

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked:

Under the Freedom of Information Act 2000 I seek the following information:

1. When trees in are pruned or felled by or as part of work done or ordered by the council, do council employees do this or are external contractors used?

ANSWER

This work is done by Council employees, unless such work is contracted out when forming a part of capital schemes

2. If you have council workers undertaking this work, what process, policy or procedure do you have in place to dispose of timber?

Timber or converted timber can be given away on-site, retained on-site or returned to depots for further conversion or storage for sale or tipping

3. If you do have a process, policy or procedure in place to dispose of timber, how is this audited to prevent timber from being disposed of outside of the process, policy or procedure?

There is no formal process, policy or procedure covering all aspects of disposal although staff are expected to aim to achieve both cost effective and environmentally friendly disposal. Aspects of disposal are audited where material is sold; via receipts, internal transaction journals and waste transfer notes

4. If you do not have a process, policy or procedure in place for the disposal of timber, how do you ensure it is not stolen / misappropriated?

The answer to question 3 above responds to this in part. There are no further auditing procedures

5. Does, or is the council planning to sell timber that it does not put to other practical use?

The Council sells timber products that arise from works to its trees

6. Do council staff have the right to take timber for their own purpose, be that for private use or for them to sell?

Yes, as this applies to all members of the public and insofar as the practice supports the aims referred to in the answer to question 3 above

7. How many trees were taken down in the last three full financial years and what is the approximate weight (un-dried) of trees and pruning from trees that are taken down?

It isn't known how many trees are removed on an annual basis. By necessity many works instructions aren't specific on this point.

The Council does not hold this information. Therefore this letter acts as a refusal notice under section 17.1 of the Freedom of Information Act 2000 because, in accordance with section 1.1 of the Act, this information is not held by Leicester City Council.

Owing to the disparate means of disposal it isn't known what the total weight of wood products produced is, however we work to an estimate of 1,000 tonnes per year, giving a three year estimate of 3,000 tonnes

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If you are dissatisfied with the handling of your request please write to:

**Information Governance Manager
Information and Customer Access
Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG**

e-mail: info.requests@leicester.gov.uk

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow SK9 5AF

Telephone: 01625 545 700

www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.