

POLICY AND RESOURCES COMMITTEE - 5 DECEMBER 2022

PART I - DELEGATED

7. FREEDOM OF INFORMATION – PUBLICATION SCHEME (EHoS)

1 Summary

1.1 This report seeks approval of the revised Freedom of Information Publication Scheme.

2 Details

2.1 In accordance with requirements of the Freedom of Information Act 2000, all public authorities must produce and maintain a Publication Scheme that outlines what information is routinely published by the Council. The Scheme is based on the Information Commissioner's Model Publication Scheme and contains the following seven classes of information:

- Who we are and what we do
- What we spend and how we spend it
- What our priorities are and how we are doing
- How we make decisions
- Our policies and procedures
- Lists and registers
- Services provided by the Council

2.2 For each class of information, the following information is provided:

- Sub-class title and description
- Location of where the information is published
- Any charge for providing the information, where applicable

2.3 The purpose of the Publication Scheme is to promote openness and increase transparency of what the Council does. It also improves public access to the information that we hold, making it easier to find information without having to make a written request.

2.4 The current Publication Scheme has been reviewed by the Corporate Management Team and the following new information/data has been added:

- Business Rates data
- Housing and Homelessness data
- Public Health funeral data

2.5 The Publication Scheme will be regularly reviewed and updated as more information/data becomes available for publication.

3 Options and Reasons for Recommendations

3.1 The Council has a legal obligation to maintain a Publication Scheme.

4 Policy/Budget Reference and Implications

4.1 The recommendations in this report are within the Council's agreed policy and budgets. The relevant policy is entitled FOI Guidance for Managers and Section Heads.

5 Legal Implications

5.1 A publication scheme is a requirement of the Freedom of Information Act 2000. It promotes openness and accountability across the public sector by requiring all 'public authorities' to make information available proactively, through a publication scheme.

6 Communications & Website implications

6.1 The Publication Scheme is published on the website at <https://www.threerivers.gov.uk/egcl-page/freedom-of-information>

7 Financial, Equal Opportunities, Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Risk Management and Health & Safety Implications

7.1 None specific.

8 Recommendation

8.1 That the Policy and Resources Committee approve the updated FOI Publication Scheme.

8.2 That the Policy and Resources Committee delegate authority to the Executive Head of Services, in consultation with the Lead Member for Resources and Shared Services to implement any minor amendments to the Publication Scheme.

Report prepared by: Phil King, Data Protection Officer

Data Quality

Data sources:

FOI Publication Scheme

Data checked by:

Phil King, Data Protection Officer

Data rating:

1	Poor	
2	Sufficient	✓
3	High	

Background Papers

ICO Model Publication Scheme

APPENDICES / ATTACHMENTS

FOI Publication Scheme.