

From: xxxxxxxxx.xxxxxx@xxxxx.xxx
To: [Gibbons, Frances](#)
Subject: Re: Act Now Helpline advice needed
Date: 10 May 2017 20:29:17

Hi Fran

Thanks for your e mail.

Information held by a consultant engaged by you
is still information held on your behalf and so subject
to FOI and EIR.

If you do not hold it, you have to retrieve it from the consultant
and decide if any exemptions/exceptions apply such as commercial sensitivity etc.

Please feel free to call me in the morning to discuss further on

Regards

Ibrahim Hasan

www.actnow.org.uk

From: Gibbons, Frances [<mailto:xxxxxxxx.xxxxxx@xxxxxxxxxxxxxxxxxxx.xx>]
Sent: 10 May 2017 12:12
To: xxxx@xxxxxxxx.xxx.xx
Subject: Act Now Helpline advice needed

Ibrahim,

We are members of the Act Now help line and I was hoping to get some advice from you in regards to a case I am working on. One of the questions we have received asks for:

Copies of correspondence with Richmond upon Thames Council on the subject of the proposals (development at Marble Hill House and Gardens).

Having had a brief conversation with some colleagues it looks like that some correspondence would have been carried out by our consultant that we have employed to act on our behalf. Does the correspondence from the consultant fall within the scope of the request? Or is it just correspondence between English Heritage and the council that we need to consider?

If the correspondence from the consultant is in scope and we do not actually hold copies of it, do we need to go to the consultant and ask them to forward copies?

I understand that you are in training today, but a speedy response would of course be appreciated.

Happy to discuss

Kind regards

Fran

Mrs Frances Gibbons
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