



CAMBRIDGESHIRE
& PETERBOROUGH
COMBINED AUTHORITY

Incubator 1
Alconbury Weald
Alconbury
Huntingdon
PE28 4WX

FOI Request: CA02

I am writing to you regarding your request for information dated the 29th January 2018.

I would like to apologise to you on behalf of the Combined Authority that you have not received a response to your FOI request within the statutory deadline.

As you are aware your request asked for information that is held within the email system and as such we requested our ICT to extract the relevant emails for the request, unfortunately this took more time than we thought it would and then due to an administrative oversight, once we had received the information from our ICT department a response was not sent to advise you of the result of our search and for this we apologise. This was entirely an administrative error.

I would like to assure you that I have now put in place a monitoring system to ensure that FOI requests are reviewed by managers to ensure compliance with the statutory deadlines.

In regard to your request I can confirm that the information requested is held by the Cambridgeshire and Peterborough Combined Authority however, we will need to refuse the request under section 12 of the Act.

This is because the cost of locating and retrieving the information exceeds the "appropriate limit" of £450 as stated in the Freedom of Information & Data Protection (Appropriate Limit & Fees) Regulations 2004.

To access, review and redact potential personal information, it would be necessary to search approximately 1215 emails. At an estimated 10 minutes per record this would take 202 hours of officer time. At £25 per hour we estimate that it would cost approximately £5050 to comply with the request.

You may wish to refine and resubmit your request so that it reduces the cost of locating and retrieving the information to within the "appropriate limit". If there was specific information you were after or particular correspondence we may be able to locate this information within the timeframe allowed within the act.

Please do not hesitate to contact me if you have any questions or if you would like some advice regarding your request.

Yours sincerely

A handwritten signature in black ink, appearing to read "Kim Sawyer".

Kim Sawyer

Legal Counsel and Monitoring Officer

