

## **REPORT OF THE LEADER OF THE COUNTY COUNCIL**

### **FREEDOM OF INFORMATION ACT DECISION LOG**

#### **Purpose of the Report**

1. To inform Policy Committee about a new decision log to publish all responses to requests for information under the Freedom of Information Act and Environmental Information Regulations on the public website.

#### **Freedom of Information Act and Environmental Information Regulations**

2. The Council already publishes guidance on its website advising the public how to access information under the FOIA and EIR, and has adopted the Information Commissioners Model Publication Scheme which sets out the classes of information that are routinely published; this is also published on the website.
3. Policy Committee received a report in May 2013 as to how the Council discharges its responsibilities under the Freedom of Information Act 2000 (FOIA) and Environmental Information Regulations 2004 (EIR). That report gave details of the number of requests received and the Council's adherence to timescales, and stated that further development work was being undertaken to improve the information available to members of the public.
4. A decision log has been developed to publish all responses to FOIA and EIR requests. The log has been backdated to the beginning of the financial year and all future responses will be uploaded to the website once they have been sent out. The responses will be redacted to remove the personal information relating to the requester. The log can be searched by date and subject.
5. The website will ask members of the public to look at the log before submitting an FOIA request. The Customer Service Centre will also suggest to callers that they search the log before submitting a request to see if their question has already been answered.

#### **Statutory and Policy Implications**

9. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has

been undertaken and advice sought on these issues as required.

## **RECOMMENDATION/S**

1. It is recommended that the Policy Committee notes this development and approves the publication of this log.

**Alan Rhodes, Leader of the Council**

**For any enquiries about this report please contact: Jo Kirkby, Team Manager, Complaints and Information team, 9772821.**

## **Constitutional Comments**

SLB 08/07/2013

Policy Committee is the appropriate body to consider the content of this report; it has responsibility for the Council's information governance.

## **Financial Comments (SEM 08/07/13)**

There are no specific financial implications arising directly from this report.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None.

## **Electoral Division(s) and Member(s) Affected**

All