UK Research and Innovation

[redacted]

7 October 2026

Dear [redacted]

Freedom of Information request: FOI2026/00849

Thank you for your Freedom of Information request, received on the 20 September in which you requested the following:

Your request:

We revise our request to specify:

1. Agendas and minutes of the meetings of both the Science Board (F&L) and Science Board (PPPL) identified as occurring in 2026, where such documents exist

2. A list of the titles and dates of the over 350 documents held in relation to PPAN meetings

3. A list of the titles and dates of the documents held in relation to the F&L meetings

As you have already counted these documents as part of your previous response, we trust it will require no additional effort from UKRI to respond to this request.

Our response:

We can confirm that UK Research and Innovation (UKRI) holds some information falling within the scope of your request. However, we estimate that the cost of complying with your request would exceed the appropriate limit set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004.

We have therefore refused your request under section 12(1) of the Freedom of Information Act 2000 (FOIA).

Section 12 of the FOIA allows a public authority to refuse a request where it estimates that the cost of complying with the request, or in the case of section 12(2), confirming or denying whether information is held, would exceed the prescribed limit.

For UKRI, the appropriate limit is £450, equivalent to 18 hours of staff time, calculated at the statutory rate of £25 per hour.

When estimating whether the cost limit would be exceeded, a public authority may take into account one or more of the following activities:

- determining whether information is held;
- locating the information;
- retrieving the information; and
- extracting the requested information.

It may be helpful to explain why UKRI estimates that responding to your request would exceed the appropriate limit.

In relation to point 1 of your request, having considered the wording of this request and your previous correspondence, we have interpreted the reference to "Science Board (PPPL)" as a reference to "Science Board (PPAN)". There is no STFC Science Board (PPPL). We have therefore processed this part of your request on that basis.

As explained in our response to FOI2026/00597, approximately four hours of staff time has been spent locating, retrieving and extracting the relevant agendas, minutes and papers for the four STFC Science Board (F&L) meetings held between February and June 2026 for which documents are held.

We also advised in that response that documents were held for seven minuted meetings of the STFC Science Board (PPAN). An additional four hours of staff time has been spent locating, retrieving and extracting the relevant agendas and minutes for those meetings.

In relation to points 2 and 3 of your request, you suggested that providing this information would require no additional effort because UKRI has previously identified and counted the documents within scope. However, this is not the case.

While the locations of the documents have been identified, they are held within SharePoint and the system metadata does not contain all of the information requested. Although a file listing can be exported, this export only captures information such as the file name and the date the file was last modified. The file name does not consistently reflect the title of the document, and the date a file was last modified is not necessarily the date on which the document was presented to the relevant board or meeting, as documents may subsequently be reviewed, amended or updated.

To determine the title and relevant date for each document, it would therefore be necessary to access and review each document individually and manually record the requested information. A sampling exercise was undertaken to estimate the time required for this work, which indicated that completing this task would take approximately 14 hours.

Taking all parts of the request together, UKRI estimates that at least 22 hours of staff time would be required to locate, retrieve and extract the information requested. UKRI therefore estimates that the work required to respond to your request would exceed the appropriate limit and has refused your request under section 12(1) of the FOIA.

Advice and assistance

Under section 16 of the Freedom of Information Act 2000, UKRI has a duty to provide advice and assistance, so far as it is reasonable to do so.

Whilst UKRI is unable to comply with your request in its current form, it may be possible for us to comply with a revised request seeking a narrower category of information. As a starting point, you may wish to request the agendas or minutes of relevant meetings. These records may assist you in identifying particular topics, decisions or discussion points that are of interest, which could help you narrow the scope of any subsequent request and avoid exceeding the appropriate limit.

Any revised request will be considered on its own merits and will be subject to the provisions of the FOIA, including the application of any relevant exemptions.

Your rights

If you have any queries regarding our response please do let us know. If you are dissatisfied with the handling of your request, you have the right to ask for an internal review, explaining which elements of this decision you disagree with and why. Internal review requests should be submitted within 40 working days of the date of our response and should be addressed to:

Head of Information Governance
Email: foi@ukri.org

Please quote the reference number above in any future communications.

If you are still not content with the outcome of the internal review, you may apply to refer the matter to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review procedure provided by UKRI. The Information Commissioner can be contacted at: www.ico.org.uk.

If you wish to raise a complaint regarding the service you have received or the conduct of any UKRI staff in relation to your request, please see UKRI's complaints procedure[1].

Yours sincerely,

[redacted]
Information Governance
Information Rights Team
UK Research and Innovation
foi@ukri.org | dataprotection@ukri.org

[1] https://www.ukri.org/who-we-are/contact-us/make-a-complaint/#skipnav-target