



request-609801-330a2378@whatdotheyknow.com

07 October 2019

Our Ref: Admn/73398/YP

Dear Camilla Wood

### **Freedom of the Information Request**

Thank you for your request for information dated 7 October in which you ask for the following information regarding the use of Social Media in our investigations.

I can confirm that we are a Parish Council, and as such do not conduct any social media monitoring or investigations.

If you are dissatisfied with the above response you have a right to request a review of your request for information. Details of the complaints and review procedure are appended to this letter.

Yours sincerely

**Annie Child**

City Clerk

Direct line: 01722 342860

Email: [info@salisburycitycouncil.gov.uk](mailto:info@salisburycitycouncil.gov.uk)



## **Freedom of Information Complaints & Review Procedure**

Any person who has requested information from Salisbury City Council, which has been dealt with under the Freedom of Information Act is entitled to complain and request an internal review of their request for information if they are dissatisfied with the response they have received.

Requests for review of Freedom of Information requests must be made in writing (includes email) to:

Annie Child  
City Clerk  
Salisbury City Council

[info@salisburycitycouncil.gov.uk](mailto:info@salisburycitycouncil.gov.uk)

Please include the date of your request and details of why the review is being requested.

Requests for review should be brought to the attention of the City Clerk within 40 calendar days of the response to the original request. Any request for review will be acknowledged in writing confirming the reasons for the review. The Clerk will review original decision. This review will be completed within 20 working days if possible. In more complex cases the review may take up to 40 working days.

The reviewer will conduct a full review of the handling of the request for information and of decisions taken, including decisions taken about where the public interest lies in respect of exempt information where applicable. The review enables a re-evaluation of the case, taking into account any matters raised by the requestor.

On completion of the review the reviewer will reply to the requestor with the result of the review. If the requestor is still dissatisfied following the review they should contact the Information Commissioner to appeal the decision. The Information Commissioner can be contacted using the following details:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Tel: 0303 123 1113 (local rate)

01625 545 745 (national rate)

[www.ico.org.uk](http://www.ico.org.uk)