

Nicola Hesketh
Project and Information CoOrdinator

Our Ref: FOI4152/NH/02
Please ask for: Nicola Hesketh
Direct dial: 01827 709 587
E-mail: FOImailbox@tamworth.gov.uk

[Name Redacted]
[Address Redacted]

7th November 2016

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

Copy of original request attached

The response to your request as follows:

Information disclosed under the FOI Act is information that we would disclose to the general public without prejudice (Section 1) subject to exemptions. On looking at your request, we consider this request relates to 3rd party personal circumstances and as such we are unable to disclose under this Act and apply exemption Section 40(2)

Section 40(2), which is an absolute exemption, states that personal data relating to third parties (i.e. a party other than the person requesting the information) is exempt information if one of the conditions in Section 40(3) is satisfied.

It is my view that disclosure of this information would breach one or more of the Data Protection Principles in the Data Protection Act 1998 (DPA). For example, disclosure would breach the fair processing principle, as it would be unfair on the person who the personal data relates to, and they have a reasonable expectation that the Department would hold that information in confidence.

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

Most of the information that we provide in response to Freedom of Information Act 2000 requests will be subject to copyright protection. In most cases the copyright will be owned by Tamworth Borough Council. The copyright in other information may be owned by another person or organisation, as indicated on the information itself.

You are free to use any information supplied for your own non-commercial research or private study purposes. The information may also be used for any other purpose allowed by a limitation or exception in copyright law, such as news reporting.

However, any other type of re-use, for example by publishing the information in analogue or digital form, including on the internet, will require the permission of the copyright owner. For information where the copyright is owned by Tamworth Borough Council details of the conditions on re-use can be provided on application to the contact below.

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.

Project and Information Coordinator,
Tamworth Borough Council,
Marmion House,
Lichfield Street,
Tamworth,
B79 7BZ

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

FOI 4152



**Tamworth Borough Council
Freedom of Information Act 2000
Request for Information form**

In accordance with section 8 of the Freedom of Information Act 2000, I wish to request access to information, which I believe is held by Tamworth Borough Council.

Before completing this form – Please check the Council's Publication Scheme as the information you require may be already published by the Council. The Publication scheme is available on the Web at www.tamworth.gov.uk

1. Details of Applicant:

Surname	[Name Redacted]
First name	[Name Redacted]
Correspondence Address	[Address Redacted]
Post Code	
Contact Telephone Number including dialling code	
Mobile Number	[Number Redacted]
E-mail Address	

2. Information required by you that you believe is held by Tamworth Borough Council.

<p>Please detail as much information as you can to enable us to identify and locate the information you require.</p>	[Information Redacted]
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3. If the information required is from/to a particular period please specify the dates of the information required:

From: January 2008	To: November 2015 January 2012
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4. Please specify your preferred form of access to the information by selecting one of the following options:

Receive a copy by post	
Receive a copy by e-mail (This is restricted to documents which are held in electronic format)	
View / inspect original information	✓ May I have a copy?
Receive a digest or summary of the information by post	
Receive a digest or summary of the information by email	
Other / Special needs - please specify	✓

It may not always be possible for the Council to provide the information in the way that you have requested, if this is the case then the Council will advise you of this.

5. The Data Protection Act 1998

The information you provide on this form will be held on our database and may also be held within manual records for a period of 2 years from the date Tamworth Borough Council received your request. Any personal data that you provide to Tamworth Borough Council will be held in line with the requirements set out within the Data Protection Act 1998. If you would like to see a copy of any personal data that Tamworth Borough Council may hold about you, you can request this under Section 7(1) of the Data Protection Act 1998. A Subject Access Request Form is available from our web-site at www.tamworth.gov.uk or you may request a copy from us at the address detailed below.

6. Please sign and date your request:

I understand I may be required to pay a fee for the information and that where a fee applies, the information will not be released by the Council until the fee has been paid.

I understand that the Council may not hold the information I am requesting and that the Council may need to consider whether it is appropriate for my request to be transferred to another public body. Where this is the case I CONSENT to my request being transferred.

Signature	[Name Redacted]
Date	19/2016