



## **Freedom of Information (FOI) – Requests for Information**

### **Policy**

#### **1. Introduction**

This Policy sets out the process to be followed when a Freedom of Information request is received.

#### **2. Policy Statement**

- 2.1. The Freedom of Information Act 2000 became law on 1st January 2005 and gave the public the right to ask for any information held by a public authority.
- 2.2. There is an expectation that the information will be provided unless it falls within one of the exemption provisions of the Act.
- 2.3. All Freedom of Information (FOI) requests will be dealt with in accordance with the Freedom of Information (FOI) - Requests for Information Procedure.

**Team: Information Access**