

**ASHFIELD AND MANSFIELD
LEGAL SERVICES**

Ashfield District Council
Urban Road
Kirkby-in-Ashfield
Nottingham
NG17 8DA

Tel: 01623 450000
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WORKING TOGETHER



BY EMAIL

request-493963-
a624841a@whatdotheyknow.com

Contact: Information Officer
Direct Line: 01623 457329/457332
Direct Fax: 01623 457585
Email: freedomofinformation@mansfield.gov.uk
Our Ref: 2018/FOI/8132
Your Ref:
Date: 2 July 2018

Dear Mr Parsons,

**REQUEST FOR INFORMATION
Freedom of Information Act 2000 (FOIA)**

I refer to your request REF No 2018/FOI/8132 received at the Council on 26 June 2018.

Your request for information has now been considered and I can advise you that under s.1 (1)(a) of the FOIA, the Council does hold the information you have requested. I have answered your questions in the same order as they appear on your request: -

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

Three people are employed to deal with requests for both Mansfield District Council and Ashfield District Council as part of a shared legal service:

- 1 person- 37 hours
- 1 person- 22.5 hours
- 1 person- 15 hours

2. What is the budget for administering FOI?

£39,000

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

No

4. Do you publish a disclosure log?

No

R.MITCHELL, Chief Executive, Ashfield District Council. H.Barsby, Chief Executive, Mansfield District Council

If reasonable adjustments are needed to fully engage with the Authority - contact **01623 450000**

You are free to use any information supplied to you for your own use, including non-commercial research purposes. However, any other type of re-use, for example, by publishing the information or issuing copies to the public may require the permission of the copyright owner.

I trust that this response satisfies your request. If you have any queries please do not hesitate to contact us at freedomofinformation@mansfield.gov.uk or by writing to Freedom of Information for Mansfield District Council, C/o Ashfield District Council, Urban Road, Kirkby-In-Ashfield, Nottingham NG17 8DA.

Should you wish to request the Council undertake an Internal review of your Freedom of Information reply, then please contact Jacqueline Collins, Director of Governance either by e-mail at collinsj@mansfield.gov.uk or by writing to Jacqueline Collins, Director of Governance, Mansfield District Council, Civic Centre, Chesterfield Road South, Mansfield, Nottinghamshire, NG19 7BH. Telephone 01623 463075.

If you are not satisfied with how your request has been dealt with then you should complain by writing to Mrs Hayley Barsby, Chief Executive, Mansfield District Council, Civic Centre, Chesterfield Road South, Mansfield, Nottinghamshire, NG19 7BH.

If you are still not satisfied with the outcome of your complaint then you have a right of appeal to the Information Commissioner's Office: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. www.ico.org.uk, Telephone - 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number. Or email: casework@ico.org.uk.

Yours sincerely



¹⁹ Sarah Hall
Service Manager, Legal Services
Ashfield and Mansfield Shared Legal Service