

From: Kailey Plahar [Kailey.Plahar@enfield.gov.uk]
Sent: 28 January 2019 15:56
To: Lorraine Cordell
Subject: RE: Your request for information (Our ref: CRM SAR 1085)
Dear Ms Cordell

Thank you for providing Simon Cordell's letter of authority, which we received on 21 January 2019.

I confirm we are now processing your Subject Access Request in accordance with the Data Protection Act 2018 and in line with the statutory timescale of 1 month, we aim to complete your response by 20 February 2019.

The Council promotes using online services to access information quicker and easier therefore our team works efficiently and effectively through electronic methods wherever possible. Our usual practice and often the method preferred by requestors, particularly when a vast amount of records are involved, would be to send records out via secure email. Do let us know if you have any queries regarding receiving your records in this way.

We have registered your request under case number CRM SAR 1085. Please do not hesitate to contact us if you have any questions during the interim period.

Regards

Kailey Plahar
Statutory Complaints and Access to Information Officer
Complaints and Access to Information Team
Chief Executive
Enfield Council
Civic Centre
Silver Street, Enfield
EN1 3XA

From: Lorraine Cordell <lorraine32@blueyonder.co.uk>
Sent: 21 January 2019 13:54
To: Kailey Plahar <Kailey.Plahar@enfield.gov.uk>
Subject: RE: Your request for information (Our ref: CRM SAR 1085)

Dear Kailey Plahar

Please see attached document of authority for ref: CRM SAR 1085 regarding request for data for Mr Simon Cordell.

Regards

Lorraine Cordell

From: Kailey Plahar [<mailto:Kailey.Plahar@enfield.gov.uk>]
Sent: 15 January 2019 10:04
To: Lorraine Cordell
Subject: RE: Your request for information (Our ref: CRM SAR 1085)

Dear Ms Cordell

I have noted an error in my email below. We already identification for your son, so we just require