

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked:

I hereby request a list of Business Rate accounts that meet the following criteria:

- Q1 Current overpayment/credit shown for any financial year if credit balance hasn't been carried forward**
- Q2 Accounts where a 'write on' has been used since 1st April 2000 to cancel an overpayment which has not since been reversed**

I would request that the list contains the following information:

- **Ratepayer name ***
- **Address of property concerned**
- **Amount of overpayment/write on**
- **If possible, the period/financial year relating to overpayment/credit/write on**

***Information is only requested where the ratepayer is a company and not an individual as I appreciate this is limited by the Data Protection Acts.**

A1. [Please see the attached spreadsheet with requested details.](#)

A2. [In order to provide you with the information requested would require each account \(where money has been written back\) to be manually checked to identify whether this was done due to a credit or for another reason. For amounts written off, there are 2,841 accounts that would take 10 minutes each totalling 28,410 min or 474 hours.](#)

[Section 12 of the Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the appropriate limit, which for local government is set at £450. This represents the estimated cost of one person spending 2.5 working days in determining whether the department holds the information, locating, retrieving and extracting the information.](#)

The legislation allows you to use the information supplied for your own personal use. Please be aware that any commercial or other use, for example publication, sale, or redistribution may be a breach of copyright under the Copyright, Designs and Patents Act 1988 as amended unless you obtain the copyright holder's prior permission.

Not all the information that is supplied which is covered by copyright will be the Council's copyright, for example it may be the copyright of a government department or another Council. You should seek either the Council's consent or their consent as appropriate. The Council is willing to advise you of any such potential issues on request. In order to make a request to re-use the information please contact the Information Governance Manager using the details below.

If you are dissatisfied with the handling of your request please write to:

Information Governance Manager
Information and Support
Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG
e-mail: info.requests@leicester.gov.uk

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow SK9 5AF
Telephone: 01625 545 700
www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.