



10 February 2025

**INFORMATION REQUEST REFERENCE 25-002**

Thank you for your information request, received on 13 January 2025. You asked the London Legacy Development Corporation (LLDC) to provide the following information under the Freedom of Information Act 2000 (FOIA):

*“Under the Freedom of Information Act I would like to request:*

*Any recorded information on the decision-making process followed when your organisation developed its hybrid working principles and any documents relating to its development and approval by the senior leadership team of your organisation.*

This request was clarified as follows: *the scope of this request should **include but is not limited** to any relevant notes or meeting minutes.*

And further clarified as: *As you will be aware, recorded information in the FOI Act has a very broad meaning. You may find for example in your search for recorded information held that there may be emails or written documents on your organization’s hybrid working principles”*

I can confirm that the LLDC holds information which falls within the scope of your request, however, searches have been undertaken on the email archive and fileservers and due to the volume of search results, the LLDC are refusing to provide this information as the cost of compliance would exceed the appropriate limit as defined by FOIA section 12.

**Section 12 - Exemption where cost of compliance exceeds appropriate limit.**

*(1) Section 1(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit.*

The appropriate limit is £450, calculated as 18 hours at the rate of £25 per hour, however, only the time taken to;

- a. establishing if the information is held
- b. locating the information
- c. retrieving the information and
- d. extracting the information

can be taken into consideration when calculating the estimated costs of answering the request.

In order to identify relevant information, the search was run using the search criteria “hybrid working”. The search identified over 84,000 items. The LLDC has estimated that the resources that would be required to identify relevant information and extract that information would far exceed the appropriate limit.

The Legacy Corporation is not a large organisation and the time and resources taken to answer the request would have a considerable impact on those resources.

The Legacy Corporation have considered the public interest in respect to their decision and appreciate that they also must balance public interest with the effective, efficient and economic use of the resources that they have responsibility for as a public authority. In this instance, the Legacy Corporation cannot justify the disproportionate burden this request would place on the Legacy Corporation’s limited resources or the impact it would have on delivery of its other responsibilities.

However, under FOIA section 16 we have a duty to provide advice and assistance if possible. Individuals within the organisation have identified specific information that is relevant to your request. This information has been listed below and attached:

- Annex A: EMT Management Review Meeting (end-month) Minutes. 25 October 2021
- Annex B: Extracts from EMT Management Review Meeting (end-month). 13 December 2021
- Annex C: EMT Management Review Meeting (end-month) Minutes. 13 December 2021
- Annex D: Strategic EMT Note of Meeting. 20 March 2023
- Annex E: EMT Management Review Meeting (mid-month) Agenda. 11 April 2023
- Annex F: EMT Management Review Meeting (mid-month) Minutes. 11 April 2023
- Annex G: EQIA Recovery 2021
- Annex H: EQIA Relocation 2022
- Annex I: Hybrid working at LLDC. Presentation to Strategic EMT. 20 March 2023

Please note: Information has been extracted where it is not relevant to your request.

Please note: some personal information has been redacted under s40 – personal information.

*Section 40(2) –personal information*

*(2) Any information to which a request for information relates is also exempt information if –  
(a) it constitutes personal data which does not fall within subsection (1), and  
(b) the first, second or third condition below is satisfied.*

It is the standard practice of the LLDC to redact personal information for those members of staff under Head of Service level, and for non-Legacy Corporation personnel unless consent to release the information has been received.

The section 40 exemption is absolute and is not subject to the public interest test. In this instance, the relevant condition that applies is section 40(2) whereby the information is defined as personal data within s.3(2) of the Data Protection Act 2018.

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If you are unhappy with our response to your request and wish to make a request for an internal review of our response, you should write to:

Chief Operating Officer  
London Legacy Development Corporation  
Level 9  
5 Endeavour Square  
Stratford  
E20 1JN

Email: [FOI@londonlegacy.co.uk](mailto:FOI@londonlegacy.co.uk)

Please note: requests for internal reviews received more than forty working days after the initial response will not be handled.

If you are not content with the outcome of the internal review, you may appeal directly to the Information Commissioner at the address given below. You should do this within two months of our final decision. There is no charge for making an appeal.

Further information on the Freedom of Information Act 2000 is available from the Information Commissioner's Office:

Wycliffe House  
Water Lane  
Wilmslow  
SK9 5AF

Telephone 08456 30 60 60 or 01625 54 57 45

Website [www.ico.gov.uk](http://www.ico.gov.uk)

Yours sincerely

FOI / EIR Co-ordinator  
London Legacy Development Corporation