

DWP Central Freedom of Information Team
e-mail: freedom-of-information-request@dwp.gsi.gov.uk

Our Ref: Fol 3360

Date: 23 August 2018

Dear Mr Slater,

Thank you for your Freedom of Information request received on 30 July 2018. You asked:

'It is normal practice when running projects or programmes to document and control risks, assumptions, issues, and dependencies. These are known collectively as RAID.

I know that the Department documents the issues and risk for its Universal Credit Programme ("UC") but I do not know if formal logs or registers exist for assumptions and dependencies.

RFI1 – Please confirm if assumptions and dependencies are documented for UC and the type of document employed to record them (e.g. a separate log/register for each, combined with other information etc).

RF2 – If logs/registers exist for UC assumptions and dependencies in their own right please disclose them (this must include open and closed assumptions and dependencies) in electronic format (MS Office applications or PDF are acceptable formats).

RFI3 – Please disclose the UC risk register (this must include open and closed risks) in electronic format (MS Office applications or PDF are acceptable formats).

RFI4 – Please disclose the UC issues log (this must include open and closed issues) in electronic format (MS Office applications or PDF are acceptable formats).

If it is helpful to the Department the scope of RFI2, RFI3 and RFI4 may be limited to mean information held that is dated between 01 June 2013 and the 30 July 2018.

"Electronic format" – I am aware that emailing large files on WDTK is problematic for the Department. Therefore I am happy for the requested information to be disclosed to me using CD/DVD media. A postal address can be supplied upon request outside of the WDTK website.

I am content that personal information exempt under S.40 FOIA be redacted by the Department prior to disclosure.'

DWP Response

I can confirm that we hold information falling within the description specified in your request. However, we estimate that the cost of complying with your request would

exceed the appropriate limit for central Government, set by regulations at £600.

This represents the estimated cost of one person spending 3½ working days in determining whether the Department holds the information, and locating, retrieving and extracting it.

Under section 12 of the Freedom of Information Act the Department is not therefore obliged to comply with your request and we will not be processing it further.

Under section 16 of the Act we should help you narrow your request so that it may fall beneath the cost limit. We have recently responded to the Information Commissioner to advise that we have agreed to share with you the Universal Credit Programme Board papers, these have a narrowed down view of the type of information requested. We are preparing these papers and will be in a position to release the detail in the coming weeks.

We will consider afresh any revised request however we cannot guarantee that any revised request will fall within the cost limit.

If you have any queries about this letter please contact us quoting the reference number above.

Yours sincerely,

DWP Strategy Fol Team

Your right to complain under the Freedom of Information Act

If you are not happy with this response you may request an internal review by e-mailing freedom-of-information-request@dwp.gsi.gov.uk or by writing to DWP, Central Fol Team, Caxton House, Tothill Street, SW1H 9NA. Any review request should be submitted within two months of the date of this letter.

If you are not content with the outcome of the internal review you may apply directly to the Information Commissioner's Office for a decision. Generally the Commissioner cannot make a decision unless you have exhausted our own complaints procedure. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow Cheshire SK9 5AF
www.ico.gov.uk