

Reference: 01740532

Information Requests
information.requests@ofcom.org.uk

10 January 2024

Freedom of Information request: Right to know request

Thank you for your request for information concerning Ofcom's media annual performance report. Your original request was received on 11 December 2023. We sought clarification on 14 December 2023 and clarification was received from you on 17 December 2023, and we have considered your request under the Freedom of Information Act 2000 ('the FOI Act').

Your request

*"What items need to be reported to Ofcom in the annual report of broadcasts and VODs?
Is it possible to access a sample or template of these reports?"*

Clarified as

"what information is required for media regulated by Ofcom to report in their annual performance report to Ofcom?"

Is it possible to send me an example of the annual performance reports submitted to Ofcom by media, such as the BBC's annual performance report?"

Our response

Ofcom does not request submission of 'annual performance reports' from its regulated services in the form you suggested, though we do collect certain data from our licensees.

The following pages provide further information on the data we request from the television and commercial radio industry, including the guidance we provide to broadcasters submitting data to us. We do not currently collect industry data from Video on Demand ('VOD') providers in this way.

<https://www.ofcom.org.uk/tv-radio-and-on-demand/information-for-industry/tv/tv-industry-data-collection>

<https://www.ofcom.org.uk/tv-radio-and-on-demand/information-for-industry/radio-broadcasters/commercial-radio-industry-data-collection>

The data we collect broadly focuses on industry revenue, and for TV, hours of output and programming costs. Our annual data collection enables Ofcom to set broadcaster licence fees, but

also contributes to official statistics we have a statutory duty to report. We publish these statistics in the [Communications Market Report](#) and commentate on them in reports such as [Media Nations](#).

We also request information on an annual basis from our community radio and local TV licensees. For community radio, this information includes income and expenditure information, information about the value of volunteer inputs and other in-kind support, and a numerical summary of Key Commitment delivery. For local TV we collect revenue and costs information, written and numerical information on Programming Commitment delivery, and information about partnerships, significant achievements and challenges, audience research, and whether the service was made available via other broadcast platforms.

In addition to the higher level industry data collection described above, we collect further annual information from public service broadcasters in the UK due to the greater range of licence conditions with which they must comply. Broadly, this information consists of output and spend data from broadcasters which allow us to assess and report on compliance against programming and production quotas. We report on these in publications such as the [PSB Annual Compliance Report](#) and [Television Access Services Report](#). This data is also what is drawn on in [Ofcom's Annual Report on the BBC](#).

I hope this information is helpful. If you have any further queries, then please send them to information.requests@ofcom.org.uk quoting the reference number above in any future communications.

Yours sincerely

Information Requests

If you are unhappy with the response you have received in relation to your request for information and/or consider that your request was refused without a reason valid under the law, you may ask for an internal review. If you ask us for an internal review of our decision, it will be subject to an independent review within Ofcom.

The following outcomes are possible:

- the original decision is upheld; or
- the original decision is reversed or modified.

Timing

If you wish to exercise your right to an internal review **you should contact us within two months of the date of this letter**. There is no statutory deadline for responding to internal reviews and it will depend upon the complexity of the case. However, we aim to conclude all such reviews within 20 working days, and up to 40 working days in exceptional cases. We will keep you informed of the progress of any such review. If you wish to request an internal review, you should contact information.requests@ofcom.org.uk

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. Further information about this, and the internal review process can be found on the Information Commissioner's Office [here](#). Alternatively, the Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF