

Sampford Courtenay Parish Council

Report for the meeting: Wednesday 4th September 2024

Subject: Freedom of Information (FOI) - Publication Policy

Report prepared by: Malcolm Harris – Parish Clerk

1. Purpose of the Report:

To seek approval for a new FOI- Publication Policy.

2. Background to the report:

2.1 The Internal Audit report for 23/24 recommended that the Parish Council adopt a FOI Public Publication Policy. This commits the Council to formalise the way information is managed, and published. The Policy also sets out the procedure for any FOI requests. The costs for responding to such requests are also clearly set out in the Policy.

2.2. Guidance for the development of the Policy was provided by the Information Commissioner and Crediton Town Council.

3. Financial Implications:

3.1 None directly from this report

4. Recommendation:

That the Parish Council:

4.1 Adopt, and approve the SCPC – FOI Publication Policy. (as circulated)