

APPENDIX 2

Monitoring Report on Requests received by The Moray Council under Freedom Information (Scotland) Act, Data Protection Act and Environmental Information (Scotland) Regulations

1 October 2007 – 31 March 2008		
Total number of requests received under access to information legislation	277	
Number of Requests received under Freedom of Information (Scotland) Act FOI(S)A	261	
Number of FOI(S)A Requests answered on or before time limit	261	100%
Instances where time limit for reply has been exceeded	0	
Number of reviews under sections 20 & 21 (reviews by the local authority)	0	
Number of appeals to Office of the Scottish Information Commissioner	0	
Number of Data Protection Act (DPA) Requests	15	
Number of DPA requests answered on or before time limit	15	100%
Number of Environmental Information (Scotland) Regulations (EISRs) Requests	1	
Number of EISRs answered on or before time limit	1	100%
Number of requests completely fulfilled	257	
Number not fulfilled (information not held)	12	
Number of clarifications sought	5	
Refusal - exemptions	3	
• Section 27 [Information intended for future publication within 12 weeks of the request]	[2]	
• Section 25 [information available on the Publication Scheme]	[1]	
Number of fees charged under sections 9,12,& 13 FOI(S)A	2	

1 October 2007– 31 March 2008			
Department	No of Requests	No answered within legislation deadlines	Percentages
Central Services	112	112	100%
Corporate Services	21	21	100%
Education	27	27	100%
Environmental - Development	54	54	100%
Environmental - Direct	9	9	100%
Finance & ICT	12	12	100%
Housing	9	9	100%
Social Work	7	7	100%
Multi-departmental - Corporate Services co-ordinating	26	26	100%
Total	277	277	100%

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Number of enquiries by department and type of enquirer	1 October 2007 – 31 March 2008
Press/Journalist	
Central Services	2
Corporate Services	7
Education	5
Environmental services – Development	0
Environmental services – Direct	0
Finance and ICT	6
Housing	0
Social Work	2
Multi-department – Corporate Services co-ordinating	5
Total	27
Business - other	
Central Services	1
Corporate Services	4
Education	3
Environmental services – Development	13
Environmental services – Direct	1
Finance and ICT	1
Housing	1
Social Work	0
Multi-department – Corporate Services co-ordinating	7
Total	31
Member of the public	
Central Services	2
Corporate Services	2
Education	9
Environmental services – Development	19
Environmental services – Direct	4
Finance and ICT	3
Housing	3
Social Work	2
Multi-department – Corporate Services co-ordinating	7
Total	51
Legal - solicitor	
Central Services	45
Corporate Services	1
Education	0
Environmental services – Development	14
Environmental services – Direct	1
Finance and ICT	0
Housing	4
Social Work	0
Multi-department – Corporate Services co-ordinating	2
Total	67
Employee	
Central Services	52
Corporate Services	0
Education	0
Environmental services – Development	1
Environmental services – Direct	0
Finance and ICT	0
Housing	0
Social Work	0
Multi-department – Corporate Services co-ordinating	0
Total	53
Research/Marketing	
Central Services	2
Corporate Services	0
Education	1
Environmental services – Development	0
Environmental services – Direct	0
Finance and ICT	0

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Housing	0
Social Work	2
Multi-department – Corporate Services co-ordinating	0
Total	5
Other government	
Central Services	1
Corporate Services	2
Education	6
Environmental services – Development	0
Environmental services – Direct	0
Finance and ICT	0
Housing	0
Social Work	0
Multi-department – Corporate Services co-ordinating	1
Total	10
Voluntary Sector	
Central Services	1
Corporate Services	1
Education	0
Environmental services – Development	0
Environmental services – Direct	1
Finance and ICT	1
Housing	0
Social Work	1
Multi-department – Corporate Services co-ordinating	0
Total	5