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12 September 2018

Mrs Meadows
By email, via Whatdotheyknow.com

Dear Mrs Meadows,

Many thanks for your emails of 17 August 2018 requesting an internal review of our handling of your requests of 16 June 2018. You also requested some additional items of information which our FOI team are handling separately.

Internal review

1. Appendices 5 and 6 from the first round application supporting documents, which were missing from our previous response.

Apologies that these documents were not included in our earlier email. At the time of our first email, the documents were held in hard copy and had not been uploaded to our central system. This meant that the FOI officer was not able to view them at the time. We have now located these documents and they are attached. Personal information has been redacted under section 40 (personal information) of the Freedom of Information Act 2000.

2. You asked us to use a more detailed method of redaction for the transcripts of interviews with members of the public in the document 'Activity Plan Research Appendices'.

After consulting with Suffolk County Council, we can confirm that the interviewees were told that their responses would only be recorded in the consultant's report and shared with HLF. Although they were told that quotes would be used, they were informed that the transcripts would at no point be released in full or shared more widely, therefore there was an expectation of confidentiality. We are withholding this information under section 41 (provided in confidence).

3. You requested the final Business Plan

I can confirm that the Business Plan that you have received is the final copy. Suffolk County Council have confirmed to us that the word 'interim' was left in as an oversight, along with 'draft' in the footer.

If you continue to believe that we have not properly discharged our responsibilities under the

Freedom of Information Act, you may raise your concerns with the Information Commissioner's Office. www.ico.org.uk

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Ros Kerslake'.

Ros Kerslake OBE
Chief Executive
Heritage Lottery Fund

Attached documents:

- 01 Appendix 5 – Images
- 02 Appendix 6 – Feasibility study