

## Response to Request for Information

Reference      FOI 000678  
Date            09 December 2016

### ***Payroll – Overpayments***

**Request:**

Request for information under the Freedom of Information Act 2000.

For the financial years 2011/12, 2012/13, 2013/14, 2014/15, 2015/16 please provide the following:

- The total amount of money the authority has overpaid staff in each financial year listed above?
- The number of staff members, including the directorates they work for, overpaid in each financial year listed above?
- The amount of money overpaid to each staff member during each financial year listed above?
- The total amount of money the authority has recovered from any overpayments made?

Your request for information has now been considered. Unfortunately City of Wolverhampton Council cannot supply all of the information you requested for the reasons set out below. Section 17 of the Freedom of Information Act 2000 requires City of Wolverhampton Council, when refusing to provide such information (because the information is exempt) to provide you, the applicant with a notice which:

- (a) states the fact,
- (b) specifies the exemption in question and
- (c) states (if that would not otherwise be apparent) why the exemption applies:

In relation to your particular request, the following exemption applies:

#### **Section 12 - Exemption where cost of compliance exceeds appropriate limit**

We can confirm that the Council holds information falling within the description specified in your request. However, Section 12 of the Freedom of Information Act 2000 allows a public authority to refuse a request if the cost of providing the information to the applicant would exceed the 'appropriate limit' as defined by the Freedom of Information.

The Regulations provide that the appropriate limit to be applied to requests received by local authorities is £450 (equivalent to 18 hours of work). In estimating the cost of complying with a request for information, an authority can only take into account any reasonable costs incurred in:

[NOT PROTECTIVELY MARKED]

- (a) *Determining whether it holds the information,*
- (b) *Locating the information, or a document which may contain the information,*
- (c) *Retrieving the information, or a document which may contain the information,*  
*and*
- (d) *Extracting the information from a document containing it.*

*For the purposes of the estimate the costs of performing these activities should be estimated at a rate of £25 per hour.*

The information appertaining to amount of money overpaid to staff is not easily accessible and as such this information is not held as a distinct set able to be retrieved or reported on. To get the information would require a full scale look into all individual payroll records. This would be a manual exercise and as such we believe that the aggregated time it would take to collate the information would be in excess of 18 hours (equivalent to a notional cost of £450).