



Derry City & Strabane  
District Council  
Comhairle  
Chathair Dhoire &  
Cheantar an tSratha Báin  
Derry Cittie & Strabane  
Destríck Cooncil

Ref: EIR / 2060

04 October 2018

Ms  
Campaigning Communities Co-ordinator  
St Columbs Park House  
4 Limavady Rd  
Derry/Londonderry BT47 6JY

Email: @stcolumbsparkhouse.org

Dear Ms

### **Environmental Information Regulations 2004 Request Planning meeting of 5th September 2018**

I refer to your EIR request and advise Derry City and Strabane District Council holds requested information as below.

#### **Request:**

1. The **exact date** on which the councillors of the Planning Committee received the documentation regarding Item 19 on the agenda, entitled **Item 19: Prehen Revocation**.
2. Can I please have a copy of the email by which they received this documentation and a list of the reports and background papers that accompanied the report for discussion.
3. A copy of the documentation by which the councillors were initially informed that this particular item Prehen Revocation would be on the agenda for the meeting of 5<sup>th</sup> September?
4. Can I please have a copy of the minutes of the Planning Committee meeting of Wed 5<sup>th</sup> Sept 2018?
5. May I also have the **verbatim transcript** of the discussion regarding Item 19: Prehen Revocation at the Planning meeting of Wednesday 5<sup>th</sup> September

#### **Response:**

1. Members of the Planning Committee received an email on 28th August 2018 with the full Agenda for the Planning Committee Meeting to be held on 5th

#### **Derry**

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September 2018 and the relevant link to access the reports and documentation for discussion. Members were advised on 3rd September 2018 that a supplement had been added to the Agenda and were provided with a link to access this document. On 4th September 2018 members were reminded to ensure they had downloaded their meeting pack due to the high volume of information contained in the Agenda.

2. A copy of all emails circulated to Committee Members with regards to the Agenda for the meeting and documentation are attached.
3. As above
4. A copy of Minutes from the Planning Committee Meeting of 5th September 2018 is attached.
5. We do not have a verbatim transcript of the discussions regarding Item 19. However, full Minutes of the Planning Committee Meeting are attached.

With reference to your request dated 10 September for an audio recording of the Planning Committee, Council endeavours to provide this to you by 08 October. This recording gives a complete reflection of discussions.

If you are dissatisfied with our response, you have rights of review and appeal; these rights consist of two review processes. Firstly, our internal review procedure is available by contacting:

John Kelpie  
Chief Executive  
Derry City and Strabane District Council  
98 Strand Road  
Derry BT48 7NN Tel 028 71253253 or email [john.kelpie@derrystrabane.com](mailto:john.kelpie@derrystrabane.com)

Secondly, you can appeal directly by contacting the Information Commissioner at:

Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
CHESHIRE SK9 5AF Tel: 0303 123 1113 (local rate) or email: [casework@ico.org.uk](mailto:casework@ico.org.uk)

I would advise however, the Information Commissioner has indicated that a review will not be undertaken unless the Council has first had an opportunity to re-consider its decision.

Yours sincerely

**Head of Planning**

Encs