

Dear XXX,

REF

## **Greater Western Franchise – Request Under FOI**

I am writing in response to your request under the Freedom of Information Act on 22 August regarding consultation on the Greater Western Franchise. I enclose the following documents:

1. SRA email to DfT of 3<sup>rd</sup> September 2004 and reply
2. SRA note of 13<sup>th</sup> September 2004
3. SRA note of 13<sup>th</sup> October 2004
4. SRA project plan of 14<sup>th</sup> October 2004
5. Notes of DfT/SRA meeting, 8<sup>th</sup> March 2005
6. Paper to DfT/SRA meeting, 6<sup>th</sup> April 2005
7. SRA note of 6<sup>th</sup> April meeting
8. Notes of DfT/SRA meeting, 6<sup>th</sup> April 2005
9. Notes of DfT/SRA meeting, 5<sup>th</sup> May 2005.

No documents have been intentionally withheld.

If you are unhappy with the way the Department has handled your request or with the decisions made in relation to your request you may complain by writing to me at the above address. Please see attached details of DfT's complaints procedure and your right to complain to the Information Commissioner.

If you have any queries about this letter, please contact me.

Yours sincerely,

XXX

## **Your right to complain to [DfT/Agency] and the Information Commissioner**

You have the right to complain about the way in which your request for information was handled and/or about the decision not to disclose all or part of the information requested. In addition a complaint can be made that DfT has not complied with its FOI publication scheme.

Your complaint will be acknowledged and you will be advised of a target date by which to expect a response. Initially your complaint will be re-considered by the official who dealt with your request for information. If, after careful consideration, that official decides that his/her decision was correct, your complaint will automatically be referred to a senior independent official who will conduct a further review. You will be advised of the outcome of your complaint and if a decision is taken to disclose information originally withheld this will be done as soon as possible.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF