

From: Nicholas Foster [Nicholas.Foster@Enfield.gov.uk]

Sent: 09 March 2016 19:29

To: Lorraine Cordell

Cc: Feedback Council Housing

Subject: RE: Enfield Council Subject Access Request Simon Cordell

Dear Mr and Mrs Cordell

The matter is being dealt with. I am copying officers who will let you know when you can collect the records and make arrangements for payment and ID verification.

Regards

Nicholas Foster

Complaints and Access to Information Manager - Gateway Services

Finance, Resources and Customer Services

0208 379 6498

Enfield Council

Silver Street

Enfield

EN1 3XY

Enfield Council is committed to serving the whole Borough fairly, delivering excellent services and building strong communities.

From: Lorraine Cordell [<mailto:lorraine32@blueyonder.co.uk>]

Sent: 09 March 2016 15:55

To: HHASC FOI Mailbox; Nicholas Foster

Subject: FW: Enfield Council Subject Access Request Simon Cordell

Dear Nicholas Foster

I was wondering if there was any update to the request that was put in.

Regards

Simon Cordell

Lorraine Cordell

From: Lorraine Cordell [<mailto:lorraine32@blueyonder.co.uk>]

Sent: 26 February 2016 17:25

To: 'HHASC FOI Mailbox'

Subject: RE: Enfield Council Subject Access Request Simon Cordell

Dear Nicholas Foster

Yes that will be fine, will it be ok if the ID are shown when I pick them up, and pay the £10 Fee

But if you need the £10 fee before this can be sorted please just let me know.

Regards

From: Nicholas Foster [<mailto:Nicholas.Foster@Enfield.gov.uk>] **On Behalf Of** HHASC FOI Mailbox

Sent: 26 February 2016 15:40

To: Lorraine Cordell

Cc: HHASC FOI Mailbox

Subject: RE: Enfield Council Subject Access Request Simon Cordell

Dear Ms Cordell

Thank you for your emails. I apologise for the delay in acknowledging. The response is due by 8 March 2016.

Should we locate any records, we will need to see documentation to verify Mr Cordell's identity and signature , also your ID, before we can release them. In addition to this, we also require the £10 fee.

Regards

Nicholas Foster

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