



Information Governance Team

Postal Address:
Coventry City Council
PO Box 15
Council House
Coventry
CV1 5RR

www.coventry.gov.uk

E-mail: infogov@coventry.gov.uk

Phone: 024 7697 5408

04 December 2023

Dear Sir/Madam

Freedom of Information Act 2000 (FOIA)

Request ID: FOI565609672

Thank you for your request for information relating to Schedule 9 requests issued by the Valuation Office Agency.

You have requested the following information:

- 1. The annual volume of schedule 9 requests issued by the Valuation Office Agency via a RALD letter for the calendar years 2017, 2018, 2019, 2020, 2021, 2022 and for the period 1st January 2023 to 30th June 2023. For the sake of clarity, the RALD replaces the FOR VO6003 used for bulk classes of property. RALD is an acronym for Rent and Lease Details. The RALD letter is sent to the property address or in the case of large companies to their Head Office. The letter contains a unique reference number which together with the property's postcode is used to access an electronic version of a form of return via a secure internet site.**
- 2. The annual volume of schedule 9 requests issued by the Valuation Office Agency via FOR VO6003 letter for the calendar years 2017, 2018, 2019, 2020, 2021, 2022 and for the period 1st January 2023 to 30th June 2023.**
- 3. The annual volume of schedule 9 requests issued by the Valuation Office Agency via a RALD letter and that were completed by the recipient ratepayer in question for the calendar years 2017, 2018, 2019, 2020, 2021, 2022 and for the period 1st January 2023 to 30th June 2023. For the sake of clarity, the RALD replaces the FOR VO6003 used for bulk classes of property. RALD is an acronym for Rent and Lease Details. The RALD letter is sent to the property address or in the case of large companies to their Head Office. The letter contains**

a unique reference number which together with the property's postcode is used to access an electronic version of a form of return via a secure internet site.

4. The annual volume of schedule 9 requests issued by the Valuation Office Agency via FOR VO6003 letter and that were completed by the recipient ratepayer for the calendar years 2017, 2018, 2019, 2020, 2021, 2022 and for the period 1st January 2023 to 30th June 2023.

5. The number and value of Civil Penalties issued with relation to the late response to or lack of provision of information relating to a schedule 9 requests issued by the Valuation Office Agency via a RALD letter for the calendar years 2017, 2018, 2019, 2020, 2021, 2022 and for the period 1st January 2023 to 30th June 2023.

6. The number and value of Civil Penalties issued with relation to the late response to or lack of provision of information relating to a schedule 9 requests issued by the Valuation Office Agency via FOR VO6003 letter for the calendar years 2017, 2018, 2019, 2020, 2021, 2022 and for the period 1st January 2023 to 30th June 2023.

For Questions 1 to 6, we confirm that we do not hold the requested information and are advising you as per Section 1(1) of the Act.

Schedule 9 RALD notices are served by the Valuation Office Agency (VOA) on ratepayers responsible for properties in the business rates list. The VOA are part of HMRC and not local authorities, therefore we would suggest that this request is redirected to VOA direct. Details on making a request can be found on the following link:

<https://www.gov.uk/make-a-freedom-of-information-request>

For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: infogov@coventry.gov.uk

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email icocasework@ico.org.uk.

Please remember to quote the reference number above in your response.

Yours faithfully

Information Governance