

22 April 2021
Our ref: 7232180

Thank you for your request received on 19 April 2021, for the following information:

Freedom of Information request- guidance to planning officers

This request is made under the provisions of the Freedom of Information Act and Environmental Information Regulations and is submitted on behalf of Friern Barnet & Whetstone Residents' Association.

The term 'documents' used below includes documents whether in written or in electronic formats and includes reports, papers, notes, emails, letters and memoranda.

The Council has its own official planning policies (the Local plan, etc), and there are the London and National policies above these.

1. Does the Council also have internal documents for the advice of individual planning officers , for example giving guidance/instructions on the approach to frequently encountered issues? If so, what is the general description for these documents?

2. Please provide a list of such documents (copies are not required)

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

Response

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As a matter of course we do not produce and circulate Internal Guidance Notes on the implementation of policy. We have day to day interaction as well as regular training sessions with DM colleagues to discuss policy implementation.

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.