

Report to the Council

Committee: Cabinet

Date: 14 February 2012

Subject: Support Services Portfolio

Portfolio Holder: Councillor John Wyatt

Recommending:

That the report of the Support Services Portfolio Holder be noted.

Portfolio Holder Decision – Freedom of Information Publication Scheme

I have approved a revised Publication Scheme and Guide to Information in accordance with the provisions of the Freedom of Information Act 2000 (FOIA) and guidance from the Information Commissioner.

The FOIA gives rights of access to information held by public authorities.

Section 19 of the FOIA requires every public authority to adopt, maintain and review from time to time a Publication Scheme. The Council last adopted a new Publication Scheme in 2008. The Publication Scheme represents a commitment to publishing information within certain broad classes.

The Guide to Information supports the Publication Scheme. It specifies the information the Council routinely publishes, how it will be published and what charges, if any, will be made. At present no charges are proposed.

Applicants requesting information listed in the Guide to Information will be directed to the Guide as to how that information can be obtained (the majority is available via a link to the Council's website). Requests for information which are not listed in the Guide will continue to be dealt with by way of formal written responses within 20 working days.