

ITEM: 09/150
Doc: 13

Meeting: Trust Board
Date: 18th November 2009

Title: **Freedom of Information Act: Model Publication Scheme**

Executive Summary: The Freedom of Information Act requires every public authority to adopt and maintain a publication scheme which has been approved by the Information Commissioner, and to publish information in accordance with the scheme.

There is now only one approved model scheme which needs to be adopted by all public authorities without alteration or amendment. The scheme lists information under seven broad classes. Following adoption, the trust then needs to provide a guide to information for the public which gives details of what the trust will provide under the scheme.

Although the trust drew up a publication scheme and schedule of information in December 2004, this now needs to be superseded and updated in accordance with the latest guidance. The detailed work will be supervised by the Information Governance Steering Committee, which is chaired by Fiona Elliott who has been appointed Senior Information Risk Officer (SIRO) in succession to David Sloman.

The attached model publication scheme is the version approved by the Information Commissioner, the only amendment being to substitute “trust” for “public authority”.

The Board is asked to adopt the model publication scheme.

Action: For approval

Report from: Susan Sorensen
 Corporate Secretary

Sponsor: Fiona Elliott
 Senior Information Responsible Officer

<p>Compliance with statute, directions, policy, guidance</p> <p>Lead: All directors</p>	<p>Reference: Information Commissioner Freedom of Information Act 2000</p>
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