

[Redacted]

From: [Redacted]
Sent: 20 August 2018 08:31
To: [Redacted]
Subject: FW: FOI - CEA - Handling of FOI's for Special Advisers - [Redacted]

From: [Redacted]
Sent: 08 February 2018 10:50
To: FoI SpAds PO <FoI.SpAdsPO@gov.scot>; [Redacted]
Cc: Rogers DA (David) (Strategy and Constitution Director) [Redacted]; Davidson I (Ian) (CUKR) [Redacted];
CUKR : Freedom of Information Unit <DLCEABCUKRFIU@gov.scot>
Subject: FW: FOI - CEA - Handling of FOI's for Special Advisers - [Redacted]

[Redacted]

[Redacted - Not in scope]

Questions 2 and 3 appear to require cross-SG trawls, so would cost in excess of the £600 limit.

[Redacted]

[Redacted - Not in scope]

1. [Redacted - Not in scope]

[Redacted - Not in scope]

[Redacted]

From: [Redacted]
Sent: 20 August 2018 10:24
To: [Redacted]
Subject: FW: FOI - ECJ - SPA - [Redacted]

From: [Redacted]
Sent: 09 February 2018 13:44
To: [Redacted]
Cc: CUKR : Freedom of Information Unit <DLCEABCUKRFIU@gov.scot>
Subject: RE: FOI - ECJ - SPA - [Redacted]

Thanks [Redacted]

Cc'd – for awareness

[Redacted - Not in scope]

In relation to your question on if the individual request exceeds the cost limit, it would really depend on whether we would be likely to have received correspondence via this email, I think it is likely that the upper cost limit could apply but you would need to give some consideration of whether we would be likely to hold information?

Can you register the request on the tracker so we can get a full picture of all the requests received, it may be that he is trying to circumvent the cost limit by sending in a number of separate requests to different areas. If this is the case we may need to consider or approach in more detail.

Thanks
[Redacted]

[Redacted] Freedom of Information Unit | Scottish Government | 2W | St Andrews House | Regent Road | Edinburgh | EH1 3DG | [Redacted] | Ext [Redacted]

You can find the most recent information on FOI on the [FOI SharePoint site](#). It contains detailed guidance on all aspects of FOI, as well as step-by-step guides to answering a request and doing an internal review, response templates and sample reasons.

From: [Redacted]
Sent: 09 February 2018 13:25
To: [Redacted]
Subject: FW: FOI - ECJ - SPA - [Redacted]

[Redacted],

Please note below. Grateful for your thoughts on the handling of this request. Do you think the cost limit may apply here? [Redacted - Not in scope]

[Redacted - Not in scope]

Kind regards,

[Redacted]

[Redacted]

[Redacted]

Police Division
Scottish Government
1R St Andrew's House
Regent Road
Edinburgh
EH1 3DG

Tel: [Redacted]

From: [Redacted]

Sent: 09 February 2018 13:15

To: Communications Justice; [Redacted]

Cc: [Redacted]

Subject: FW: FOI - ECJ - SPA - [Redacted]

[Redacted]

[Redacted - Not in scope]

As you will note from the terms of the request itself, we may need to ask Comms colleagues to check their records for any information within scope. However, we will check in with FoI Unit colleagues first re whether the request may exceed the cost limit.

Thanks,

[Redacted]

[Redacted]
Police Division
Scottish Government
1R St Andrew's House
Regent Road
Edinburgh
EH1 3DG

Tel: [Redacted]

[Redacted - Not in scope]

[Redacted]

From: [Redacted]
Sent: 20 August 2018 08:33
To: [Redacted]
Subject: FW: FOI - CEA - Freedom of Information internal complaints - [Redacted]

From: [Redacted]
Sent: 12 February 2018 17:59
To: [Redacted]
Subject: Re: FOI - CEA - Freedom of Information internal complaints - [Redacted]

[Redacted]

[Redacted - Not in scope]

The only way we could be sure would be to do a trawl and since this would need to cover the whole of SG, that would breach the £600 cost limit and be refused. We should suggest ways he could narrow his request eg specific business areas.

[Redacted - Not in scope]

[Redacted]
Sent from my BlackBerry - [Redacted]

[Redacted - Not in
scope]

[Redacted - Not in scope]

[Redacted]

From: [Redacted]
Sent: 20 August 2018 16:09
To: [Redacted]
Subject: FW: FOI - MPO - Religious Observance Ministers Briefings - [Redacted]

From:[Redacted]
Sent: 15 February 2018 13:37
To: Freedom of Information <foi@gov.scot>; [Redacted]
Cc: [Redacted]
Subject: RE: FOI - MPO - Religious Observance Ministers Briefings - [Redacted]

Hi [Redacted]

The requester has asked for any information to ministers regarding or including info about religious observances so I would be inclined to interpret widely. That said, you may want to consider how wide a search is reasonable within the cost limits (there's guidance on this on the [FOI SharePoint site](#)). You may then want to consider whether advice and assistance is required about what could be provided within the cost limits.

Thanks

[Redacted]

[Redacted]
FOI Unit
x[Redacted]

[Redacted - Not in scope]

[Redacted]

From: [Redacted]
Sent: 20 August 2018 10:30
To: [Redacted]
Subject: FW: Fol

From: [Redacted]
Sent: 22 February 2018 12:13
To: [Redacted]
Cc: CUKR : Freedom of Information Unit <DLCEABCUKRFIU@gov.scot>
Subject: RE: Fol

Does that not run up against the problem that [Redacted] mentions in her email of 19 February – if individuals were included it would likely exceed the cost limit?

[Redacted - Not in scope]

[Redacted - Not in scope]

[Redacted - Not in scope]

[Redacted]

From: [Redacted]
Sent: 20 August 2018 10:31
To: [Redacted]
Subject: FW: FoI/18/00541 - Advice

From: [Redacted]
Sent: 23 February 2018 15:47
To: [Redacted]
Cc: CUKR : Freedom of Information Unit <DLCEABCUKRFIU@gov.scot>
Subject: RE: FoI/18/00541 - Advice

[Redacted]

This would be 'costs' rather than clarification.

The response applying the upper cost limit (technically, not itself an exemption) also provides opportunity for the requester to submit a modified request – as you have set out in your draft letter i.e. specifying particular subject matter or business area.

While not clarification this does allow the applicant to reformulate the request to make it manageable i.e. one that would not breach the cost limit.

Thanks

[Redacted]

From: [Redacted]
Sent: 23 February 2018 15:07
To: [Redacted]; CUKR : Freedom of Information Unit
Subject: FoI/18/00541 - Advice

Hi [Redacted],

My interpretation of the FOI below from [Redacted] is that he is seeking copies of written correspondence between anyone in Scottish Government and the Confederation of British Industry during 2017.

My understanding of FOI guidance is that this type of request would necessitate an organisation wide search and would therefore exceed cost exemption limits.

I am unsure whether the approach for responding to this type of case would be to issue an exemption letter on the basis of cost or to treat the response as a request for clarification, giving the requester the opportunity to provide more detail around their request.

I have drafted letters for both types of response and attached these for information.

I would appreciate your advice on how to progress this request. I am happy to discuss if this would be useful.

Kind Regards

[Redacted]

<< File: FOI 18 00541 Cost Exemption.docx >> << File: FOI 18 00541 Request for Clarification.docx >>

[Redacted] | Strategic Business Engagement Team

**Scottish Government | Enterprise and Cities Division | Economic Development Directorate | 3rd Floor | 5
Atlantic Quay | 150 Broomielaw | Glasgow | G2 8LU**

Tel: [Redacted] (extension [Redacted] | Mobile: [Redacted] | email: [\[Redacted\]](#))

www.scottishbusinesspledge.scot

Twitter: [@scotgoveconomy](#)

<< OLE Object: Picture (Device Independent Bitmap) >>

[\[Redacted - Not in scope\]](#)
