

Our reference RFI 877

17 September 2008

Mr Hardwicke Carruthers

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Email

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Sent via e-mail at:

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Dear Mr Hardwicke Carruthers

Request for Information - Agendas and Minutes of Board Meetings - RFI 877

On 3 September 2008 I emailed you regarding your request for agendas and minutes of Board meetings. In this email I stated that the Audit Commission would respond, on or before the 17 September 2008, I am providing that response now in this letter.

Please accept my apologies for the delay in responding to your request, and find attached the agendas and minutes of the following Board meetings:

- 10 May 2007
- 26 July 2007
- 14 September 2007
- 08 November 2007
- 13 December 2007
- 24 January 2008
- 13 March 2008
- 24 April 2008
- 05 June 2008

I am sorry that our initial estimate of the time required to prepare the agendas and minutes for the meetings of the last 18 months (which would cover a further three meetings, dated 22 March 2007, 01 February 2007 and 06 December 2006) was insufficient. The information covering the last 14 months has been prepared within the Appropriate Limit.

I am also enclosing a note explaining the various exemptions, and why the Commission believes that they apply.

I hope the information received is what you were expecting. However if you are unhappy with what has been provided, you can raise a complaint under the Audit Commission's Access to Information Complaints Procedure, please find a copy enclosed.

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Yours sincerely

Gary Shipsey
Compliance Manager