



Harrold Parish Council

Publication Scheme

May 2018

PUBLICATION SCHEME

- 1.1 The Freedom of Information Act grants to members of the public rights of access to all kinds of recorded information held by a wide range of public authorities. The Act requires every public authority to adopt and maintain a generic model publication scheme which should be adopted and operated by all public authorities.
- 1.2 Harrold Parish Council adopted the generic model publication scheme and a 'guide to information' at their Council meeting on 9th May 2018. It is intended to provide everyone interested in the Council with a comprehensive guide to the information that the Council will automatically or routinely publish or otherwise makes available to the public. It is important to note that a publication scheme simply sets out the information that is routinely available. Information that is not listed in the 'guide to information available' can still be requested and it will be made available unless it can be legitimately withheld. This can be done by making a written request to the Clerk to the Parish Council.

GUIDE TO INFORMATION

See separate file named "Guide to Information"

MODEL PUBLICATION SCHEME

<https://ico.org.uk/media/for-organisations/documents/1153/model-publication-scheme.pdf>