

**Freedom of Information – Response to Request**

**Reference No. FoI 393**

Set out below are details of a request for information held by the Council under the provisions of the Freedom of Information Act 2000 and the Council’s response.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **How many people are employed to deal with FOI?**

The handling of freedom of information requests is part of the responsibility of approximately five officers of Epping Forest District Council on a regular basis. However, the Council employs no dedicated officers to handle freedom of information requests and such responsibilities are part of wider substantive roles;

1. **What is the budget for administering FOI?**

The Council makes no specific budget provision for the handling of freedom of information requests.

1. **Do you use case management software for FOI? If so, which one?**

The Council uses the Vuelio Cases system for the handling of freedom of information requests.

1. **Do you publish a disclosure log?**

The Council does not currently publish a disclosure log of its responses to freedom of information requests.