



Cambridgeshire Police & Crime Commissioner

Personal for: Richard Taylor
request-347627-70a54f91@whatdotheyknow.com

19 August 2016

Re: FOI Request – Cambridgeshire Countywide Community Safety Board

Dear Mr Taylor

I am writing in reply to your request for information under the Freedom of Information Act 2000, which was sent to Cambridgeshire Constabulary and transferred to our office on 15 August 2016.

The Freedom of Information Act 2000 (The Act) requires us to handle all requests in a manner that is blind to the identity of the requestor. Any information released in response to a request is regarded as being published, and therefore in the public domain without caveat.

You requested the following:

Could you please release the agenda, minutes, papers and presentations for meetings of the Cambridgeshire Countywide Community Safety Board (also known as the Cambridgeshire Community Safety Strategic Board).

I would like to restrict my request to meetings held since 1 April 2015.

I do not wish this request to cause any undue burden so in the case of any material, other than the agenda and minutes, which would require significant consideration or redaction prior to release I am happy to receive a description of the material; such descriptions (advice and assistance) will enable me to decide if to make a specific request for any such material.

Our response to your request is as follows:

The Community Safety Strategic Board is Chaired by Cllr Mac McGuire and much of the administration for the meeting has been carried out by Cambridgeshire County Council. However, in order to save time I have contacted the Chair and he is happy for the information to be released as requested.

The meetings are held every six months. Since 01 April 2015 there have been two meetings:

1. 29 September 2015
2. 31 March 2016

The Agendas for the two meetings are attached. The minutes for the September meeting are attached.

The minutes of the meeting of 31 March will be approved at the next meeting (12 October) and will be available after approved.

The papers are authored by different people and we would need to check with each document owner that they are happy for the paper to be released.

To avoid further delay we have not sought permission during the holiday season. If you would like to request the release of particular papers then please request through Cambridge County Council at foi@cambridgeshire.gov.uk.

We trust that the information provided above meets your needs. However, if you are unhappy with this response, please see below 'satisfied with our service', which sets out your rights to appeal.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'C Kitchen', with a horizontal line underneath.

Charles Kitchen
Director of Public Engagement and Communications



SATISFIED WITH OUR SERVICE?

We aim to give the best possible service to all customers in all the services we provide. If you are dissatisfied with our service, you can complain. You can also let us know if you think there is something we have done well.

Are you unhappy with how your request has been handled or do you think the decision is incorrect?

If we have refused to provide you with information you think you are entitled to then we may be able to help you further. Prior to lodging a formal complaint you are welcome and encouraged to discuss the decision with the case officer that dealt with your request.

Ask us to have the decision looked at again

You have the right to require the Office of the Cambridgeshire Police and Crime Commissioner to review its decision. The quickest and easiest way to have the decision looked at again is to telephone the case officer that is nominated at the end of your decision letter. That person will be able to discuss the decision, explain any issues and assist with any problems.

Complaint

If you are dissatisfied with the handling procedures or the decision of the Office of the Cambridgeshire Police and Crime Commissioner made under the Freedom of Information Act 2000 (the Act) regarding access to information, you can lodge a complaint with the Office of the Cambridgeshire Police and Crime Commissioner to have the decision reviewed. You should do this as soon as possible or in any case within two months following the final response of the public authority.

Complaints should be made in writing and addressed to:

Chief Executive, Office of the Cambridgeshire Police and Crime Commissioner,
PO Box 688, Huntingdon, PE29 9LA

The Office of the Cambridgeshire Police and Crime Commissioner will acknowledge receipt of your correspondence within 7 days and inform you of the date at which your appeal will be heard.

The Information Commissioner

After lodging a complaint with the Office of the Cambridgeshire Police and Crime Commissioner, if you are still dissatisfied with the decision you may make an application to the Information Commissioner for a decision on whether the request for information has been dealt with in accordance with the requirements of the Act. For information on how to make a complaint to the Information Commissioner please visit their website at www.ico.gov.uk alternatively, phone or write to:

Information Commissioner's Office
Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Helpline: 0303 123 1113

Revised 10 04 2015