

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:

a) We would be grateful if you could supply (ideally in spreadsheet form if convenient), a list of all credit balances over £500 owing to incorporated companies in respect of National Non Domestic Rates, both where the credit is owing on the current/closed balance, and also in respect of past years where the credit has not been carried forward.

Answer:

Please see the attached spreadsheet with details.

b) Could you also provide a similar list where any such overpayment/ credit has been cancelled by a 'write on' and not subsequently reversed/ refunded.

For clarity, the list(s) are to include, if possible –

- (1) The address and ideally the Property Reference Number of the hereditament to which the account refers.**
- (2) The name of the company to which the credit/overpayment is payable.**
- (3) The value of the credit/overpayment.**
- (4) The year(s) to which the credit/overpayment refers.**

We would like this information to date back as far as your records permit. We are aware that you may not be able to provide information naming individuals as opposed to incorporated entities, and we understand if column (2) is redacted in these cases.

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.

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.

This is therefore a Refusal Notice under section 17.1 of the Freedom of Information Act, because under the provisions of section 12.1 of the Act, the Council estimates that to comply with your request in its current form will exceed the appropriate limit.

You may wish to refine your request by narrowing its scope by being more specific about what information you particularly wish to obtain, including any dates or period of time relevant to the information required. For example, while it would not be feasible to provide 12 month's worth of information it would be possible to extract the information for a one month period. Please let me know if you would like to take this approach.

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.