

FREETHERNE WITH SAUL PARISH COUNCIL
FREEDOM OF INFORMATION ACT 2000

The Freedom of Information Act 2000 allows individuals to request any information from public authorities, including Councils, apart from environmental information or personal information. Requests for environmental information are dealt with by the Environmental Information Regulations 2004 and personal data is available under the Data Protection Act 1998.

The Freedom of Information Act 2000 is fully retrospective and applies to all information, not just information filed since the Act came into force.

Make a Request

Requests for information from the Council under the Freedom of Information Act 2000 must be made in writing, either by letter or email.

The Council will tell you whether it holds the information, and will supply it within 20 working days, in the format requested, as long as none of the information sought is exempt from disclosure (see 'Exempt Information' below).

If you would like to make an FOI request, please contact us:

Exempt information

The Council does not have to confirm or deny the existence of the information or provide it if a legal exemption applies, the request is vexatious or repeats a requestor's previous request, or if the cost of compliance exceeds a statutory limit. For current costs please follow the following link: www.ico.gov.uk

If an exemption applies, but is qualified, this means that the Council must decide whether the public interest in using the exemption outweighs the public interest in releasing the information.

If you apply for access to information under the Freedom of Information Act, and the Council considers any of it to be exempt from disclosure, we will write to you to let you know why.

There are a few exceptions to this rule - for example, if the information is likely to prejudice national security - and if this is the case, the public authority must explain why the exception applies.

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Adopted January 2016

Reviews and complaints

If an applicant is dissatisfied with the refusal to disclose information, they should follow the Council's complaints procedure.

Should an applicant remain dissatisfied with the outcome, they will have the right to complain to the Information Commissioner's Office (ICO). The ICO will investigate the case and either uphold the Council's use of an exemption or decide that the information must be disclosed.

For more detailed information relating to both the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 visit the Information Commissioner's Office website at: www.ico.gov.uk