

# ASHFIELD DISTRICT COUNCIL

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|---------------------|--|------------------|----------|
| <b>Contact:</b>     | Joanne Wright<br>Organisational Development<br>Manager | <b>Our Ref:</b>  | SL-F20   |
| <b>Direct Line:</b> | (01623) 457328   | <b>Your Ref:</b> | *        |
| <b>E-Mail</b>       | j.wright@ashfield-dc.gov.uk                            | <b>Date:</b>     | 21/12/09 |

Dear Ms Reynolds

## INFORMATION REQUEST

I am writing with regards to your request for an internal review by way of appeal against the Refusal Notice in relation to provision of information in accordance with the Freedom of Information Act 2000, received on 8<sup>th</sup> November, 2009.

The Freedom of Information Act does not stipulate a time limit for completion of a review, however, we recognise that a reasonable period of more than 20 working days has elapsed since your request for review, and this has been due to workload constraints. We apologise for the delay, however, we are intending to conduct an internal review early in the New Year in order to respond to your request within 40 working days.

If you have any queries or concerns then please contact me.

Yours sincerely

Mr G Bott  
Head of Customer IT & Revenue Services