

Nicola Hesketh  
Project and Information Co Ordinator

**Our Ref: FOI4422/NH/02**  
**Please ask for: Nicola Hesketh**  
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[Name Redacted]

21<sup>st</sup> March 2017

Dear [Name Redacted]

### **Freedom of Information – Request for Information**

With regards to your recent enquiry for information held by the Authority under the provisions of the Freedom of Information Act. Please find the information you requested below with reference in the box to your original enquiry for clarity where multiple answers are required.

#### **Details of Your Request**

- 1) *The amount spent in pounds sterling on any council direct communication magazines (eg. Brent's The Brent Magazine), broken down by financial year, from 2012/13-2016/17 inclusive (I understand the 2016/17 figure may not be a full-financial year figure);*
- 2) *How often any council direct communication magazines are produced (ie. annually, quarterly, monthly);*
- 3) *How many copies of any council direct communication magazines are printed each issue;*
- 4) *The name and address of the company that designs and/or produces the content for any council direct communication magazines, if not an in-house production;*
- 5) *The amount paid in pounds sterling to the company that designs and/or produces the content for any council direct communication magazines, broken down by financial year, from 2012/13-2016/17 inclusive (I understand the 2016/17 figure may not be a full-financial year figure), if not an in-house production;*
- 6) *The name and address of the company that prints any council direct communication magazines, if not an in-house production;*
- 7) *The amount paid in pounds sterling to the company that prints any council direct communication magazines, broken down by financial year, from 2012/13-2016/17 inclusive (I understand the 2016/17 figure may not be a full-financial year figure), if not an in-house production; and*
- 8) *A PDF copy of the latest issue of any council direct communication magazines.*

#### **The response to your request as follows:**

**We do not produce a council communication magazine. All of our Council wide communication is now carried out via social media or on the Council's website.**

**Individual services may produce specific publications targeted specifically to their target audience (i.e. What's On guide, Open House to council tenants only , Tamworth Castle leaflets)**

**These are all printed following a separate procurement exercise by the service commissioning the publication often via our intend system <http://www.in-tend.com/>**

Copies of all documents are available on the Tamworth Borough Council Website.

[http://www.tamworth.gov.uk/sites/default/files/housing\\_docs/Open%20House%20November2016.pdf](http://www.tamworth.gov.uk/sites/default/files/housing_docs/Open%20House%20November2016.pdf)

[https://issuu.com/tamworth\\_borough\\_council/docs/arts\\_in\\_unusual\\_spaces\\_leaflet\\_v3](https://issuu.com/tamworth_borough_council/docs/arts_in_unusual_spaces_leaflet_v3)

<http://www.tamworthcastle.co.uk/>

Details of all expenditure over £500 is also available on our website.

<http://www.tamworth.gov.uk/spending-summary>

### **IMPORTANT NOTICE ABOUT USE OF INFORMATION PROVIDED UNDER THE FREEDOM OF INFORMATION ACT (FoIA)**

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For information where the copyright is owned by another person or organisation you must apply to the copyright owner to obtain their permission.

This council also believes in transparency of information, this includes requests made under the Freedom of Information Act and the Environmental Information Regulations and we reserve the right to publish these requests in our Disclosure Log along with the response, the requestors name and/or company where the information is requested on a regular basis. Care shall be taken not to publish your email address or physical address where it is considered personal information as defined under the Data Protection Act 1998.

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Details of Tamworth Borough Council's internal review and complaints procedure are attached, in accordance with the provisions of the Act.

Yours Sincerely

Nicola Hesketh  
Project and Information Coordinator