



File#: 292-30/MSD-2011-01240

November 10, 2011

Sent via email: [jchapnick@heu.org](mailto:jchapnick@heu.org)

Jonathan Chapnick  
Legal Counsel, Hospital Employees' Union  
On Behalf of the BC Community Living Action Group  
5000 North Fraser Way  
Burnaby BC V5J 5M3

Dear Jonathan Chapnick:

**Re: The Freedom of Information and Protection of Privacy Act -Request for Access to Records**

The **Ministry of Social Development** received your request for access to information under the *Freedom of Information and Protection of Privacy Act* (the Act) on November 10, 2011. We understand your request to be for:

**Regarding Information Bulletin 2011SD0018-001354: Records indicating the terms of reference for and members of the Working Group; Any Working Group meetings notes or minutes; Any reports, briefing notes, memoranda or other materials prepared by or for the Working Group; Records indicating the terms of reference for and members of the Audit Team; Any Audit Team meeting notes or minutes; Any reports, briefing notes, memoranda or other materials prepared by or for the Audit Team; A list of documents reviewed by the Audit Team; Records indicating the individuals and/or types of individuals interviewed by the Working Group and/or the Audit Team; the Interim Update from the Board of CLBC.**

The Act allows 30 business days for public bodies to respond unless the nature of the request requires an extension per section 10 of the Act. We will make every effort to respond to your request by **December 23, 2011**. We will notify you as soon as possible if there is a need to extend the time limit for responding to your request.

The Act also allows that we may charge a fee for certain limited costs of providing you with the requested information, such as locating, retrieving and copying a large volume of records. Should this be the case, we will contact you at a later date with a fee estimate.

Please also be advised that the response to your request (subject to limited exemptions) will be published on the BC Government's Open Information website after its release to you. Your identity will be protected in the response. To find out more about Open Information please access the Open Information website at: <http://www.openinfo.gov.bc.ca/>.

Should you have any questions now or during the processing of your request please contact our office at 250-387-1321 and ask to speak with the analyst assigned to your request. Please quote the file number(s) identified at the top of this letter.

If calling from Vancouver dial 604-660-2421, or elsewhere in BC dial 1-800-663-7867, and ask to be transferred to 250-387-1321.

Regards,

*Terri Clark*

Terri Clark, Consolidated Intake  
Information Access Operations