I am writing on behalf of David Davies to respond to your information request:

At the start of the planning process for ATRB our Communications Officer co-ordinates with the lead member for ATRB, the design team, the printers and the distribution company. For the current issue, this coordination took place in April and was agreed with the distributors on 25 April.

The lead member had a role in deciding the distribution in April – long before any knowledge of a by-election. However, she did not have any role in ordering the distribution during the current by-election.

The distribution team have confirmed they have not had any contact with anyone about Around the Royal Borough.

If you are unhappy with the information we have provided in response to your request please write to:

Information Management Team Manager
Royal Borough of Windsor & Maidenhead
Town Hall, St Ives Road
Maidenhead
SL6 1RF

or send an e-mail to martin.tubbs@rbwm.gov.uk

We are proud to be one of the leading authorities in England for consistently responding to information requests within the 20 working days set down by statute. Information about our performance and summaries of requests received can be found on our website:

http://www.rbwm.gov.uk/web/foi_information_requests.htm

We are keen to hear about your experience with the Information Management Team here at the Royal Borough of Windsor & Maidenhead and look forward to receiving any comments you have about the way your information request was processed.

Please send any feedback to the Information Management Team Manager either by e-mail martin.tubbs@rbwm.gov.uk or in writing to the address above.

Yours sincerely
Information Management Feedback Form FOI66615

1) How would you rate our performance in relation to processing your request:

Excellent  Good  Fair  Poor

If you have answered Fair or Poor please suggest how we can improve:

2) Did you receive the response to your request within the advised timescale?
   Yes/No

3) Did the response meet your needs? Yes/No
   If No, why was that

4) Prior to submitting your request did you search RBWM's website? Yes/No
   If Yes, why did you then need to submit a request (Highlight all that apply)?

? Information required not found
? Information found out of date
? Information not in required format
? Information insufficient to meet need
? Other please specify:
If No, why was that?

5) Please add any further comments that would help us improve our service:

Thank you for taking the time to complete this form - your feedback is appreciated