



Our ref: 101001161350  
FOI ack  
Date: 29 November 2016

Ms D Williams

Via email

request-374112-  
d56a1afd@whatdotheyknow.com

**Information Governance Team**  
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Dear Ms Williams

**Request for Information Reference Number RFI/ 101001161350**

Thank you for your request for information, received on 28 November 2016.

We are dealing with your request under the Freedom of Information Act 2000 (FOIA) and hope to be able to complete the request within 20 working days.

We may have to apply exemptions to the information that you have requested which could mean that all, or part of the information you have requested may be withheld. There may be information that you have requested that will need to be subject to a public interest test, or liaison with an external agency or company, which could mean the 20-day deadline, will be exceeded. If such an instance arises where it is not possible to return the information you have requested within the 20 working day deadline you will be informed as soon as possible.

Further information on the FOIA 2000, the exemptions and how your request will be dealt can be found on our website at

[www.medway.gov.uk/thecouncilanddemocracy/performanceandpolicy/freedomofinformationact.aspx](http://www.medway.gov.uk/thecouncilanddemocracy/performanceandpolicy/freedomofinformationact.aspx)

Yours sincerely

Lynne Bush  
Information Governance Officer