

Direct Tel: 0191 372 8371
Fax:
email: xxx@xxxxxx.xxx.xx
Your ref:
Our ref: 8818281



10-OCT-11

Dear Ms Bottle,

FREEDOM OF INFORMATION ACT – REQUEST FOR INFORMATION

I acknowledge your request for information received 08-OCT-2011.

Your request is currently being considered and if the information requested is held by the County Council it will be sent to you within the statutory timescale of 20 working days as defined by the Freedom of Information Act 2000, subject to the information not being exempt or containing a reference to a third party.

If appropriate, the information will 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.

For your information, the Act defines a number of exemptions that may prevent release of the information you have requested. There will be an assessment and if any of the exemption categories apply then the exempt 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.

There may be a fee payable for this information to cover photocopying, postage and any other production costs. 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.

In line with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log. Therefore, a version of our response which will protect your anonymity will be posted on Durham County Council website.

If you have any queries or concerns then please contact:

The Information Management Team
Durham County Council
Assistant Chief Executive's Office
Room 4/140
County Hall
Durham
DH1 5UF
Tel. 0191 372 8371
Email: xxx@xxxxxx.xxx.xx

Further information is also available from the Information Commissioner at:
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Telephone: 01625 545 745
Fax: 01625 524 510
Email: enquiries@ico.gsi.gov.uk
www.informationcommissioner.gov.uk

Yours sincerely,

Neale Boswell
Information Management