

FLINTSHIRE COUNTY COUNCIL

REPORT TO: CONSTITUTION COMMITTEE

DATE: WEDNESDAY, 24 APRIL 2013

REPORT BY: DEMOCRACY & GOVERNANCE MANAGER

SUBJECT: UPDATING ACCESS TO INFORMATION
PROCEDURE RULES

1.00 PURPOSE OF REPORT

- 1.01 To update the forward work programme part of the access to information procedure rules.

2.00 BACKGROUND

- 2.01 Under the 3 year rolling programme for reviewing the Constitution previously agreed by the committee the access to information procedure rules are for review in the second year of the programme. Section 12 of those rules deals with the forward work programme. As it does not reflect current practice the committee is being asked to update it in advance of the programmed review of the rest of the access to information procedure rules.
- 2.02 Attached as appendix 1 is a copy of Section 12 of the access to information procedure rules. This envisages the programme being updated 6 monthly. In practice the forward work programme is far more changeable and when published 6 monthly was out of date shortly after it was published.
- 2.03 Since the Council acquired Modern.gov software it has been the practice for the forward work programme to be updated on an almost daily basis and for it always to cover the next 6 months. In effect it is now a live document and kept up-to-date. The forward work programme now covers not only County Council, Cabinet, Overview & Scrutiny but also Audit Committee.

3.00 CONSIDERATIONS

- 3.01 Attached as appendix 2 is a proposed revised wording for Section 12 to reflect current practice. As the forward work programme is published on the Council's website and is updated monthly the reference to publishing notice in at least one newspaper has been deleted.

4.00 RECOMMENDATIONS

- 4.01 For the committee to consider updating the reference to the forward work programme contained in the access to information procedure rules with the wording in appendix 2.

5.00 FINANCIAL IMPLICATIONS

- 5.01 None as a result of this report.

6.00 ANTI POVERTY IMPACT

- 6.01 None as a result of this report.

7.00 ENVIRONMENTAL IMPACT

- 7.01 None as a result of this report.

8.00 EQUALITIES IMPACT

- 8.01 None as a result of this report.

9.00 PERSONNEL IMPLICATIONS

- 9.01 None as a result of this report.

10.00 CONSULTATION REQUIRED

- 10.01 None as a result of this report.

11.00 CONSULTATION UNDERTAKEN

- 11.01 None as a result of this report.

12.00 APPENDICES

- 12.01 Appendix 1 - Section 12 of the access to information procedure rules
Appendix 2 - Proposed revised wording for Section 12

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS

None

Contact Officer: Peter Evans
Telephone: 01352 702304
Email: peter.j.evans@flintshire.gov.uk

