

SCRUTINY WORK PROGRAMME - SCOPING DOCUMENT

TOPIC	Freedom of Information Requests
KEY LINES OF ENQUIRY	<ul style="list-style-type: none"> • To look in detail at issues highlighted in an Internal Audit report to the Audit Committee on 23 November 2020 dealing with FOI requests. • Are individuals seeking information that is readily available online? • How FOI requests are handled. • Analysis of the number of requests received. • The Council's overall performance in meeting the requirements of the Information Commissioner's Office to respond to Freedom of Information requests. • The strategic approach to managing information and making information readily available as part of the Council's Publication Scheme
EXPECTED BENEFITS/ OUTCOMES	<ul style="list-style-type: none"> • To ensure that the statutory requirements placed on the Council are being complied with. • That the internal process for dealing with FOI requests is effective, consistent across the Council and accords with best practice. • The FOI/Publication Scheme part of the Council website should be regularly reviewed and updated in response to feedback from the public. This would ensure that appropriate information is published in accordance with the model publication scheme and kept up to date
APPROACH	To be the subject of an agenda item at a formal meeting.
WITNESSES	<p>Cabinet Member for Strategic Finance, Transformational Change and Corporate Services</p> <p>Director of Resources</p>
LINKS TO CORPORATE PLAN	<p>Community Protection, Digital Transformation, Housing Provision and Housing Needs</p> <ul style="list-style-type: none"> • Create a new accessible council website. Phase 1 of a new website including services for planning; fostering; registrars; coastal management; parking; adult community learning and adult social care to be operable by 31 March 2022. Phase 2, for all other services to be operable by March 2023 <p>Leader and Cabinet Member for Strategic Partnerships & Covid Recovery</p> <ul style="list-style-type: none"> • We will challenge the 'confidentiality culture' that inhibits the provision of information to our communities by the following actions :- <ul style="list-style-type: none"> ❖ All background papers to decisions will be routinely published ❖ Develop and maintain a document library based on the issues of real interest to the community