

Fwd: Confirmation of valid application for decision - 201202475

From: **lormac1053@aol.com**
Sent: 14 December 2012 07:00:50
To: maxburnage@hotmail.com

can you print and file in council folder please? ta

Laurie Matthew
UK Manager
Eighteen And Under
www.18u.org.uk
www.violenceispreventable.org.uk

-----Original Message-----

From: pkeith <pkeith@itspublicknowledge.info>
To: lormac1053 <lormac1053@aol.com>
Sent: Thu, 13 Dec 2012 11:27
Subject: Confirmation of valid application for decision - 201202475

Our Ref 201202475
Your Ref
13 December 2012

Dear Ms Matthew

Application for Decision by the Scottish Information Commissioner
Public Authority: Dundee City Council

I refer to my email of 30 November 2012 acknowledging receipt of your application on behalf of Eighteen and Under for a decision from the Commissioner relating to Information held on your organisation. I am satisfied that it is valid in terms of the Freedom of Information (Scotland) Act 2002 (FOISA)/Environmental Information (Scotland) Regulations 2004 (the EIRs). The Commissioner will therefore investigate your complaint and issue a decision on your case.

I have provided a link below for you to download a copy of the Commissioner's guidance for applicants, entitled "What Happens Next?", which gives you some information about the way your case will be investigated, what information we might need from you and how long the investigation is likely to take. Please read it carefully.

<http://www.itspublicknowledge.info/YourRights/AppealingtoCommissioner.asp>

I will contact Dundee City Council to let it know that your application to the Commissioner will now be investigated, and to ask it to forward all information relating to your request. Once I have this information, the case will be allocated to an investigating officer, who will then contact you.

If you become aware of any change in circumstances, or anything else which you think might affect the course of the investigation or the need for a decision from the Commissioner, it would be helpful if you could let me or the investigating officer know as soon as possible. Details about the investigation (i.e. the case number, the name of the public authority involved and the type of information requested) will be made available on the Commissioner's website. Once a decision has been reached, a copy of the Decision Notice will be made available on the website. The Decision Notice will name you as the applicant. In some cases, the Commissioner may agree to withhold an applicant's name from the version of the decision which appears on the website.

The Commissioner is also a Scottish public authority for the purposes of FOISA, and she has a duty to respond to information requests made under FOISA or the EIRs for information that she holds. This means it is possible, although unlikely, that she will receive a request

asking her to release your name. If this happens, the Commissioner will usually have to release this information unless there are good reasons for withholding it. If you feel there are valid reasons for your name to be withheld either from the version of the Decision Notice to appear on the website or in response to a request under FOISA or the EIRs, please let me know within the next 3 weeks. Please do not hesitate to contact me if you have any queries about anything raised in this letter contact me on 01334 464610 or pkeith@itspublicknowledge.info.

Yours sincerely
Pauline Keith
Validation Officer

Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
KY16 9DS

Phone: 01334 464610

Fax: 01334 464611

E-mail: pkeith@itspublicknowledge.info

www.itspublicknowledge.info

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www.itspublicknowledge.info or email: enquiries@itspublicknowledge.info

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