

Claire McKenzie
By Email

Resources Directorate
2nd Floor (West)
Civic Hall
Leeds LS1 1JF

Contact: Paul Burns
Fax: 0113 395 0568
res.customer.contact@leeds.gov.uk
Our reference: FOI8725
Date 11 October 2012

Dear Claire McKenzie,

Freedom of Information Request: Why Council asks for previous addresses

In response to the above request the Council requires further details from you before progressing your request.

In your request you asked for information regarding why customers are required to provide previous and new addresses. As you can appreciate Leeds City Council is a large organisation delivering a wide range of services to the citizens of Leeds. To help us answer your request we would like you to clarify specifically what services you are referring to, for example Council Tax or Housing Benefit.

The Council will not be able to proceed with this request until you supply the additional information required.

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:

Freepost RLZR-ELTX-RUEH
Leeds City Council
PO Box 657
LS1 9BS

If you are not satisfied with the outcome of your complaint, you may apply directly to the Information Commissioner's Office (ICO) for a decision. Generally the ICO cannot make a decision unless you have exhausted the complaints procedure provided by Leeds City Council.

The Information Commissioner can be contacted at: The Information Commissioner's Office
Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

Paul Burns
Freedom of Information & Data Protection Officer