

## **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:**

**"We are writing to request a schedule (in an electronic spread sheet format if possible) of all National Non-Domestic Rate accounts in your billing authority area that still have a credit balance shown on them from any time from 1 April 1990 to date. The reason for the credit might be, but will not be limited to: closed account, alteration to the rating list, void relief awarded, section 44a relief awarded, certification, and transfers between accounts or interest."**

**We do not expect you to supply details for sole traders or private individuals, partnerships or limited liability partnerships as this will be excluded under Data Protection laws. We require details of limited companies, unlimited companies, public limited companies, government departments, and local authorities.**

**Please supply the name of the ratepayer, the billing authority reference number, the address of the hereditament, the amount of the credit balance and the rate year(s) to which it applies. Please confirm the date the schedule was generated."**

### **Answer:**

Please see the attached spreadsheet.

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.

We estimate that it will take us in excess of 2.5 working days to determine appropriate material and locate, retrieve and extract the information in reference to your request. Therefore, your request will not be processed further.

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](mailto: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](http://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.