



Dumfries and Galloway
Integration Joint Board

20th January 2022

This Report relates to
Item 11 on the Agenda

Review of Freedom of Information Policy and Guide to Information

Paper presented by Alison Warrick

For Approval

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List of Background Papers:	Please add hyperlinks if available
Appendices:	Appendix 1 – Model Publication Scheme Appendix 2 – Draft Guide to Information available through the Model Publication Scheme Appendix 3 – Draft Freedom of Information Policy Appendix 4 – Model Publication Scheme Notification Form

Direction	Required	to	Direction to:	
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Council, Health Board or Both	1. No Direction Required	X
	2. Dumfries and Galloway Council	
	3. NHS Dumfries and Galloway	
	4. Dumfries and Galloway Council and NHS Dumfries and Galloway	

1.	Introduction
1.1	This Report provides the Integration Joint Board with an update to the Freedom of Information Policy and Guide to Information available through the Model Publication Scheme, which meets the requirements within the Freedom of Information (Scotland) Act 2002 and takes into consideration the changes made by the Scottish Information Commissioner.
2.	Recommendations
2.1	<p>The Integration Joint Board is asked to Approve:</p> <ul style="list-style-type: none"> • The adoption of the National Records of Scotland Model Publication Scheme • The Draft IJB Guide to Information available through the Model Publication Scheme and the publication of this information on the dghscp website • The Draft Freedom of Information Policy and the publication of this information on the dghscp website • That the Model Publication Scheme is forwarded to the National Records of Scotland
3.	Background and Main Report
3.1	The Freedom of Information (Scotland) Act 2002, is a legal requirement of all Scottish Public Authorities to disclose information which may be requested by an organisation or member of the public.
3.2	Due to the relatively small numbers of FOI requests the IJB requests are handled via NHS Dumfries and Galloway's FOI Officer but responses are always collated and approved by the Health and Social Care Business Support Team.
3.3	All public authorities are legally required to adopt and maintain a publication scheme and are under a legal obligation to publish the classes of information that they make routinely available and to inform the public how they can access this information together with details of any relevant cost.
3.4	The Scottish Information Commissioner updated the Model Publication Scheme in March 2021 and amended the format which can be seen in Appendix 1 and reflected in the Draft Guide to Information at Appendix 2.
3.5	Once the Model Publication Scheme has been formally adopted by the IJB, this is

3.6

confirmed with the Scottish Information Commissioner's Office and the MPS should be displayed on the home page of the www.dghscp.co.uk website.

4. Conclusions

4.1 Based on the information provided, it is anticipated that Members will approve the amendments to the documents.

5. Resource Implications

5.1 There are no resource implications as a result of the content of this Report.

6. Impact on Integration Joint Board Outcomes, Priorities and Policy

6.1 The subjects of this Report link with the following National Health and Wellbeing Outcomes:

Outcome 3 - People who use health and social care services have positive experiences of those services, and have their dignity respected.

Outcome 9 - Resources are used effectively and efficiently in the provision of health and social care services

7. Legal and Risk Implications

7.1 The Freedom of Information (Scotland) Act 2002, must be adhered too and by completing the documentation the IJB are fulfilling a legal obligation.

8. Consultation

8.1 This paper has been shared with the Health and Social Care Governance and Performance Group.

9. Equality and Human Rights Impact Assessment

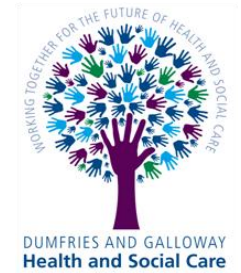
9.1 An Impact Assessment was carried out when the FOI Policy was first adopted in June 2016.

10. Glossary

10.1 All acronyms must be set out in full the first time they appear in a paper with the acronym following in brackets.

EQIA	Equalities Impact Assessment
FOI	Freedom of Information
IJB	Integration Joint Board
MPS	Model Publication Scheme

Dumfries and Galloway Integration Joint Board



DIRECTION

(ISSUED UNDER SECTIONS 26-28 OF THE PUBLIC BODIES (JOINT WORKING) (SCOTLAND) ACT 2014)

1.	Title of Direction and Reference Number	
2.	Date Direction Issued by Integration Joint Board	
3.	Date from which Direction takes effect	
4.	Direction to	
5.	Does this direction supersede, amend or cancel a previous Direction? If yes, include the reference number(s)	
6.	Functions covered by Direction	
7.	Full text of Direction	
8.	Budget allocated by Integration Joint Board to carry out Direction	
9.	Desired Outcomes	
10.	Performance Monitoring Arrangements	
11.	Date Direction will be Reviewed	