



CP&R

Thursday, 22 July 2021

**Subject: Freedom of Information and Environmental Information Policy**

Report by:

Monitoring Officer

Contact Officer:

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Purpose / Summary:

This Policy outlines our approach to responding to requests for information made under the FOIA and the EIR.

**RECOMMENDATION(S):**

**That the CP&R agrees the approval of the changes to this policy.**

**Agree that any future housekeeping amendments can be delegated to the Chief Executive in consultation with the Chairs of the JSCC and CP&R.**

## IMPLICATIONS

### Legal:

(N.B.) Where there are legal implications the report **MUST** be seen by the MO

### Financial :

FIN/31/22/A/SL

There are no financial implications arising from this report.

(N.B.) All committee reports **MUST** have a Fin Ref

### Staffing :

(N.B.) Where there are staffing implications the report **MUST** have a HR Ref

### Equality and Diversity including Human Rights :

*NB: Please explain how you have considered the policy's impact on different groups (for example: young people, elderly, ethnic minorities, LGBT community, rural residents, disabled, others).*

### Data Protection Implications : Nil

### Climate Related Risks and Opportunities: Nil

### Section 17 Crime and Disorder Considerations: Nil

### Health Implications: Nil

### Title and Location of any Background Papers used in the preparation of this report :

*Wherever possible please provide a hyperlink to the background paper/s*

*If a document is confidential and not for public viewing it should not be listed.*

<b>Risk Assessment :</b>

**Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

**Yes**

**No**

**X**

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

**Yes**

**No**

**X**

# **1 Introduction**

1.1 The FOI and EIR policy is a current WL policy that has been reviewed.

It provides a framework to make sure that we fully support and consistently apply the principles of Freedom of Information, and meet the standards set out in the Lord Chancellor's Section 46 Code of Practice on satisfying public authorities' obligations under the FOIA and the EIR.

The Policy aims to promote greater openness and to build public trust by providing access to information. We believe that access to information about decisions we take can help local people to influence local service provision. This will be balanced against the need to protect the confidentiality of, for instance, personal and commercially sensitive information.

The changes to the policy are:

Update Cover Page

Change to Document owner

2 Minor changes on page 4

Job titles changed, report name change and link to publication scheme updated on page 5

Section 7 – Add charging fees ruling from guidance

Section 8.5 – change to chargeable rate under EIR