From:

Information

Sent:

06 August 2014 16:31

To:

Cc:

Information

Subject:

RE: Request for Information under the FOI ACT 2000 - F/CRT/10002927 -

Notification to service

Attachments:

Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014

Follow Up Flag: Flag Status:

Follow up Completed

**Categories:** 

Orange Category



He has asked for a review for F-2785 (Please see attached) and I am about to get the zip file ready and sent to legal.

F-2927 is a new request question but both could be treated as reviews?

# Regards



From:

Sent: 06 August 2014 16:27

To:

Cc: Information

Subject: RE: Request for Information under the FOI ACT 2000 - F/CRT/10002927 - Notification to service



In light of our earlier discussion do you want to treat this as a review please?

Thanks



From: Information

Sent: 06 August 2014 16:25

To: Cc: Information

Subject: Request for Information under the FOI ACT 2000 - F/CRT/10002927 - Notification to service

#### **IMPORTANT NOTICE**

Due to the IT problems we are experiencing at the moment, automated emails are not being sent from CRM. Therefore, we are now having to send all notifications manually.

Please ignore the original notification which we understand you may subsequently receive when the issues have been resolved.

-----

Please ensure you respond to this email without changing the subject line.

I have logged the Freedom of Information request attached received in the Council on 06/08/2014.

If this request is not for your service, please advise us immediately so that we can reassign this to the correct service team. If you do not inform us then you will continue to receive automated email reminders.

Please update the Freedom of Information inbox (<u>information@croydon.gov.uk</u>) within 5 working days with details that in drafting a response to this request or collating the relevant information, you consider that:

- it has taken, or will take, over 18 hours to complete;
- the requested information is already in the public domain;
- the requested information is intended for future publication;
- the requested information is commercially sensitive; or
- there is some other reason that you consider prevents disclosure of the requested information

I would be grateful if you could provide us with the information within 10 working days (20/08/2014) from receipt of the request to enable us to prepare a response.

Please note if we do not receive the information by this date, this will be escalated and your director informed.

Further to the above I would be grateful if any draft response for this request could be sent to the above e-mail address, as requested above with the approval of the responsible director in writing.

Please remember to quote the FOI reference number (in the subject of this email) in any correspondence on this matter.

Kind regards

Information Team

From: Information

**Sent:** 06 August 2014 16:23

To: 'request-223644-ce58c91a@whatdotheyknow.com'

Subject: Request for Information under the FOI ACT 2000 - F/CRT/10002927 - Acknowledgement

Dear Mr S Downes

Thank you for your recent request.

Please note that the Council is experiencing problems with the computer system we use for such requests. Unfortunately, you may receive another acknowledgement which is automated directly from that system when the issue has been resolved. Please accept our apologies for any inconvenience this may cause.

Your request is being considered and you will receive a response within the statutory timescale of 20 working days, subject to the application of any exemptions. Where consideration is being given to exemptions the 20 working day timescale may be extended to a period considered reasonable depending on the nature and circumstances of your request. In such cases you will be notified and, where possible, a revised time-scale will be indicated. In all cases we shall attempt to deal with your request at the earliest opportunity.

There may be a fee payable for the retrieval, collation and provision of the information requested where the request exceeds the statutory limit or where disbursements exceed £450. In such cases you will be informed in writing and your request will be suspended until we receive payment from you or your request is modified and/or reduced.

Your request may require either full or partial transfer to another public authority. You will be informed if your request is transferred.

If we are unable to provide you with the information requested we will notify you of this together with the reason(s) why and details of how you may appeal (if appropriate).

Please note that the directorate team may contact you for further information where we believe that the request is not significantly clear for us to respond fully.

Yours Sincerely

Information Team Croydon Council

Information in relation to the London Borough of Croydon is available at <a href="http://www.croydonobservatory.org/">http://www.croydonobservatory.org/</a>. Also responses to previous Freedom of Information requests can also be found on the following link <a href="https://croydondata.wordpress.com/">https://croydondata.wordpress.com/</a>

----Original Message-----

From: S Downes [mailto:request-223644-ce58c91a@whatdotheyknow.com]

Sent: 06 August 2014 08:42

To: Information

Subject: Freedom of Information request - Internal correspondence regarding FoI request of July 6

Dear Croydon Borough Council,

Last month, on July 6, I filed an information request regarding the conduct of the council's appointments committee on July 1.

Despite the requirements of the law, as of today, I have received no response from the council to this enquiry. I have therefore lodged a formal complaint and requested an internal review.

Further and separately to this, I would like sight of ALL internal correspondence at Croydon Council arising from my FoI request of July 6.

Dear Croydon Borough Council, Can you please advise on which date, and how, notice was given of the appointments committee which met on Tuesday, July 1, 2014? Can you produce a copy of the published agenda which shows that the appointment of Nathan Elvery as chief executive officer was included as an item on that meeting's agenda? The council website's notice of this meeting includes no reference to the Elvery appointment. Please explain why this was ommitted. Can you tell me which councillors attended the appointments sub-committee on July 1? I look forward to a prompt response within the requirements of the law, Yours faithfully, S Downes Please use this email address for all replies to this request: request-223644-ce58c91a@whatdotheyknow.com Is information@croydon.gov.uk the wrong address for Freedom of Information requests to Croydon Borough Council? If so, please contact us using this form: https://www.whatdotheyknow.com/change\_request/new?body=croydon\_borough\_council Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies: https://www.whatdotheyknow.com/help/officers If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

The text of the July 6 request is as follows:

From:

Information

Sent:

06 August 2014 17:13

To:

Macgregor, Gabriel

Cc:

Information

Subject:

FCRT10002785 - Internal review of Freedom of Information request -

Appointments sub-committee meeting on July 1, 2014

Attachments:

2785-Request for Review.zip; Freedom of Information request - Internal

correspondence regarding FoI request of July 6

Follow Up Flag:

Follow up

Flag Status:

Completed

**Categories:** 

Orange Category

#### Dear Gabriel

Please see below a request for a Review received in the Information Inbox today 06 August 2014. The request for a review is regarding the FOI with reference F/CRT/10002785. Please find attached a zip folder with all email correspondence.

Please note that to date we have not received an approved response to this request F-2785 however the requestor would still like an Internal review.

Please also note that the requestor has made a further FOI Request today which holds reference F/CRT/10002927. This is also attached.

#### Kind regards

Temporary Information Co-ordinator Business Support Services Complaint Resolution Team 7th Floor - Zone C Bernard Weatherill House 8 Mint Walk Croydon CR0 1EA

Tel:

----Original Message-----

From: S Downes [mailto:request-219129-3883dc42@whatdotheyknow.com]

Sent: 06 August 2014 08:36

To: Information

Subject: Internal review of Freedom of Information request - Appointments sub-committee meeting on July 1, 2014

Dear Croydon Borough Council,

Last month, I wrote to you requesting some information about the publicising of and staging of the Appointments sub-committee held on July 1.
By law, I should have had a response from you promptly, and no later than August 5.
You are now in breach of your duties under the Freedom of Information Act, yet again.
I therefore would like this lodged as a formal complaint and seek an internal review.
Yours faithfully,
S Downes
Please use this email address for all replies to this request:
request-219129-3883dc42@whatdotheyknow.com
Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:
https://www.whatdotheyknow.com/help/officers
If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

From:

Macgregor, Gabriel

Sent:

03 September 2014 17:12

To:

Macgregor, Gabriel

Subject:

FW: FCRT10002785 - Internal review of Freedom of Information request -

Appointments sub-committee meeting on July 1, 2014

SOL-ITEM-ID:

2456905:88771:5365:

Head of Corporate Law Democratic & Legal Services Chief Executive's Department London Borough of Croydon Bernard Wetherill House 4th Flr. Annex 8 Mint Walk Croydon CR0 1EA Tel: 020 8726 6000 x64036

Faxination No: 020 8633 9635

# **CROYDON**

www.croydon.gov.uk

From: Macgregor, Gabriel **Sent:** 07 August 2014 08:17

To: Agutu, Solomon Cc: Belvir, Julie;

Subject: RE: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014

Thanks. Will you cc. into the version agreed by Julie that's sent back to the FOI team.

#### **GMG**

Head of Corporate Law Democratic & Legal Services Chief Executive's Department London Borough of Croydon Bernard Wetherill House 4th Flr. Annex 8 Mint Walk Croydon CR0 1EA Tel: 020 8726 6000 x64036

Faxination No: 020 8633 9635

# CROYDON

www.croydon.gov.uk

From: Agutu, Solomon Sent: 06 August 2014 18:08 To: Macgregor, Gabriel;

Cc: Belvir, Julie

Subject: RE: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014

#### Gabriel,

It will be ready before the end of play tomorrow. If an extension was asked for(of which I have no knowledge), I did not make the request myself.

Solomon Agutu Head of Democratic Services and Scrutiny London Borough of Croydon 4th Floor, Zone G Bernard Weatherill House 8 Mint Walk CR0 1EA 0208 726 6000 x 62920 solomon.agutu@croydon.gov.uk

From: Macgregor, Gabriel Sent: 06 August 2014 17:28 To: Information; Agutu, Solomon; Belvir, Julie

Subject: FW: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014 Importance: High

I'm not clear as to whom has the new FOI Request 2927 been allocated?

Solomon - I believe the FOI request 2785 came to you and would have been due yesterday. Are you able to advise when it would be ready as James will need to know that for the purposes of the review. Was an extension of time notified to the requestor?

- subject to Solomon's response would you please deal with the request for review.

Thanks.

#### **GMG**

Head of Corporate Law Democratic & Legal Services Chief Executive's Department London Borough of Croydon Bernard Wetherill House 4th Flr. Annex 8 Mint Walk Croydon CR0 1EA Tel: 020 8726 6000 x64036

Faxination No: 020 8633 9635

www.croydon.gov.uk

From: Information

**Sent:** 06 August 2014 17:13 To: Macgregor, Gabriel

Cc: Information

Subject: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014

#### Dear Gabriel

Please see below a request for a Review received in the Information Inbox today 06 August 2014. The request for a review is regarding the FOI with reference F/CRT/10002785. Please find attached a zip folder with all email correspondence.

Please note that to date we have not received an approved response to this request F-2785 however the requestor would still like an Internal review.

Please also note that the requestor has made a further FOI Request today which holds reference F/CRT/10002927. This is also attached.

## Kind regards

Temporary Information Co-ordinator **Business Support Services** Complaint Resolution Team 7th Floor - Zone C Bernard Weatherill House 8 Mint Walk Croydon CR0 1EA

Tel:

----Original Message----

From: S Downes [mailto:request-219129-3883dc42@whatdotheyknow.com]

Sent: 06 August 2014 08:36

To: Information

Subject: Internal review of Freedom of Information request - Appointments sub-committee meeting on July 1, 2014

Dear Croydon Borough Council,

Last month, I wrote to you requesting some information about the publicising of and staging of the Appointments sub-committee held on July 1.

By law, I should have had a response from you promptly, and no later than August 5.

You are now in breach of your duties under the Freedom of Information Act, yet again.

I therefore would like this lodged as a formal complaint and seek an internal review.

Yours faithfully,

S Downes

Please use this email address for all replies to this request:
request-219129-3883dc42@whatdotheyknow.com

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:
https://www.whatdotheyknow.com/help/officers

If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

From:

Information

Sent:

07 August 2014 09:57

To:

Macgregor, Gabriel

Cc: Subject:

Information F/10002927

Follow Up Flag: Flag Status:

Follow up Completed

**Categories:** 

Orange Category

# Good Morning Gabriel

F-2927 has been assigned to Complaint Resolution and Information Management to provide the response.

#### Kind regards

#### Information Team

From: Macgregor, Gabriel Sent: 06 August 2014 17:28

To: Information; Agutu, Solomon; Belvir, Julie

Subject: FW: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014 Importance: High

I'm not clear as to whom has the new FOI Request 2927 been allocated?

Solomon - I believe the FOI request 2785 came to you and would have been due yesterday. Are you able to advise when it would be ready as James will need to know that for the purposes of the review. Was an extension of time notified to the requestor?

- subject to Solomon's response would you please deal with the request for review.

Thanks.

#### **GMG**

Head of Corporate Law Democratic & Legal Services Chief Executive's Department London Borough of Croydon Bernard Wetherill House 4th Flr. Annex 8 Mint Walk Croydon CR0 1EA Tel: 020 8726 6000 x64036



From: Information

Sent: 06 August 2014 17:13
To: Macgregor, Gabriel

Cc: Information

Subject: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014

#### Dear Gabriel

Please see below a request for a Review received in the Information Inbox today 06 August 2014. The request for a review is regarding the FOI with reference F/CRT/10002785. Please find attached a zip folder with all email correspondence.

Please note that to date we have not received an approved response to this request F-2785 however the requestor would still like an Internal review.

Please also note that the requestor has made a further FOI Request today which holds reference F/CRT/10002927. This is also attached.

## Kind regards

Temporary Information Co-ordinator Business Support Services Complaint Resolution Team 7th Floor - Zone C Bernard Weatherill House 8 Mint Walk Croydon CR0 1EA

Tel:

----Original Message----

From: S Downes [mailto:request-219129-3883dc42@whatdotheyknow.com]

Sent: 06 August 2014 08:36

To: Information

Subject: Internal review of Freedom of Information request - Appointments sub-committee meeting on July 1, 2014

Dear Croydon Borough Council,

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You are now in breach of your duties under the Freedom of Information Act, yet again.

I therefore would like this lodged as a formal complaint and seek an internal review.

Yours faithfully,
S Downes
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Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:
https://www.whatdotheyknow.com/help/officers
If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

From:

Belvir, Julie

Sent:

07 August 2014 17:29

To:

Agutu, Solomon; Information

Cc:

Macgregor, Gabriel

Subject:

RE: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

Follow Up Flag:

Follow up

Flag Status:

Completed

**Categories:** 

Orange Category

This is approved,

Julie

Julie Belvir

Director of Democratic & Legal Services

**Monitoring Officer** 

Chief Executive's Department London Borough of Croydon Bernard Weatherill House

8 Mint Walk Croydon CR0 1EA

Tel: 020 8686 4433 Ext. 61964

Fax: 020 8407 1322

From: Agutu, Solomon Sent: 07 August 2014 17:27

**To:** Information **Cc:** Belvir, Julie

Subject: RE: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

Dear Information,

Please find enclosed my response. Julie will signify her assent in the usual way as required.

Solomon Agutu
Head of Democratic Services and Scrutiny
London Borough of Croydon
4<sup>th</sup> Floor, Zone G
Bernard Weatherill House
8 Mint Walk
CR0 1EA

0208 726 6000 x 62920

solomon.agutu@croydon.gov.uk

From: Information

Sent: 04 August 2014 11:15

To: Agutu, Solomon Cc: Belvir, Julie

Subject: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

Importance: High

#### Dear Solomon

I am completing the overdue FOI report for CMT.

The response to the attached FOI request ref: F- 2795 was due to be with the requestor today 04/08/2014 and is now overdue.

Please could you kindly provide me with an update today?

Many thanks Information Team

From: Information Sent: 08 July 2014 12:45 To: Agutu, Solomon Cc: Belvir, Julie

Subject: FOI request action FOI Ref: F/CRT/10002785

IMPORTANT NOTICE

Due to the IT problems we are experiencing at the moment, automated emails are not being sent from CRM. Therefore, we are now having to send all notifications manually.

Please ensure you respond to this email **without** changing the subject line.

I have logged the Freedom of Information request attached received in the Council on 07/07/14.

If this request is not for your service, please advise us immediately so that we can reassign this to the correct service team. If you do not inform us then you will continue to receive automated email reminders.

Please update the Freedom of Information inbox (<u>information@croydon.gov.uk</u>) within 5 working days with details that in drafting a response to this request or collating the relevant information, you consider that:

- it has taken, or will take, over 18 hours to complete;
- the requested information is already in the public domain;
- the requested information is intended for future publication;
- the requested information is commercially sensitive; or
- there is some other reason that you consider prevents disclosure of the requested information

I would be grateful if you could provide us with the information within **10 working days (21/07/2014)** from receipt of the request to enable us to prepare a response.

Please note if we do not receive the information by this date, this will be escalated and your director informed.

Further to the above I would be grateful if any draft response for this request could be sent to the above e-mail address, as requested above with the approval of the responsible director in writing.

Please remember to quote the FOI reference number (in the subject of this email) in any correspondence on this matter.

Kind regards

Information Team

From:

Sent: To:

12 August 2014 15:12 Information

Subject:

RE: FCRT10002785 - Internal review of Freedom of Information request -

Appointments sub-committee meeting on July 1, 2014

Follow Up Flag:

Follow up

Flag Status:

Completed

Categories:

Green Category

Hi

Could you please send me copy of the FOI response issued for F/CRT/2785 to enable me carry out the internal review.

Thanks



From: Macgregor, Gabriel Sent: 06 August 2014 17:28 To: Information; Agutu, Solomon; Belvir, Julie

Subject: FW: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014 Importance: High

— I'm not clear as to whom has the new FOI Request 2927 been allocated?

Solomon - I believe the FOI request 2785 came to you and would have been due yesterday. Are you able to advise when it would be ready as James will need to know that for the purposes of the review. Was an extension of time notified to the requestor?

— subject to Solomon's response would you please deal with the request for review.

Thanks.

#### **GMG**

Head of Corporate Law Democratic & Legal Services Chief Executive's Department London Borough of Croydon Bernard Wetherill House 4th Flr. Annex 8 Mint Walk Croydon CR0 1EA Tel: 020 8726 6000 x64036

Faxination No: 020 8633 9635



From: Information

Sent: 06 August 2014 17:13
To: Macgregor, Gabriel
Cc: Information

Subject: FCRT10002785 - Internal review of Freedom of Information request - Appointments sub-committee

meeting on July 1, 2014

#### Dear Gabriel

Please see below a request for a Review received in the Information Inbox today 06 August 2014. The request for a review is regarding the FOI with reference F/CRT/10002785. Please find attached a zip folder with all email correspondence.

Please note that to date we have not received an approved response to this request F-2785 however the requestor would still like an Internal review.

Please also note that the requestor has made a further FOI Request today which holds reference F/CRT/10002927. This is also attached.

#### Kind regards

Temporary Information Co-ordinator Business Support Services Complaint Resolution Team 7th Floor - Zone C Bernard Weatherill House 8 Mint Walk Croydon CR0 1EA

Tel:1

----Original Message-----

From: S Downes [mailto:request-219129-3883dc42@whatdotheyknow.com]

Sent: 06 August 2014 08:36

To: Information

Subject: Internal review of Freedom of Information request - Appointments sub-committee meeting on July 1, 2014

Dear Croydon Borough Council,

Last month, I wrote to you requesting some information about the publicising of and staging of the Appointments sub-committee held on July 1.

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Yours faithfully,
S Downes
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https://www.whatdotheyknow.com/help/officers
If you find this service useful as an FOI officer, please ask your web manager to link to us from your organisation's FOI page.

From:

Sent:

12 August 2014 16:40

To:

**Subject:** 

Information RE: F/2785

Follow Up Flag:

Follow up

Flag Status:

Completed

Categories:

**Green Category** 

Approved as discussed please run via Press

Thanks



From: Information

Sent: 12 August 2014 15:55

To:

Cc:

Subject: F/2785

Hi The

This answer is Director approved, please see the draft attached above request is for S.Downes WDTK re: Nathans appointment.

Please advise if press approval is required.



From: Information

**Sent:** 11 August 2014 10:57

To: Information

Subject: FW: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002785

Correction

Approval for F/CRT/10002785

From: Belvir, Julie

**Sent:** 07 August 2014 17:29 To: Agutu, Solomon; Information

Cc: Macgregor, Gabriel

Subject: RE: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

This is approved,

Julie

Julie Belvir Director of Democratic & Legal Services Monitoring Officer Chief Executive's Department London Borough of Croydon Bernard Weatherill House

8 Mint Walk Croydon CR0 1EA

Tel: 020 8686 4433 Ext. 61964

Fax: 020 8407 1322

From: Agutu, Solomon Sent: 07 August 2014 17:27

To: Information Cc: Belvir, Julie

Subject: RE: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

Dear Information,

Please find enclosed my response. Julie will signify her assent in the usual way as required.

Solomon Agutu
Head of Democratic Services and Scrutiny
London Borough of Croydon
4<sup>th</sup> Floor, Zone G
Bernard Weatherill House
8 Mint Walk
CR0 1EA
0208 726 6000 x 62920
solomon.agutu@croydon.gov.uk

From: Information

Sent: 04 August 2014 11:15

To: Agutu, Solomon Cc: Belvir, Julie

Subject: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

Importance: High

Dear Solomon

I am completing the overdue FOI report for CMT.

The response to the attached FOI request ref: F- 2795 was due to be with the requestor today 04/08/2014 and is now overdue.

Please could you kindly provide me with an update today?

Many thanks Information Team

From: Information Sent: 08 July 2014 12:45 To: Agutu, Solomon Cc: Belvir, Julie

Subject: FOI request action FOI Ref: F/CRT/10002785

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- the requested information is intended for future publication;
- the requested information is commercially sensitive; or
- there is some other reason that you consider prevents disclosure of the requested information

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Further to the above I would be grateful if any draft response for this request could be sent to the above e-mail address, as requested above with the approval of the responsible director in writing.

Please remember to quote the FOI reference number (in the subject of this email) in any correspondence on this matter.

Kind regards

Information Team

From:

Sent:

15 August 2014 17:02

To:

Subject:

Information RE: F/2785

Follow Up Flag: Flag Status:

Follow up Completed

Categories:

**Green Category** 

Fine thanks



Media relations manager

Ext.

Tel

From: Information

**Sent:** 12 August 2014 16:46

To: Subject: FW: F/2785

Please find attached a draft response to a Freedom of Information request made by Mr Downes from Whatdotheyknow.com.

This has been approved by and the Director please see if ok to send

Many Thanks

Information Team

From: Information

Sent: 12 August 2014 15:55

To: Cc:

Subject: F/2785

Hi

This answer is Director approved, please see the draft attached above request is for S.Downes WDTK re: Nathans appointment.

Please advise if press approval is required.

From: Information

Sent: 11 August 2014 10:57

To: Information

Subject: FW: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002785

Correction

Approval for F/CRT/10002785

From: Belvir, Julie

**Sent:** 07 August 2014 17:29 **To:** Agutu, Solomon; Information

Cc: Macgregor, Gabriel

Subject: RE: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

This is approved,

Julie

Julie Belvir
Director of Democratic & Legal Services
Monitoring Officer
Chief Executive's Department
London Borough of Croydon
Bernard Weatherill House
8 Mint Walk
Croydon
CR0 1EA

Tel: 020 8686 4433 Ext. 61964

Fax: 020 8407 1322

From: Agutu, Solomon Sent: 07 August 2014 17:27

**To:** Information **Cc:** Belvir, Julie

Subject: RE: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

Dear Information,

Please find enclosed my response. Julie will signify her assent in the usual way as required.

Solomon Agutu
Head of Democratic Services and Scrutiny
London Borough of Croydon
4<sup>th</sup> Floor, Zone G
Bernard Weatherill House
8 Mint Walk
CR0 1EA
0208 726 6000 x 62920
solomon.agutu@croydon.gov.uk

From: Information

Sent: 04 August 2014 11:15

To: Agutu, Solomon Cc: Belvir, Julie

Subject: URGENT! DUE TODAY! - OVERDUE RESPONSE - FCRT10002795

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From: Information
Sent: 08 July 2014 12:45
To: Agutu, Solomon
Cc: Belvir, Julie

Subject: FOI request action FOI Ref: F/CRT/10002785

#### IMPORTANT NOTICE

Due to the IT problems we are experiencing at the moment, automated emails are not being sent from CRM. Therefore, we are now having to send all notifications manually.

Please ensure you respond to this email without changing the subject line.

I have logged the Freedom of Information request attached received in the Council on 07/07/14.

If this request is not for your service, please advise us immediately so that we can reassign this to the correct service team. If you do not inform us then you will continue to receive automated email reminders.

Please update the Freedom of Information inbox (<u>information@croydon.gov.uk</u>) within 5 working days with details that in drafting a response to this request or collating the relevant information, you consider that:

- it has taken, or will take, over 18 hours to complete;
- the requested information is already in the public domain;
- the requested information is intended for future publication;
- the requested information is commercially sensitive; or
- there is some other reason that you consider prevents disclosure of the requested information

I would be grateful if you could provide us with the information within **10 working days (21/07/2014)** from receipt of the request to enable us to prepare a response.

Please note if we do not receive the information by this date, this will be escalated and your director informed.

Further to the above I would be grateful if any draft response for this request could be sent to the above e-mail address, as requested above with the approval of the responsible director in writing.

Please remember to quote the FOI reference number (in the subject of this email) in any correspondence on this matter.

Kind regards

Information Team

# FOI F2795 – proposed reply

#### Question 1

Can you please advise on which date, and how, notice was given of the appointments committee which met on Tuesday, July 1, 2014?

## Reply

Please see the attached public notice which includes the date of the appointments Committee meeting on 1 July 2014

#### Question2

Can you produce a copy of the published agenda which shows that the appointment of Nathan Elvery as chief executive officer was included as an item on that meeting's agenda?

## Reply

The published agenda does not show this as an item on the agenda as this item was added as a late and urgent item.

#### Question3

The council website's notice of this meeting includes no reference to the Elvery appointment. Please explain why this was ommitted.

#### Reply

The item was not omitted. It was added as a late and urgent item

#### Question4

Can you tell me which councillors attended the appointments sub-committee on July 1?

## Reply

Councillor Tony Newman (Chair)

Councillors: Kathy Bee, Alison Butler, Simon Hall, Toni Letts, Yvette Hopley, Dudley Mead and Jason Perry



# **July 2014**



The Public are welcome to attend the following Committees, Sub-Committees or Panel meetings of Croydon Council. Meetings are held in the Town Hall, Katharine Street, Croydon (unless otherwise stated).

# **AMENDMENT NOTICE**

1 July at 10.00a.m.- Appointments Committee

1 July at 6.30p.m. – Scrutiny & Strategic Overview Committee

1 July at 6.00p.m.- Cycle Forum

4 July at 1.00p.m.- Appointments Committee

8 July at 1.00p.m. - Pension Committee

8 July at 6.30p.m.- Health, Social Care & Housing Scrutiny Sub-

Committee

9 July at 5.30p.m.- Corporate Parenting

10 July at 6.30p.m.- Planning Committee

14 July at 6.30p.m.- Cabinet

15 July at 6.30p.m.- Council

16 July at 2.00p.m.- Health & Well-Being Board (Croydon)

Date of Notice - 24 June 2014

Notices - Number 1 of 2

Nathan Elvery, Chief Executive

# **July 2014**

16 July at 6.30p.m.-

**Licensing Committee** 

21 July at 6.30p.m.-

Traffic Management Cabinet Advisory Committee

22 July at 6.30p.m.-

**Ethics Committee** 

22 July at 6.30p.m.-

Children & Young People Scrutiny Sub-Committee

22 July at 6.30p.m.-

Tenants and Leaseholders Panel

23 July at 6.30p.m.-

Streets and Environment Scrutiny Sub Committee

24 July at 6.30p.m.-

Planning Committee

www.croydon.gov.uk/meetings