

Alex Parsons

Reference: 7077634

Date: 10 July 2018

Dear Sir/Madam

Re: Freedom of Information Act 2000

We write in reference to your Freedom of Information request.

Section 17 of the Freedom of Information Act 2000 requires the London Borough of Barking and Dagenham, when refusing to provide such information (because the information is exempt within the provisions of the Act) to provide you, the applicant, with a Notice which:

- a) states the fact that an exemption has been applied
- b) specifies the exemption in question, and
- c) states why the exemption applies (if that would not otherwise be apparent)

Please find below a copy of your request along with the exemption that applies;

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

We have a cross trained team of 8 who all, at various times, all deal with FOI

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

We do not hold this information.

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

iCasework

4. *Do you publish a disclosure log?*

Section 21 - Information reasonably accessible to the applicant by other means. This is an absolute exemption. Please see the link below;

<https://www.lbbd.gov.uk/freedom-of-information>

Internal Review Procedure

If you are dissatisfied with the handling of your request, then you have a right under Section 50 of the Act to request an internal review. All such requests must be sent to us within 8 weeks and must clearly state your reference number and your reason for your request for an internal review.

We will respond to your request for an internal review within 20 working days of receipt. Your request for an internal review should be sent by email to xxx@xxxx.xxx.xx quoting your FOI reference number.

Information Commissioners Office

Should you remain dissatisfied with the final outcome of the internal review then you may apply directly to the Information Commissioner (the "ICO") for an independent review. The ICO is the Government's Independent Body responsible for overseeing the Freedom of Information Act 2000, the Data Protection Act 1998 and The Environmental Information Regulations 2004. Please note the ICO will only review cases that have exhausted the council's internal review procedure. All correspondence to the ICO must quote the council's reference number and your reasons for your appeal. The ICO's contact details are as follows;

The Information Commissioners Office,
Wycliffe House,
Water Lane, Wilmslow,
Cheshire,
SK9 5AF.

More information can be found at the ICO's website at <http://www.ico.org.uk> If you have any further enquiries about this matter, please do not hesitate to contact us by emailing xxx@xxxx.xxx.xx

We trust you find the above to be satisfactory, but should you have any queries please do not hesitate to contact us.

Yours faithfully

The FOI Team