

# South Kesteven District Council

Council Offices, St. Peter's Hill  
Grantham, Lincolnshire, NG31 6PZ  
Tel: 01476 40 60 80  
[www.southkesteven.gov.uk](http://www.southkesteven.gov.uk)



## Legal & Democratic Services

Your ref:		Please ask for:	Mrs C Richardson
Our ref:	CER/R/FOI 18774/LOG 7352	Direct line:	01476 40 60 80 (ext 6113)
Fax:	01476 406000	Email:	<a href="mailto:c.richardson@southkesteven.gov.uk">c.richardson@southkesteven.gov.uk</a>
Date:	20 <sup>th</sup> November 2015	DX:	27024 – GRANTHAM

Garath Elton

[request-303862-07f73af2@whatdotheyknow.com](mailto:request-303862-07f73af2@whatdotheyknow.com)

Dear requester

### **Re: FREEDOM OF INFORMATION ACT 2000 – INFORMATION REQUEST**

I acknowledge your request for information received into the Legal & Democratic Services Section on the 20<sup>th</sup> November 2015.

Your request has been placed before

### **Revenues & Benefits**

Jeanette Strutt – Revenues Manager

Revenues and Benefits

01476 406080 (ext 6253) – [j.strutt@southkesteven.gov.uk](mailto:j.strutt@southkesteven.gov.uk)

(Council Tax, Business Rates, Local Authority Rents, Sundry Debtors, Leaseholders)

Mr Richard Wyles – Corporate Finance Manager

01476 406080 (6210) – [r.wyles@southkesteven.gov.uk](mailto:r.wyles@southkesteven.gov.uk)

(revenues, management accountancy, financial accountancy, recovery and enforcement, audit and risk, exchequer and banking services including treasury management)

If the information is held by the Council, you will receive the information requested within the statutory timescale of 20 working days (18th December 2015), subject to the information not being exempt or containing reference to a third party.

For your information, the Act defines a number of exemptions, which may prevent release of the information you have requested. There will be an assessment and if any of the exemption categories apply then the information will not be released. You will be informed if this is the case, including your rights of appeal.

If the information you request contains reference to a third party then they may be consulted prior to a decision being taken on whether or not to release the information to you. You will be informed if this is the case.

If appropriate, the information may be provided in paper copy, normal font size. If you require alternative formats, e.g. language, audio, large print, etc. then please let me know.

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There may be a fee payable for this information. This will be considered and you will be informed if a fee is payable. In this event the fee must be paid before the information is processed and released. The 20 working day time limit for responses is suspended until receipt of the payment.

If you have any queries or concerns then please contact the section officers listed in the second paragraph of this acknowledgement or a member of the Legal & Democratic Services Section, South Kesteven District Council, Council Offices, St. Peter's Hill, Grantham, Lincolnshire, NG31 6PZ - telephone 01476 406080.

Further information is also available from the Information Commissioner at:

### **Address (head office)**

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF  
**Tel:** 0303 123 1113  
**Fax:** 01625 524510  
<http://www.ico.org.uk>

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Richardson'.

Mrs C Richardson  
Legal & Democratic Administrator