

## Freedom of Information Act 2000 (FOIA)

### Decision notice

**Date:** 10 October 2011

**Public Authority:** London Borough of Hounslow  
**Address:** The Civic Centre  
Lampton Road  
Hounslow  
TW3 4DN

#### Decision (including any steps ordered)

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1. The complainant has requested copies of purchase orders issued by the London Borough of Hounslow (the "Council") for a particular type of CCTV camera.
2. The Commissioner's decision is that the Council breached section 10(1) of FOIA by failing to confirm that it did not hold the requested information within the statutory time limit.
3. The Commissioner does not require the Council to take any action as a result of this notice.

#### Request and response

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4. On 13 May 2011 the complainant wrote to the Council and requested information in the following terms:

*"I am aware that different makes and types of CCTV cameras have been in operation in Hounslow since 2008 for monitoring parking and moving traffic situations.*

*Please provide copies of all purchase orders issued from time to time by the council for Bosch or Bosch/Forward Vision cameras acquired by the council to date. It will be unnecessary for any redactions except purchase prices – if thought necessary – this being of no interest."*

5. The Council only responded on 1 August 2011. The Council apologised for the significant delay and advised that this was in part due to the response being sent to a central mailbox rather than directly to the complainant's email address.

6. In respect of the request itself, the Council explained that owing to the terms of the contract with its suppliers it did not need to raise individual purchase orders as and when equipment was required.

### **Scope of the case**

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7. The complainant contacted the Commissioner to complain about the way his request for information had been handled.
8. The Commissioner has been informed by the complainant that he is not dissatisfied with the contents of the Council's response. The Commissioner's investigation has therefore been limited to considering whether the Council complied with the statutory time limits.

### **Reasons for decision**

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9. Section 10(1) of FOIA provides that a public authority should comply with section 1(1) within 20 working days. Section 1(1)(a) initially requires a public authority in receipt of a request to confirm whether it holds the requested information.
10. The request was submitted on 13 May 2011 and the complainant did not receive a response, which confirmed that the Council was not in possession of the relevant information, until 1 August 2011. The Commissioner therefore finds that the Council has breached section 10(1) by failing to comply with section 1(1)(a) within the statutory time period.

## Right of appeal

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11. Either party has the right to appeal against this Decision Notice to the First-tier Tribunal (Information Rights). Information about the appeals process may be obtained from:

First-tier Tribunal (Information Rights)  
GRC & GRP Tribunals,  
PO Box 9300,  
LEICESTER,  
LE1 8DJ

Tel: 0300 1234504

Fax: 0116 249 4253

Email: [informationtribunal@hmcts.gsi.gov.uk](mailto:informationtribunal@hmcts.gsi.gov.uk)

Website: [www.justice.gov.uk/guidance/courts-and-tribunals/tribunals/information-rights/index.htm](http://www.justice.gov.uk/guidance/courts-and-tribunals/tribunals/information-rights/index.htm)

12. If you wish to appeal against a Decision Notice, you can obtain information on how to appeal along with the relevant forms from the Information Tribunal website.
13. Any Notice of Appeal should be served on the Tribunal within 28 (calendar) days of the date on which this Decision Notice is sent.

**Signed** .....

**Andrew White**  
**Group Manager**  
**Information Commissioner's Office**  
**Wycliffe House**  
**Water Lane**  
**Wilmslow**  
**Cheshire**  
**SK9 5AF**