

4 March 2020
Our ref: 6119988

Thank you for your request received on 21 February 2020, for the following information:

- 1. Please confirm if you have TPO documents available for public inspection at your offices?**
- 2. Is there a charge to inspect the TPO documents at the council's offices, if so, how much?**
- 3. If I would like a copy of the TPO order (email or or hard copy), is there a charge, and how much?**

We have processed this request under the Environmental Information Regulations 2004.

Response

I can confirm that London Borough of Barnet holds the information you requested. However, we consider that the following exceptions apply to some of the information requested.

We consider that Regulation 6(1)(b) applies to the information requested because the information requested is already publicly available and easily accessible.

1. Please confirm if you have TPO documents available for public inspection at your offices?

Copies of TPOs are available for public inspection by prior arrangement at the Planning Reception 1st floor at Colindale Offices.

However, please note that the TPO documents are not kept at the Planning Reception and must be ordered in advance. It is therefore recommended that anyone wishing to view the TPO documents provides us with at least 24 hours' notice to ensure that the document(s) can be delivered and made available at the Reception when they arrive.

The Planning Reception is open Monday to Friday between 9am and 5pm – but is closed for lunch between 1 and 2pm.

- please telephone Planning Trees admin on 020 8359 2121 (or e-mail planningtrees@barnet.gov.uk) to arrange so that the relevant Order(s) can be made available. It would be useful if anyone wishing to view TPO documents in the Planning Reception could include their contact telephone number in case of query.

There is no charge for viewing copies of TPO's in the Planning Reception.

2. Is there a charge to inspect the TPO documents at the council's offices, if so, how much?

Copies of TPOs are available for purchase - either as a full copy of the document costing £30.90 per TPO, or an extract comprising the TPO map and First Schedule (which should be adequate for to enable identification of the relevant trees) costing £15.90 per Order - either plus postage where relevant.

- please telephone Planning Trees admin on 020 8359 2121 (or e-mail planningtrees@barnet.gov.uk) to arrange copying.

Payment should be made upfront by credit or debit card (we don't take American Express). If anyone wishes to make a card payment please call 0208 359 3000 – option 2.

3. If I would like a copy of the TPO order (email or or hard copy), is there a charge, and how much?

TPO Schedule Item data may also be downloaded from:

Open Barnet Portal - <https://open.barnet.gov.uk/dataset/tree-preservation-orders-within-the-london-borough-of-barnet>

However, anyone wishing to use this data will need a GIS system to be able to access the TPO information spatially - otherwise it is shown as spreadsheet, with the addresses/situation cited on the Order when made (which may subsequently have been changed).

As advised on the Open Barnet website the “spreadsheet” is a dataset containing “polygons for Tree Preservation Order Schedule Items within the London Borough of Barnet” and should be read with an appropriate GIS program – which would enable someone to view the location and extent of the individually, group, area and woodland designated Tree Preservation Orders in the Borough in their current context. As you are aware someone would not be able to accurately identify designated protected trees from textual data alone in the absence of the relevant spatial mapping and the Open Barnet website is caveated accordingly.

If someone does not have access to an appropriate GIS program to read the dataset they should consider one of the first two options listed above.

Further information

If you are interested in the data that the council holds you may wish to visit Open Barnet, the council's data portal. This brings together all our published datasets and other information of interest on one searchable database for anyone, anywhere to access. <http://open.barnet.gov.uk/>

Advice and Assistance : Direct Marketing

If you are a company that intends to use the names and contact details of council officers (or other officers) provided in this response for direct marketing, you need to be registered with the Information Commissioner to process personal data for this purpose. You must also check that the individual (whom you wish to contact for direct marketing purposes) is not registered with one of the Preference Services to prevent Direct Marketing. If they are you must adhere to this preference.

You must also ensure you comply with the Privacy Electronic and Communications Regulations (PECR). For more information follow this Link www.ico.org.uk

For the avoidance of doubt the provision of council (and other) officer names and contact details under FOI does not give consent to receive direct marketing via any media and expressly does not constitute a 'soft opt-in' under PECR.

Your rights

If you are unhappy with the way your request for information has been handled, you can request a review within the next 40 working days by writing to the Information Management Team at: foi@barnet.gov.uk. Or by post to Information Management Team (FOI) London Borough of Barnet, 2 Bristol Avenue, Colindale, NW9 4EW

If, having exhausted our review procedure, you remain dissatisfied with the handling of your request or complaint, you will have a right to appeal to the Information Commissioner at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (telephone: 0303 123 1113; website www.ico.org.uk). There is no charge for making an appeal.