

Dear XXXX

Thank you for your request for information regarding XXXXX (our reference DP XXXX).

Please find attached response to your request.

If you have any queries regarding your request for information then please don't hesitate to contact us.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Manager, Information Governance, Blackburn with Darwen Borough Council, G Floor, Town Hall, Blackburn, Lancashire, BB1 7DY or email accesstoinformation@blackburn.gov.uk

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Council. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Please find attached our 'have your say' feedback policy.

Kind Regards,

Information Governance
Blackburn with Darwen Council
Email: accesstoinformation@blackburn.gov.uk
Tel: 01254 585852