

Ref: FOI 12/1097

21st August 2012

Dear

Thank you for your email dated 24th July 2012 where you requested the following information:

- 1) figures detailing the annual budget allocated to library and information services (or departmental equivalent) for the last 5 years, divided into categories for staff salaries and resources if possible.
- 2) figures of the number of staff employed in library and information service roles for the last 5 years, with separate numbers for holders of CILIP qualifications if possible.
- 3) Job descriptions for all extant roles in departmental library and information services.

Your request has been handled under the Freedom of Information Act 2000 ('the Act'), in which you have the right to:

- know whether we hold the information you have requested and;
- be provided with that information (subject to any exemptions under the Act which may apply).

I am writing to advise you that some, but not all of the information you have requested is held by this Department.

The Department of Energy and Climate Change was established in 2008. Its policy remit and related staff were transferred from what was then the Department for Business, Enterprise and Regulatory Reform (BERR) and The Department for the Environment, Food and Rural Affairs (Defra). Library and Information services were provided to DECC by these departments until March 2009 at no additional cost. From April 2009 these services were purchased from other government departments as a shared service, details are provided below.

2009/10

We do not have a breakdown of running costs for 2009/10 as this formed part of a wider shared service provided at an agreed cost under the financial arrangements for setting up the Department. However, we can provide information for setting up the Library and Information Service element of the shared service.

Costs: £18,807.43

Resource: 24.5 staff days

2010/11

Costs: £115,242

Resource: 3.9 staff full time staff

2011/12

Costs: £151,467

Resource: 0.5 staff full time staff

The increase in costs for 2011/12, despite the reduction in staff resources, was due to a recalculation of charges for access to online information services and an increase in the volume of information accessed through these services.

2012/13

Costs and staff resources for the current financial year have yet to be agreed.

We do not hold information about qualifications and job descriptions as DECC does not directly employ the staff providing the shared service.

If you are unhappy with the result of your request for information, you may request an internal review within two calendar months of the date of this email. If you wish to request an internal review, please contact us.

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioners Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely