



**Information Governance Team**

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15 January 2026

Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)**

**Request ID: FOI775265293**

Thank you for your request for information relating to Agency Staffing for Internal and External Communications.

You have requested the following information:

**Definition of Scope: For the purposes of this request, communications refers to the general department or function that encompasses:**

**Internal or external communications functions;  
The press office or media relations;  
Social media management;  
Marketing functions (where these sit within the communications structure).**

**1. 2025/26 Actuals and Outturn Forecast**

**1a. Provide the total number of days a temporary worker was employed via an agency for the communications roles defined above from 6 April 2025 to the date of this request.**  
Nil.

**1b. Provide the council's current projected year-end outturn for the total number of agency days for these roles for the full 2025/26 financial year (ending 31 March 2026).**  
Nil.

**1c. Provide a breakdown of these days (actual and forecast) by job grade or title (e.g., Communications Officer, Senior Communications Officer, Communications Manager).**

Not applicable.

## 2. 2026/27 Planned Requirements

**2a. Provide the total number of days currently budgeted or forecasted for agency-provided communications staff for the 2026/27 financial year.**

Nil.

**2b. Provide a breakdown of this requirement by job grade or title.**

Not applicable.

**2c. Financial Qualifier: Note that I am requesting the currently held financial forecasts and draft budget allocations for 2026/27 as they exist at the time of this request. If these forecasts do not yet segment requirements by specific job title, please provide the department's overall forecasted budget or total headcount days for temporary agency workers within the communications function.**

Nil.

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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](mailto: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](mailto:icocasework@ico.org.uk).

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

Yours faithfully

**Information Governance**