows 7 (for example Windows Vista or Windows XP)?</i> <i>4. If you cannot answer the questions above, can you provide an estimate for what percentage of computers owned by your organisation currently run on Windows 7 or an even older version of Windows?</i> <i>5. Has your organisation set a deadline for upgrading to Windows 10 any computers that currently run on Windows 7 or an older version of Windows?</i> <i>If your organisation wishes to provide any other pertinent information or comment in regard to your software estate and any upgrade plans, I would be keen to receive it.</i>
Response	1. 302 In respect of your questions 2-5 The Northern Ireland Office can neither confirm nor deny that it holds the information you requested as the duty in section 1(1) (a) of the FOI Act does not apply, by virtue of both section 24(2) that relates to national security and sections 31(1) (a) and 31(3) (a) that relates to law enforcement and the prevention of crime. However, this should not be taken as conclusive evidence that the information you have requested exists or does not exist. Section 24 is a qualified exemption and so we have considered whether it would be in the public interest for us to confirm or deny whether we hold the information. In this case, we have concluded that the public interest favours neither confirming nor denying whether the requested information is held. Section 31 is a prejudice based exemption and is subject to the public interest test. With regard to your request, we recognise the public interest in knowing whether the government holds particular information. Balanced against this, is the public interest in not releasing information that would aid a criminal intent on launching cyber-attacks on the Department's IT systems. In this case we consider that the wider public interest lies in neither confirming nor denying that information, which may have been disclosed in an unauthorised manner, is held.
FOI Request Reference	FOI/19/150
Month Issued	September 2019

Request	<i>I wish to make a request for information under the Freedom of Information Act 2000.</i> <i>My request is as follows:</i> <i>1. Please advise whether an Equality Impact Assessment was undertaken with regards to the decision to remove Royal portraits from Northern Ireland Office premises.</i> <i>2. If an Equality Impact Assessment was undertaken, please provide a copy of this.</i> <i>3. If an Equality Impact Assessment was not undertaken, please provide a copy of any minutes of Meetings concerning the decision to remove Royal Portraits from Northern Ireland Office premises.</i>
Response	The Northern Ireland Office does not hold any information within the scope of your request.

FOI Request Reference	FOI/19/151
Month Issued	September 2019
Request	<i>Please can you provide me with all documents, emails, memos and correspondence held by the department relating to the issue of pictures/portraits of HM Queen on display in department premises?</i>
Response	Freedom of information law allows us to decline to answer FOI requests when we estimate it would cost us more than £600 (equivalent to 3.5 working days' worth of work, calculated at £25 per hour) to identify, locate, extract and then provide the information that has been asked for in a request (section 12 FOIA). We have made the decision to decline your request on this basis, as to comply with the request and to enable us to identify whether we hold any such material, officials would be required to open and read a large amount of different records individually stored in a number of locations, and given the broad scope of your request we consider this would cost over £600. Although we cannot answer your request at the moment, we might be able to answer a further refined request within the cost limit. You may wish to reconsider the scope of your FOI request and submit a revised and more targeted request by providing a shorter timeframe/date range or more specific types of stakeholders. You should not infer from this that the Northern Ireland Office holds a large amount of information relating to the subjects you have asked about, only that we would need to search through a large number of records in order to find out whether we hold any information relevant to your request.

	You can find out more about Section 12(1) by reading the extract from the Act and some guidance points we consider when applying this exemption, attached at the end of this letter. You can also find more information by reading the full text of the Act, available at http://www.legislation.gov.uk/ukpga/2000/36/section/12. Please note that, as in this instance, a further refined request may still not fall within the FOIA cost limit.
--	--

FOI Request Reference	FOI/19/153
Month Issued	September 2019
Request	<i>I request the following information please.</i> <i>The removal of portraits.</i> <i>1. All internal documents relating to the removal of portraits to comply with Fair Employment legislation?</i> <i>2. Total number of portraits removed and which NIO offices they were removed from?</i> <i>3. Those portraits that have been removed where are their current location?</i> <i>4. Did the NIO engage with staff or unions prior to the removal of portraits?</i> <i>5. Since 2015 how many complaints has the NIO received from staff or members of the public regarding perceived offensive portraits hung in NIO offices?</i>
Response	Freedom of information law allows us to decline to answer FOI requests when we estimate it would cost us more than £600 (equivalent to 3.5 working days' worth of work, calculated at £25 per hour) to identify, locate, extract and then provide the information that has been asked for in a request (section 12 FOIA). We have made the decision to decline your request on this basis, as to comply with the request and to enable us to identify whether we hold any such material, officials would be required to open and read a large amount of different records individually stored in a number of locations, and given the broad scope of your request we consider this would cost over £600. Although we cannot answer your request at the moment, we might be able to answer a further refined request within the cost limit. You may wish to reconsider the scope of your FOI request and submit a revised and more targeted request by providing a shorter timeframe/date range or more specific types of stakeholders. You should not infer from this that the Northern Ireland Office holds a large amount of information relating to the subjects you have asked about, only that we would need to search through a large number of records in order to find out whether we hold any information relevant to your request.

	You can find out more about Section 12(1) by reading the extract from the Act and some guidance points we consider when applying this exemption, attached at the end of this letter. You can also find more information by reading the full text of the Act, available at http://www.legislation.gov.uk/ukpga/2000/36/section/12. Although we cannot answer your request at the moment, we might be able to answer a refined request within the cost limit. You may wish to consider focusing your request on a narrower range of issues and/or on records produced during a more focussed set of dates. Please note that, as in this instance, a further refined request may still not fall within the FOIA cost limit.
--	--

FOI Request Reference	FOI/19/154
Month Issued	September 2019
Request	<i>I am submitting a freedom of information request regarding the recent compensation claim over an image of the Head of State which hung in the building.</i> <i>Can you please respond with answers to the following please;</i> <i>1. How long had the image of the Head of State been in place?</i> <i>2. How long has the offended individual worked in that particular building?</i> <i>3. Has that individual ever attended any Royal garden parties or State events or met any Royal family or deputies?</i> <i>4. What currency was this individual paid the compensation in?</i> <i>5. What currency is their salary paid in?</i> <i>6. To which state do they pay tax and receive health care from?</i>
Response	With relation to the first section of your request, the Northern Ireland Office does not hold information within the scope of your request. For the other sections of your request, we are not obliged, under section 40(2) of the Act, to provide information that is the personal information of another person if releasing would contravene any of the provisions in the Data Protection Act 1998 (DPA). In this instance we believe that the release of this information would contravene the first data protection principle and therefore section 40 (2) is engaged. The terms of this exemption in the Freedom of Information Act mean that we do not have to consider whether or not it would be in the public interest for you to have the information.

FOI Request Reference	FOI/19/159
------------------------------	------------

Month Issued	September 2019
Request	<i>I am writing in regards to the Queen:</i> <i>Please provide copies of any internal correspondence relating to portraits of the Queen at Stormont House/NIO property in Belfast.</i> <i>I require any correspondence from June 1 2019 to August 6 2019. I am particularly interested in correspondence relating to the alleged removal of Queen portraits.</i>
Response	Freedom of information law allows us to decline to answer FOI requests when we estimate it would cost us more than £600 (equivalent to 3.5 working days' worth of work, calculated at £25 per hour) to identify, locate, extract and then provide the information that has been asked for in a request (section 12 FOIA). We have made the decision to decline your request on this basis, as to comply with the request and to enable us to identify whether we hold any such material, officials would be required to open and read a large amount of different records individually stored in a number of locations, and given the broad scope of your request we consider this would cost over £600. Although we cannot answer your request at the moment, we might be able to answer a further refined request within the cost limit. You may wish to reconsider the scope of your FOI request and submit a revised and more targeted request by providing a shorter timeframe/date range or more specific types of stakeholders. You should not infer from this that the Northern Ireland Office holds a large amount of information relating to the subjects you have asked about, only that we would need to search through a large number of records in order to find out whether we hold any information relevant to your request. You can find out more about Section 12(1) by reading the extract from the Act and some guidance points we consider when applying this exemption, attached at the end of this letter. You can also find more information by reading the full text of the Act, available at http://www.legislation.gov.uk/ukpga/2000/36/section/12. Although we cannot answer your request at the moment, we might be able to answer a refined request within the cost limit. You may wish to consider focusing your request on a narrower range of issues and/or on records produced during a more focussed set of dates. Please note that, as in this instance, a further refined request may still not fall within the FOIA cost limit.

FOI Request Reference	FOI/19/160
Month Issued	September 2019
Request	<i>I am writing in regards to the Queen:</i> <i>Please state</i> <i>1. How many complaints have been made, verbally or in writing, about portraits or pictures at NIO property in Northern Ireland in each of the last five years? Please provide a log including the date, nature of the complaint and outcome.</i> <i>2. How many complaints have been made, verbally or in writing, about Royal portraits or pictures at NIO property in Northern Ireland in each of the last five years? Please provide a log including the date, nature of the complaint and outcome.</i> <i>3. How many times has compensation been paid as a result of someone taking an issue about a portrait or photograph in the last five years? Again, please provide the date and detail</i>
Response	We are not obliged, under section 40(2) of the Act, to provide information that is the personal information of another person if releasing would contravene any of the provisions in the Data Protection Act 1998 (DPA). In this instance we believe that the release of this information would contravene the first data protection principle and therefore section 40 (2) is engaged. The terms of this exemption in the Freedom of Information Act mean that we do not have to consider whether or not it would be in the public interest for you to have the information.

FOI Request Reference	FOI/19/161
Month Issued	September 2019
Request	<i>I am writing in regards to the Secretary of State:</i> <i>Please provide copies of Mr Julian Smith's first day briefing papers.</i>
Response	I can confirm that the NIO holds information within scope of your request. However we are not able to provide you with this information as it is subject to exemption from disclosure under the Freedom of Information Act (2000). The information that you have requested is exempt from disclosure under the terms of Section 36 of the FOI Act, as being likely to inhibit full and frank discussion. Officials need a safe space to discuss options with peers within and outside their organisations, email is one method that can expedite those discussions and any release that could potentially stifle those discussions or lead to them not being fully recorded is against the public interest. <u>Section 36(2)(b)(ii)</u>

	In line with the terms of this exemption in the FOI Act we have considered whether it would be in the public interest for the Department us to provide this information. Section 36 of the FOI Act provides that information can be withheld if, in the opinion of a qualified person, it would, or would be likely to prejudice – the free and frank provision of advice. We have considered the public interest in disclosing this information. There is a public interest in the way in which government decisions are made and how relationships with other stakeholders are conducted. Disclosure would help the public to appreciate the considerations surrounding policy discussions, and the context in which Ministers operate. There is also a public interest in how decisions are made, at what level, and the reasons behind these decisions so that government officials can be more accountable for their decisions and responsibilities. Release of the information could demonstrate the quality of advice provided by the Department. However, these factors are of modest weight in this case, as the NIO proactively publishes information about the Departmental structure, Ministers make regular statements to Parliament (both oral and in writing) on policy issues - setting out rationale and responding to questioning along those lines, and make themselves available for frequent media engagement. The department also responds to public inquiries on a range of matters through Treat Officials and Minister’s Cases, and undertakes structured engagement with a wide range of relevant interlocutors. This information was provided with a reasonable expectation that it would not be released into the public domain; it was contextual background provided to ensure Ministers had a written briefing supporting their induction into the Department. We have not found a precedent for other Departments releasing such materials. It would seem a reasonable assumption that much of the advice provided then filtered through into Parliamentary statements, other public comments and correspondence relating to the issues covered, where appropriate. Some of the contents relates to sensitive matters, such as threat assessments. To release the information could also put a greater focus on process than policy decisions. After careful consideration we have concluded that it is in the public interest to withhold the documents.
--	---

FOI Request Reference	FOI/19/162
Month Issued	September 2019
Request	<i>I am writing in regards to the Secretary of State:</i> <i>Please provide details of any correspondence relating to the placing of a photograph of the Queen in Mr Julian Smith's Belfast office ahead of his first visit.</i>
Response	The Northern Ireland Office does not hold any information within the scope of your request.

FOI Request Reference	FOI/19/163
------------------------------	------------

Month Issued	September 2019
Request	<i>Please send me copies of all correspondence between your department and the Treasury relating to Project Kingfisher (otherwise also known as Operation Kingfisher) and Brexit since 29 March 2019</i>
Response	As you are aware, we had previously responded to your FOI request on 1 August 2019, setting out that Freedom of information law allows us to decline to answer FOI requests when we estimate it would cost us more than £600 (equivalent to 3.5 working days' worth of work, calculated at £25 per hour) to identify, locate, extract and then provide the information that has been asked for in a request (section 12 FOIA), and decided to decline your request on that basis. Further to this we set out that we might be able to answer a further refined request within the cost limit. Although you did reconsider the scope of your FOI request and submit a revised and more targeted request, we can neither confirm nor deny whether the Northern Ireland Office holds the information that you have requested. We are not obliged to confirm or deny whether we hold the information you have requested as if held, this would relate to government policy. Section 35 of the Act provides that there is no duty to confirm or deny whether we hold the information. The fact section 35 of the Act has been cited, should not be taken as an indication that the information you requested is or is not held by the department. When assessing whether or not it was in the public interest to disclose the information to you, we took into account the following factors: <u>Public interest considerations favouring disclosure</u> • The value of transparency in public policy making. • While there is a public interest in the way in which government decisions are made, and how relationships with other stakeholders are conducted, good government depends on good decision-making. This needs to be based on the best advice available and a full consideration of all the options without fear of premature disclosure of matters that are subject to the ongoing formulation of government policy. <u>Public interest considerations favouring withholding the information</u> • Ministers and officials also need to be able to conduct rigorous and candid risk assessments of their policies and programmes including considerations of the pros and cons without there being premature disclosure which might close off better options. • There needs to be a safe space in which officials can debate live policy issues away from external interference and distraction.

	After careful consideration we have concluded that s35(a) is engaged and it is in the public interest to neither confirm or deny whether we hold the information you have requested as if held.
--	---

FOI Request Reference	FOI/19/164
Month Issued	September 2019
Request	<i>This is an information request relating to building utilisation.</i> <i>Please include the following information:</i> <i>The total numbers of buildings owned or rented by the department that were vacant in 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19.</i> <i>The total costs associated with empty buildings that were owned or rented by the department in 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19. This includes security, insurance, maintenance and renovation.</i> <i>The approximate proportion of floor space that is not utilised in occupied buildings. Please indicate the total square footage of the building, and the total square footage of the unutilised space.</i> <i>If your department has more than 30 sites (including agencies and public bodies), please include information relating only to the headquarters buildings.</i>
Response	The Northern Ireland Office has a total of zero vacant properties between 2014-2019, therefore no associated costs have incurred between 2014-2019. All floor space is utilised within occupied buildings. We are also tenants in 1 Horse Guards Road, London. Accommodation at this location are procured by the landlord, HM Treasury, therefore the requested information is not held by this Department. HMT can be contacted on foirequests@hmtreasury.gov.uk.

FOI Request Reference	FOI/19/165
Month Issued	September 2019
Request	<i>I request any information held by NIO regarding the use of Semtex during the Conflict, incidents in which Semtex was used (whether proven or not), groups responsible for its use, supply sources for the import of Semtex and list of victims.</i>
Response	The information you have requested is not collated in an easily retrievable format and for the NIO to conduct a search would involve redirecting staff from their current work to research all Troubles - related incidents recorded within NIO files. There is

	also no guarantee of the accuracy of such research: the NIO does not hold information relating to every incident that occurred during the Troubles and the information we have will not in all cases provide clarity on the use of semtex. It is therefore considered (in accordance with section 12 of the Freedom of Information Act) that the cost of complying with your request for information would exceed the “appropriate limit” as stated, which is currently set at £600. Consideration would also have to be given to the application of any relevant FOIA exemptions. You may wish to submit a refined request in order that the cost of complying with your request may be facilitated within the ‘appropriate limit’.
--	---

FOI Request Reference	FOI/19/166
Month Issued	September 2019
Request	<i>This is an information request relating to staff training.</i> <i>Please itemise the information for 2016-17, 2017-18 and 2018-19:</i> • <i>What is the name and cost of every training programme that the department has carried out?</i> • <i>What was each programme intended to achieve?</i> • <i>How was the training delivered (off-site, in-office, online etc) for each programme?</i> • <i>How did the department measure its success, and what are the results of the measurements?</i> • <i>How many staff failed to undertake or complete the programme, or were unable to achieve required results to pass? If it is not possible to give a precise figure of the number of staff, please provide an estimate of the proportion of the workforce which did not attend, and were expected to.</i> • <i>What sanctions were imposed or implemented if staff did not carry out each programme, or failed to pass?</i> • <i>How much was spent on external consultants to carry out and/or devise the training, broken down by each organisation? If this would violate Section 43 (2), please only provide the total spending figure on external consultants for these training programmes.</i> <i>If Section 12 limitations arise, please fulfil the request for London-based staff only.</i>
Response	As a small Department we do not run training programmes. Our staff avail of central Civil Service Training Programmes (e.g. Future Leaders Programme) or training programmes through the Ministry of Justice to which we are aligned.

FOI Request Reference	FOI/19/167
------------------------------	------------

Month Issued	September 2019
Request	<i>Under the Freedom of Information Act:</i> <i>1. Please confirm whether you use recruitment agencies to support in the recruitment of temporary and permanent staff?</i> <i>2. If yes to the above question, please can you confirm the agency spend on recruitment for the last 12 months? Please could this be split out between temporary and permanent recruitment.</i> <i>3. Please can you confirm the title/model of any recruitment contracts you have in place? (E.g. PSL, MSP, RPO).</i> <i>4. Please confirm if you use any frameworks for recruitment? (e.g. Crown Commercial Service)</i> <i>5. If any frameworks have been used, please provide details of any agreements/direct awards made in the past 12 months?</i> <i>6. If applicable, please confirm the end date of your current contract for temporary recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant temporary recruitment suppliers.</i> <i>7. If applicable, please confirm the end date of your current contract for permanent recruitment, if a specific end date is not available please provide the start date. Please also confirm the name(s) of the relevant permanent recruitment suppliers.</i> <i>8. Please confirm the name and email address of the individual/s within your organisation in HR and/or Procurement who is/are responsible for appointing the contract for temporary and/or permanent recruitment and any future tender exercises in relation to this.</i>
Response	In response to questions 1 and 2, the Northern Ireland Office uses recruitment agencies in support of temporary staff only and the agency spend on recruitment in the last 12 months for temporary staff was £48,697. In response to questions 3, 4, 5, 6 and 8, the NIO are named participants in multi departmental Collaborative frameworks, managed and procured through the Crown Commercial Service, the link below holds the information requested: https://www.crowncommercial.gov.uk/agreements/search?q=recruitment In response to question 7, the Northern Ireland Office uses recruitment agencies in support of temporary staff only.
FOI Request Reference	FOI/19/168
Month Issued	September 2019
Request	<i>This is an information request relating to heating costs.</i> <i>Please include the following information:</i> <i>• The total amount spent on heating in June, July and August in 2014, 2015, 2016, 2017 and 2018.</i>

	<i>If your department has more than 30 sites, please include information relating only to the headquarters buildings. The request excludes any agencies and public bodies.</i>
Response	The Northern Ireland Office has spent a total of £5,876.86 (inclusive of VAT) within the department's property between 2014-2018. • 2014 – June £1,091.89 / July £923.53 / August £1,022.45 • 2015 – June £682.05 / July £43.53 / August £35.02 • 2016 – June £76.56 / July £15.84 / August £36.30 • 2017 – June £161.78 / July £188.49 / August £195.37 • 2018 – June £453.01 / July £420.38 / August £530.66 We are also tenants in 1 Horse Guards Road, London. Utilities at this location are procured by the landlord, HM Treasury, therefore the requested information is not held by this Department. HMT can be contacted on foirequests@hmtreasury.gov.uk

FOI Request Reference	FOI/19/169
Month Issued	September 2019
Request	<i>This is an information request relating to staff training.</i> <i>Please itemise the information for 2016-17, 2017-18 and 2018-19:</i> • <i>How many internal staff are designated to run training programmes, and how many staff hours were expended doing so?</i> • <i>How many internal complaints arose as a result of staff training programmes?</i> • <i>How do these numbers compare to other such programmes? Specifically, this includes statutory duties such as fire safety and first aid.</i> • <i>How much was spent on charities promoting agendas to civil servants? This includes, inter alia, mental ill-health counselling as a result of Brexit, Trans awareness and intersectionality awareness.</i> <i>If Section 12 limitations arise, please fulfil the request for London-based staff only.</i>
Response	As a small Department we do not run training programmes. Our staff avail of a number of central Civil Service Training Programmes (e.g. Future Leaders Programme) or training programmes through the Ministry of Justice to which we are aligned. There is also nothing spent on charities when they are invited to speak about their roles to staff.

FOI Request Reference	FOI/19/170
Month Issued	September 2019
Request	<i>This is an information request relating to the use of business and first class lounges at airports.</i> <i>Please include the following information for 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19:</i> <i>• The total number of times a business or first class lounge at an airport was used by a member of staff.</i> <i>• The lounge used and name of the airport. For example, the Concorde Room at London Heathrow.</i> <i>• The date on which the lounge was used.</i> <i>• Whether alcohol was consumed by the member of staff at the lounge.</i> <i>Member of staff includes both full time and part time members of staff.</i>
Response	In relation to your request I can confirm that the Northern Ireland Office does not hold this information.

FOI Request Reference	FOI/19/171
Month Issued	September 2019
Request	<i>Please give me the details of:</i> <i>• The severance/redundancy/(whatever name is correct) payments for all government ministers (Cabinet down to parliamentary undersecretary) when they left office</i> <i>• The severance/redundancy payments for any advisers/SPADS relating to each minister</i> <i>Please provide for the duration of time since the 2015 General Election</i>
Response	In response to your request, I can confirm that the department holds information that you have asked for, however this is exempt from disclosure under Sections 21 and 22 of the FOIA. Some of this information is exempt under Section 21 of the FOI Act because it is reasonably accessible to you and I am pleased to inform you that you can access it via the following links: Annual Reports and Accounts 2015-16 Annual Reports and Accounts 2016-17

	• Annual Reports and Accounts 2017-18 Information relating to the accounting period 2018-19 is exempt from disclosure because it is intended for future publication. We are not obliged to provide information that is intended for future publication (Section 22 of the Act). In line with the terms of this exemption in the Freedom of Information Act, we have considered whether it would be in the public interest for us to provide you with the information ahead of publication, despite the exemption being applicable. In this case, I have concluded that the public interest favours withholding the information.
--	---

FOI Request Reference	FOI/19/172
Month Issued	September 2019
Request	<i>This is an information request relating to home working and team building.</i> <i>Please itemise the information for 2016-17, 2017-18 and 2018-19:</i> • <i>How much time do staff spend working from home? Please provide the average number of days the whole of the workforce work at home, and the average number of days worked for the whole of the workforce (both home base and office based).</i> • <i>How much time do staff spend online on non-work websites, and what are the three most common non-work sites visited (excluding search engines)?</i> • <i>How many team building sessions do staff attend per month, and what were the locations?</i> • <i>How many off site events or meetings do staff attend per month, and what are their locations?</i> <i>If Section 12 limitations arise, please fulfil the request for London-based staff only.</i>
Response	The Northern Ireland Office does not hold the information you have requested. In respect of questions 1, 3 and 4, decisions relating to home working, team building and off site meetings are agreed and arranged at a local level by the heads of the business areas. Information on the numbers of meetings and their location is not held. In respect of question 2, the Northern Ireland Office receive managed ICT services from IT Assist (ITA), which is a service provided by Enterprise Shared Services, a body within the Department of Finance, Northern Ireland. The information requested is, therefore, not held by this Department. This information may be available from the Department of Finance, Northern Ireland who can be contacted at foi@finance-ni.gov.uk.

FOI Request Reference	FOI/19/173
------------------------------	------------

Month Issued	September 2019
Request	<i>This is an information request relating to annual leave.</i> <i>Please include the following information for 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19:</i> <i>The total number of annual leave days that were rolled over</i> <i>The average per employee number of annual leave days rolled over</i> <i>The approximate value of the annual leave days that were rolled over for all employees</i> <i>If leave is calculated on a calendar rather than financial year basis, please include that.</i>
Response	In response to your request, the Northern Ireland Office does not hold this information. However, all annual leave is managed locally and in line with business operating requirements; being agreed in advance between employees and their line manager. As a department the Northern Ireland Office encourages all members of staff to ensure they take their annual leave.

FOI Request Reference	FOI/19/175
Month Issued	September 2019
Request	<i>This is an information request relating to staff training and absences.</i> <i>Please itemise the information for 2016-17, 2017-18 and 2018-19:</i> <i>How many off-site events or meetings do staff attend per month, what are their locations and when do they occur?</i> <i>How much time are staff given off for social events?</i> <i>What is the absentee/sickness rate on the following days:</i> <i>15 April 2019</i> <i>16 April 2019</i> <i>22 April 2019</i> <i>23 April 2019</i> <i>29 April 2019</i> <i>30 April 2019</i> <i>6 May 2019</i> <i>7 May 2019</i> <i>13 May 2019</i>

	• 14 May 2019 • 20 May 2019 • 21 May 2019 • 18 June 2018 • 19 June 2018 • 20 June 2018 • 25 June 2018 • 26 June 2018 • 27 June 2018 • 28 June 2018 • 29 June 2018 • 2 July 2018 • 3 July 2018 • 4 July 2018 • 10 July 2018 • 11 July 2018 • 12 July 2018 4. What was the absentee/sickness rate for the whole of 2016-17, 2017-18 and 2018-19, and from 1 April 2019 to 15 August 2019? <i>If Section 12 limitations arise, please fulfil the request for London-based staff only.</i>
Response	In response to points 1 and 2, the Northern Ireland Office does not hold the information you have requested. Decisions relating to any off site meetings or activities are agreed and arranged at a local level by the heads of the business areas. In respect of point 3 regarding absentee/sickness rates for the specified dates, all sick absence information is sent to the Cabinet Office on a quarterly return based on a rolling 12 month period. These returns are commissioned in arrears and the most up to date sick absence information sent to the Cabinet office is up to 31 March 2019 (Quarter 1 - 1 April 2018 to 31 March 2019 inclusive). The sickness information relating to 15 April 2019 - 21 May 2019 inclusive will form part of the next quarterly return. The sickness absence relating to the dates 18 June 2018 to 12 July 2018 formed part of the Quarter 3 return, for the rolling 12 month period of 1 October 2017 to 30 September 2018, when there was a total of 264 days sick absence.

	In response to point 4, I can confirm that the department holds information that you have asked for, however this is exempt from disclosure under Sections 21 and 22 of the FOIA. Some of this information is exempt under Section 21 of the FOI Act because it is reasonably accessible to you and I am pleased to inform you that you can access it via the following links: • Annual Reports and Accounts 2016-17 • Annual Reports and Accounts 2017-18 Information relating to the accounting period 2018-19 is exempt from disclosure because it is intended for future publication. We are not obliged to provide information that is intended for future publication (Section 22 of the Act). In line with the terms of this exemption in the Freedom of Information Act, we have considered whether it would be in the public interest for us to provide you with the information ahead of publication, despite the exemption being applicable. In this case, I have concluded that the public interest favours withholding the information. The sickness absence rates from 1 April 2019 to 15 August 2019, will form part of the next Cabinet Office commissioned quarterly return.
--	---

FOI Request Reference	FOI/19/176
Month Issued	September 2019
Request	<i>Please could you provide the following information under the Freedom of Information Act 2000:</i> <i>The following article mentions an email, sent by a senior civil servant, reminding government departments of the deadline set by the Prime Minister for them to submit to No 10 their full analysis of no-deal preparations, as well as "a list of policy decisions required to reach a steady state after a 'No Deal' scenario".</i> https://www.newstatesman.com/politics/staggers/2019/08/government-just-emailed-confidential-brexit-information-wrong-person

	<i>Please could you provide the initial request for submissions, as well as the full analysis of no-deal preparations submitted by your department to No 10 and the "list of policy decisions required to reach a steady state after a 'No Deal' scenario' submitted by your department.</i>
Response	We can neither confirm nor deny whether the Northern Ireland Office (NIO) holds the information that you have requested. We are not obliged to confirm or deny whether we hold the information you have requested by virtue of Section 35 of the Freedom of Information Act (formulation of government policy). Section 35 is a qualified exemption and we have considered whether the balance of the public interest favours confirming or denying this information is held. There is a general public interest in disclosure of information and I recognise that openness in government may increase public trust in and engagement with the government. We recognise that the decisions Ministers make may have a significant impact on the lives of citizens and there is a public interest in their deliberations being transparent. These public interests have to be weighed against a strong public interest that policy-making and its implementation are of the highest quality and informed by a full consideration of all the options. Ministers must be able to discuss policy freely and frankly, exchange views on available options and understand their possible implications. The candour of all involved would be affected by their assessment of whether the content of the discussions will be disclosed prematurely. If discussions were routinely made public there is a risk that Ministers may feel inhibited from being frank and candid with one another. As a result the quality of debate underlying collective decision making would decline, leading to worse informed and poorer decision making. Taking into account all the circumstances of this case, I have concluded that the balance of the public interest favours neither confirming or denying this information is held. You can find out more about Section 35 by reading the full text of the Act, available at http://www.legislation.gov.uk/ukpga/2000/36/section/35

FOI Request Reference	FOI/19/177
Month Issued	September 2019
Request	<i>This is an information request relating to subsidies for office canteens.</i> <i>Please include the following information for 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19:</i> <i>The total subsidy for the staff canteen.</i> <i>The total sales income for the staff canteen.</i>

	<i>Subsidy means the direct costs of providing the catering service in the department. Sales income means income generated from those who use the canteen.</i> <i>Please see the FOI below from the House of Commons as an example:</i> https://www.parliament.uk/documents/IHS%20Communications/Copy_of_Cost_of%20Catering.pdf <i>If your department has more than 30 sites, please include information relating only to the headquarters buildings. The request excludes any agencies and public bodies.</i>
Response	Freedom of information law allows us to decline to answer FOI requests when we estimate it would cost us more than £600 (equivalent to 3.5 working days' worth of work, calculated at £25 per hour) to identify, locate, extract and then provide the information that has been asked for in a request (section 12 FOIA). We have made the decision to decline your request on this basis, as to comply with the request and to enable us to identify whether we hold any such material, officials would be required to open and read a large amount of different records individually stored in a number of locations, and given the broad scope of your request we consider this would cost over £600. Although we cannot answer your request at the moment, we might be able to answer a further refined request within the cost limit. You may wish to reconsider the scope of your FOI request and submit a revised and more targeted request by providing a shorter timeframe/date range. You should not infer from this that the Northern Ireland Office holds a large amount of information relating to the subjects you have asked about, only that we would need to search through a large number of records in order to find out whether we hold any information relevant to your request. You can find out more about Section 12(1) by reading the extract from the Act and some guidance points we consider when applying this exemption, attached at the end of this letter. You can also find more information by reading the full text of the Act, available at http://www.legislation.gov.uk/ukpga/2000/36/section/12. Please note that, as in this instance, a further refined request may still not fall within the FOIA cost limit.

FOI Request Reference	FOI/19/178
Month Issued	September 2019
Request	<i>Under the Freedom of Information Act, please provide:</i>

	• <i>Details of the amount of money made available for the period from 2019 onwards by the department for commemorations of the conflict which took place in Northern Ireland (known as 'The Troubles') during the approximate period between 1969 and 1996. This may include individual commemorations of particular events and the names of any groups (charities etc) that has received funding in line with this.</i> • <i>Details of any committees or subgroups established within the department to discuss commemorations of events which took place during the conflict (e.g. titles of groups/committees, minutes of meetings) and/or how to distribute funding.</i>
Response	The Northern Ireland Office does not hold any information within the scope of your first request as it is not responsible for making any direct payments of this nature. We have interpreted your second request as relating to the same timeframe i.e. from 2019 onwards, as your first request. The Northern Ireland Office does not hold any information within the scope of this request.

FOI Request Reference	FOI/19/179
Month Issued	September 2019
Request	<i>This is an information request relating to gender neutral toilets.</i> <i>Please include the following information:</i> • <i>The total number of gender neutral toilets in the department's headquarters in 2018-19.</i> • <i>The total number of gender neutral toilets in the department's headquarters in 2013-14.</i> • <i>The costs associated with creating gender neutral toilets between, and including, 2013-14 and 2018-19.</i> <i>A gender neutral toilet is one that is not separated by gender or sex. This information request excludes those which are disabled toilets.</i>
Response	The Northern Ireland Office has two office locations Stormont House, Belfast and 1 Horse Guards Road, London, neither location is deemed to be the headquarters. Belfast maintains a total of 12 gender neutral toilets within the department's property between 2013-2014 and 2018-2019. There has been no cost incurred with creating gender neutral toilets between 2013-2014 and 2018-2019.

	In London toilet provision is managed by the landlord, HM Treasury, therefore the requested information is not held by this Department. HMT can be contacted on foirequests@hmtreasury.gov.uk
--	--

FOI Request Reference	FOI/19/182
Month Issued	September 2019
Request	<i>I am writing to you under the Freedom of Information Act 2000 to request the following information from the Northern Ireland Office</i> <i>The number of civil servants in your department claiming their rent for a second property on expenses while sent on a secondment or placement in a regional office outside of London, each year for the past five years. For clarity, this could be if somebody who rented a flat in London was sent to Newcastle for six months, and claimed expenses to cover rent in either the London flat or the Newcastle flat</i> <i>The total cost of expenses paid out in the your department because of this, each year for the past five years</i> <i>The number of civil servants in your department permanently based outside of London, claiming expenses for rent on a property inside London, each year for the past five years</i>
Response	Your request has been handled under the Freedom of Information Act 2000 (FOIA) and I can confirm none of the Department's civil servants claimed such expenses over the past five years.

FOI Request Reference	FOI/19/183
Month Issued	September 2019
Request	<i>This is a request for information under the Freedom of Information Act. My request refers to the Alternative Arrangements Commission, which is a Commission that has "sought to develop credible and practical Alternative Arrangements relating to the Irish Border that can be delivered in a timely fashion to ensure that the UK retains full flexibility in its future negotiations with the European Union." https://www.prosperity-uk.com/aacabout/. The Commission is co-chaired by Nicky Morgan MP and Greg Hands MP.</i> <i>I would like to request the following information:</i> <i>Since 01 February 2019, please provide all external correspondence and communications with representatives of the Alternative Arrangements Commission.</i> <i>Since 01 February 2019, please provide all internal correspondence and communications that mentions, or refers to the Alternative Arrangements Commission.</i>

	<i>Please direct this request to the team or the department that is dealing with issues relating to the Irish Border.</i> <i>By “correspondence and communications”, I define this as including, but not limited to the following:</i> • <i>Emails</i> • <i>Letters</i> • <i>Memos</i> • <i>Briefings</i> • <i>Research documents</i> • <i>Press clippings</i> • <i>Notes taken during telephone conversations</i> • <i>Minutes taken during meetings</i>
Response	The law allows us to decline to answer FOI requests when we estimate it would cost us more than £600 (equivalent to 3.5 working days’ worth of work, calculated at £25 per hour) to identify, locate, extract and then provide the information that has been asked for. To comply with the request and to enable us to identify whether we hold any such material, officials across the entire Department would be required to open and read a large amount of records individually. You should not infer from this that the Northern Ireland Office holds a large amount of information relating to the subjects you have asked about, only that we would need to search through a large amount of records in order to find out whether we hold any information relevant to your request. You can find out more about Section 12(1) by reading the extract from the Act and some guidance points we consider when applying this exemption, attached at the end of this letter. You can also find more information by reading the full text of the Act, available at http://www.legislation.gov.uk/ukpga/2000/36/section/12. Although we cannot answer your request at the moment, we might be able to answer a further refined request within the cost limit. You may wish to consider a timeframe for the request, indicating a specific team within the Department to include in the search, or reducing the number of sources you would like searched. Please note that, as in this instance, a further refined request may still not fall within the FOIA cost limit.
FOI Request Reference	FOI/19/184

Month Issued	September 2019
Request	<i>I'm writing to request information under the Freedom of Information Act 2000.</i> <i>Please could you provide:</i> <i>Details of any contracts the Office has held with the private companies Amazon and Amazon Web Services (AWS) for each of the last five years. Please include all details of the services they are providing the Office and how much it is paying for these services.</i> <i>As above, please also include contract information for your suppliers or contractors who use Amazon and / or AWS in order to carry out their contract with you.</i> <i>Details of any contracts or agreements with Amazon or AWS relating to future years.</i> <i>Copies of the contracts, including any indexes, supplements or appendices, between the Office and Amazon and AWS.</i> <i>Any other documents relating to commercial agreements between the Office and Amazon and AWS.</i> <i>If not provided above, please also include the details of any information that is stored or kept by Amazon and AWS, how long it will be stored for, and if there is an agreement in place that states if Amazon and AWS can or cannot analyse the information they are holding either for the Office or for their own personal use.</i>
Response	The Northern Ireland Office receives managed ICT services from IT Assist (ITA), which is a service provided by Enterprise Shared Services, a body within the Department of Finance, Northern Ireland. The information requested is, therefore, not held by this Department. This information may be available from the Department of Finance, Northern Ireland who can be contacted at foi@finance-ni.gov.uk

FOI Request Reference	FOI/19/185
Month Issued	September 2019
Request	<i>How many sick days have civil servants in this department taken this year from Jan 1st up to 31st May 2019?</i> <i>What was the equivalent number of sick days taken in the same time period (Jan 1st - May 31) in a) 2018; b) 2017; c) 2016; d) 2015; e) 2014?</i> <i>How many sick days did civil servants in the department take in total in a) 2014; b) 2015; c) 2016; d) 2017; e) 2018?</i> <i>Have any additional measures been taken by the department, in 2019, to help civil servants deal with stress?</i>
Response	In response to question 1 regarding the number of sick days for the period 1 January to 31 May 2019, all sick absence information is sent to the Cabinet Office on a quarterly return based on a rolling 12 month period and is not recorded in the format of the specified dates. This information will be in the scope of the Annual Reports and Accounts therefore exempt from disclosure because it is intended for future publication.

	We are not obliged to provide information that is intended for future publication (section 22 of the Act). In line with the terms of this exemption in the Freedom of Information Act, we have considered whether it would be in the public interest for us to provide you with the information ahead of publication, despite the exemption being applicable. In this case, I have concluded that the public interest favours withholding the information. In response to question 2, the department does not hold the information you have requested between the specific dates as it is within the scope of the Annual Reports, see links below. In response to question 3, I can confirm that the department holds information that you have asked for, however this is exempt from disclosure under Section 21 of the FOIA. Some of this information is exempt under Section 21 of the FOI Act because it is reasonably accessible to you and I am pleased to inform you that you can access it via the following links: • Annual Reports and Accounts 2013-14 • Annual Reports and Accounts 2014-15 • Annual Reports and Accounts 2015-16 • Annual Reports and Accounts 2016-17 • Annual Reports and Accounts 2017-18 In response to question 4, recognising staff wellbeing is an ongoing priority within the department; employees are encouraged to speak up if they feel under stress and staff have access to confidential support through the Employee Assistance Programme, as well as support from Mental Health First Aiders. The NIO has a Staff Wellbeing Guide through which staff can be signposted to other sources of support and a number of Resilience training events have been arranged helping staff with stress awareness management.
--	---

FOI Request Reference	FOI/19/186
Month Issued	September 2019
Request	<i>I would like to request the following information under the Freedom of Information Act 2000:</i> <i>Note, the below request should be restricted to Freedom of Information Act 2000 requests which contained any reference to 'Brexit'.</i>

	1. <i>The number of Freedom of Information Act 2000 requests made to the Department from between July 2016 and 30th July 2019 which contained any reference to 'Brexit', with this number broken down by year. (i.e.- the numbers for July 2016-July 2017, July 2017-2018, July 2018-2019)</i> <i>If this time period is too long, the search may be narrowed to the period from July 2017 to 30th July 2019, or alternatively to the last 12 months (30th July 2018 - 30th July 2019).</i> 2. <i>The number of said requests which received a response, the number which received a refusal, and the average time it took to send said responses/refusals. If this is too general, a particular interest should be paid to those which were answered in a time period longer than the statutory 20 working day period.</i> <i>Regarding format, if possible, could the information be outlined an excel table format, with headings such as or similar to these:</i> <i>Request Date (beginning of 20 working day statutory period)</i> <i>Response Date</i> <i>Was a 'reasonable extension' conveyed? (Y/N)</i> <i>(if possible) Was there a special reason given for any delay in response?</i> <i>(if possible) If the request was refused, what was the reason given for refusal?</i>
Response	<u>Question 1</u> Some of the information you have requested in your Question 1 is accessible by other means and therefore this part of your request is refused under FOI s21. The information pertaining to 2016 can be found in the NIO's FOI releases on gov.uk here: https://www.gov.uk/government/publications/northern-ireland-office-foi-releases-2016 Section 21 is an absolute exemption and there is no requirement for a public interest test. You can learn more about s21 on the Information Commissioner's website: https://ico.org.uk/media/for-organisations/documents/1203/information-reasonably-accessible-to-the-applicant-by-other-means-sec21.pdf The remainder of the information you have requested in your Question 1 is contained in material currently being prepared for future publication on gov.uk and therefore this part of your request is refused under FOI s22.

	Section 22 requires a public interest test. The information you have requested can be found in a subset of the total information to be published. There is a risk that responding to your request and producing this subset would delay production and publication of the larger set of information thereby delaying public access to all NIO's FOI releases. Taking into consideration the government's transparency aims we feel the public interest lies in ensuring publication in full at the earliest opportunity and therefore in applying this exemption. You can learn more about s22 on the Information Commissioner's website: https://ico.org.uk/media/for-organisations/documents/1172/information-intended-for-future-publication-and-research-information-sections-22-and-22a-foi.pdf <u>Question 2</u> We do not hold the information you have requested in your Question 2 and would have to create it specifically to answer which the Act does not require.
--	---

FOI Request Reference	FOI/19/199
Month Issued	September 2019
Request	<i>This is an information request relating to websites.</i> <i>Please itemise the information for 2016-17, 2017-18 and 2018-19:</i> <i>What are the three most common websites visited (excluding search engines and departmental/government intranet)?</i> <i>If Section 12 limitations arise, please fulfil the request for London-based staff only.</i>
Response	In respect of your questions the Northern Ireland Office receives managed ICT services from IT Assist (ITA), which is a service provided by Enterprise Shared Services, a body within the Department of Finance, Northern Ireland. The information requested is, therefore, not held by this Department. This information may be available from the Department of Finance, Northern Ireland who can be contacted at foi@finance-ni.gov.uk