

Our Ref: FOI 39721
Your Ref:
Please Contact: LYDIA KITCHEN
Telephone:
Email: Lydia.Kitchen@Calderdale.Gov.UK
Date: 23 January 2021



Mr Andy Smith
request-718898-
83169523@whatdotheyknow.com

Legal and Democratic Services

Information Governance Team
Town Hall
Crossley Street
HALIFAX
HX1 1UJ

Dear Mr Smith

Freedom of Information Act 2000 Request for information

Thank you for your request for information under the Freedom of Information Act 2000.

We are proceeding with your application which we received on 18 January 2021.

It is our intention to have the information delivered to you by 15 February 2021. There are a limited number of exemptions that may prevent us from releasing the information but we will try to answer your request in as much detail as possible.

Any future correspondence you may have in relation to this matter should be sent to me at the address shown above.

Yours sincerely

LYDIA KITCHEN

LYDIA KITCHEN
Information Governance Apprentice



PRIVACY NOTICE

Calderdale Council of Town Hall, Crossley Street, Halifax, HX1 1UJ is registered with the information Commissioners Office (ICO) under the provisions of the Data Protection Act 2018. The Council takes its responsibilities under the Act very seriously.

The information provided by you is collected purely for the administration of your i) Freedom of Information request or ii) Environmental Information Regulations request. We need to collect this information in order to complete and respond to your request within the statutory timescales. Completion of this form/sharing your information with us constitutes explicit consent from you for us to process your data for this purpose. Processing of your personal data is necessary in order to comply with the Council's legal obligation under i) the Freedom of Information Act 2000 or ii) the Environmental Information Regulations 2004.

You may withdraw this consent at any time by writing to Tracie Robinson, Corporate Information Manager, Town Hall, Crossley Street, Halifax, HX1 1UJ. In addition you have the right to see what information is held about you, to have inaccurate information corrected, to restrict processing, to data portability and to have information removed from our system unless we are required by law or a statutory purpose to keep it and the right to complain to the Data Protection Officer if you feel that your data has not been handled in accordance with the law. The Council's Data Protection Officer is Tracie Robinson who can be contacted at information_management@calderdale.gov.uk

You also have the right to lodge a complaint with the Information Commissioner's Office at www.ico.org.uk

Your name, contact details and details of your request are recorded electronically on our system. This information will be kept for a maximum of 3 years from the date of completion of your request or until such time as the data is reviewed by us or removed at your request.