

15 February 2016

Ms Polly Burns

[mailto:request-306011-](mailto:request-306011-30c73123@whatdotheyknow.com?subject=Information+request+-+Family+Support+and+Child+protection+861290)

[30c73123@whatdotheyknow.com?subject=Information+request+-](mailto:request-306011-30c73123@whatdotheyknow.com?subject=Information+request+-+Family+Support+and+Child+protection+861290)

[+Family+Support+and+Child+protection+861290](mailto:request-306011-30c73123@whatdotheyknow.com?subject=Information+request+-+Family+Support+and+Child+protection+861290)

Dear Ms Burns,

Re: Request for Internal Review under Freedom of Information Act 2000 (FOIA) – case 861290

Thank you for your request for an internal review, received 08 January 2016. We have now completed our investigations into your request for an internal review with the assistance of the departments concerned.

Your original request for information (RFI)

Your RFI was received on 06 December 2015 and responded to on 07 January 2016.

Please find a copy of H&F's RFI response attached. We have included a summarised extract of your RFI request below for reference:

“Request for disclosure of the “Report on the death of Shirley Woodcock” published by London Borough of Hammersmith and Fulham in 1984.”

Your request for an internal review and our investigation.

We have extracted your internal review request and included it below. A copy of your full internal review request is attached:

“I am writing to request an internal review of Hammersmith and Fulham Borough Council's handling of my FOI request 'Report'.

It is very disturbing to hear that your local authority does not have a copy of it published, when the report concerns the death of a child who was known to the authority

Have all relevant archives been searched? Have any further been attempted to obtain a copy from another source and provide it electronically?”

In order to complete our internal review, we contacted Children's services who were the service areas responsible for responding to your original request for information. We also contacted the London Borough of Hammersmith and Fulham's (H&F) Archives service.

As a result of our internal review, some additional Children's Services records were checked and a copy of the requested information has been located. H&F's Archives service catalogue also indicates that a copy of the requested information is held in H&F's archives. We can therefore confirm that H&F does hold a copy of the requested information.

Although H&F holds the requested information, we consider that it is already reasonably accessible in both hard copy and electronic versions:

- The British Library holds a copy of the *“Report on the death of Shirley Woodcock”*. The British Library website advises that this publication can be accessed either in person at the British Library or an electronic or paper copy can be ordered for delivery to home for a charge.

Details on this publication and how to access it from the British Library are available at the following web-link:

[http://explore.bl.uk/primo_library/libweb/action/display.do?tabs=moreTab&ct=display&fn=search&doc=BLL01011021969&indx=1&reclids=BLL01011021969&reclids=0&elementId=0&renderMode=popppedOut&displayMode=full&frbrVersion=&dscnt=0&fctN=facet_local20&frbrVersion=&rfrnGrp=1&scps=scope%3A%28BLCCONTENT%29&fctV=purchase_a_copy&tab=local_tab&dstmp=1453481233484&srt=rank&viewAllItemsClicked=false&mode=Basic&v\(488279563UI0\)=any&tb=t&rfrnGrpCounter=1&v\(freeText0\)=report%20into%20death%20of%20shirley%20woodcock&vid=BLVU1&fbg=&selectedLocation=&dum=true](http://explore.bl.uk/primo_library/libweb/action/display.do?tabs=moreTab&ct=display&fn=search&doc=BLL01011021969&indx=1&reclids=BLL01011021969&reclids=0&elementId=0&renderMode=popppedOut&displayMode=full&frbrVersion=&dscnt=0&fctN=facet_local20&frbrVersion=&rfrnGrp=1&scps=scope%3A%28BLCCONTENT%29&fctV=purchase_a_copy&tab=local_tab&dstmp=1453481233484&srt=rank&viewAllItemsClicked=false&mode=Basic&v(488279563UI0)=any&tb=t&rfrnGrpCounter=1&v(freeText0)=report%20into%20death%20of%20shirley%20woodcock&vid=BLVU1&fbg=&selectedLocation=&dum=true)

The British Library website sets out the charges for receiving a copy of this publication in either electronic or hard-copy form. The charges vary depending on the format and the delivery time requested.

- Alternatively, you may wish to try contacting H&F’s Archives service as they have confirmed that they hold a copy of the report in archives. To either review the report in person at the Archives service’s offices, or to request a copy of the report be sent to you, please contact the Archives service directly, using the contact details below.

Hammersmith & Fulham Archives and Local History Centre, First Floor,
Hammersmith Library, Shepherd's Bush Road, Hammersmith, W6 7AT

Telephone: 0208 753 3850

Email: archives@lbhf.gov.uk

Website:

http://www.lbhf.gov.uk/Directory/Leisure_and_Culture/Local_History_and_Heritage/Heritage_Services/17430_Archives_and_Local_History.asp

The Archives service has confirmed that the charges for copies of documents held in H&F’s archives are as follows:

- £5.00 per electronic scanned copy
- 10 pence per black and white copy
- 80 pence per colour copy

The total charge for the requested report will depend on the number and size of pages to be copied.

Alternatively, visitors to the Archives may pay £5.00 for a day photography pass and may then either photograph or scan, using a handheld scanner, copies of documents held in archives.

Section 21 of the FOIA is an absolute exemption, which exempts public authorities from responding to requests for information under FOIA where the information is available to the requestor by another route. This exemption may be applied even if the information is only accessible by another route on payment of a charge.

We therefore consider that the RFI response should have refused the requested information under s.21 (information reasonably accessible to the applicant by other means) and directed you to the above information on how to obtain a copy of the requested information from either the British Library or H&F’s Archives service.

Internal review outcome

Our investigation into your request for internal review concludes that your complaint is partially upheld as the RFI response erroneously stated that the requested information is not held by H&F when H&F does hold the requested information. Please accept our apologies on behalf of H&F for this error in the original RFI response. However, we consider the requested information is reasonably accessible via the British Library or via H&F's Archives service and therefore we find that the RFI response should have refused the requested information under s.21 (information reasonably accessible to the applicant by other means). This response therefore acts as a refusal notice.

If you feel dissatisfied with the handling of your request for an internal review under the Freedom of Information Act 2000, you have the right to appeal to the Information Commissioner at:

The Information Commissioner's Office (ICO), Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF
Telephone: 0303 123 1113
Website: <http://www.ico.org.uk>.

There is no charge for making an appeal.

Yours sincerely,

Carole Smith
Senior Information Management Officer

NOTE: Please do not edit the subject line when replying to this email.
Please contact H&FInTouch@lbhf.gov.uk with all new requests for information.