

## **Freedom of Information Act 2000 (FOIA)**

### **Decision notice**

**Date:** 3 October 2024

**Public Authority:** Middlewich Town Council

**Address:** Town Hall  
Victoria Building  
Lewin Street  
Middlewich  
Cheshire  
CW10 9AS

#### **Request:**

The complainant requested the following information from Middlewich Town Council on 26 March 2024:

"Please may you provide me with:

- All a copy of Agendas and corresponding minutes with regard to the tendering for an HR Consultant.
- The Total estimated costs and budget line for the Consult.
- Copy of the tendering notice and the names of publications the contract was advertised.
- How many companies/consultants responded and options present to council so best value could be obtained.
- Copy of the Signed Contract.
- Copy of emails between the clerk and [redacted name].
- Copy of emails between any Councillors and [redacted name].
- Names of the committee members responsible for interviews along with dates of interviews.
- Copy of the full council minute authorising the contract.
- Start date for the consult and total costs incurred today
- Reports presented to council for the employment of a consultant."

**Commissioner's Decision:**

A public authority will breach section 10 of FOIA if it fails to respond to a request within 20 working days. Based on evidence available to the Commissioner, by the date of this notice the public authority has not issued a substantive response to this request. Therefore the Commissioner finds a breach of section 10.

**Steps:**

The public authority must provide a substantive response to the request in accordance with its obligations under FOIA.

The public authority must take this step within 30 calendar days of the date of this decision notice. Failure to comply may result in the Commissioner making written certification of this fact to the High Court pursuant to section 54 of FOIA and may be dealt with as a contempt of court.

**Right of Appeal:**

Either party has the right to appeal against this decision notice to the First-tier Tribunal (Information Rights). Information about the appeals process may be obtained from:

First-tier Tribunal (Information Rights)  
GRC & GRP Tribunals,  
PO Box 9300,  
LEICESTER,  
LE1 8DJ

Tel: 0203 936 8963  
Fax: 0870 739 5836

Email: [grc@justice.gov.uk](mailto:grc@justice.gov.uk)

Website: [www.justice.gov.uk/tribunals/general-regulatory-chamber](http://www.justice.gov.uk/tribunals/general-regulatory-chamber)

Any Notice of Appeal should be served on the Tribunal within 28 (calendar) days of the date on which this decision notice is sent.

**Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF**