

XXXX

**(sent via e-mail :**

xxxx

xxxxxx

Rail Sustainability - Operations

Zone xxxx

Great Minster House

76 Marsham Street

London

SW1P 4DR

Direct line: 020 xxx xxxx

Web site: [www.dft.gov.uk](http://www.dft.gov.uk)

E-mail: [xxxx@dft.gsi.gov.uk](mailto:xxxx@dft.gsi.gov.uk)

Our Ref: F0007737

27 June 2011

Dear xxxx

## **Freedom of Information Request: Ref P0007737**

I am writing to confirm that the Department has now completed its search for the information which you requested on 31 May about the Cycle Rail Integration Taskforce (CRIT).

The secretariat for CRIT was provided by the Association of Train Operating Companies (ATOC). A copy of the terms of reference of the CRIT is enclosed together with the minutes of the meetings which provide details of the group's membership / affiliations as well as the dates of the meetings. The minutes also contain details of the actions that individual members were asked to undertake although as CRIT did not have a dedicated budget it was the responsibility of individual members to complete these actions and to report back to the group. However, we are aware of one report that was prepared by Steer Davies Gleave for CRIT / ATOC in July 2009 entitled 'Investment in Cycle Facilities at Rail Stations - Developing a Business Case Framework'.

If you are unhappy with the way the Department has handled your request or with the decisions made in relation to your request you may complain within two calendar months of the date of this letter by writing to the Department's Information Rights Unit at:

Zone D/04

Ashdown House

Sedlescombe Road North

Hastings

East Sussex TN37 7GA

E-mail: [FOI-Advice-Team-DFT@dft.gsi.gov.uk](mailto:FOI-Advice-Team-DFT@dft.gsi.gov.uk)

Please see attached details of DfT's complaints procedure and your right to complain to the Information Commissioner.

If you have any queries about this letter, please contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

**xxxx**

## **Your right to complain to [DfT/Agency] and the Information Commissioner**

You have the right to complain within two calendar months of the date of this letter about the way in which your request for information was handled and/or about the decision not to disclose all or part of the information requested. In addition a complaint can be made that DfT has not complied with its FOI publication scheme.

Your complaint will be acknowledged and you will be advised of a target date by which to expect a response. Initially your complaint will be re-considered by the official who dealt with your request for information. If, after careful consideration, that official decides that his/her decision was correct, your complaint will automatically be referred to a senior independent official who will conduct a further review. You will be advised of the outcome of your complaint and if a decision is taken to disclose information originally withheld this will be done as soon as possible.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF