



PUBLICATION SCHEME

UNDER

FREEDOM OF INFORMATION ACT 2000

Issued by: Exmoor National Park Authority
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Somerset TA22 9HL

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- Authority performance and services
 - Authority news
- 3.2 The Appendix attached to this scheme gives the title of the class, a definition, an appropriate explanation and a description on how the information can be seen.
4. EXEMPTION
- 4.1 In preparing this scheme regard has been paid to the public interest. The Authority has always followed a presumption in favour of openness and has only limited public and press access to meetings and connected papers in those few instances where confidential or exempt information is likely to be discussed. In formulating this scheme the Authority seeks to continue this policy as follows:
- Exemptions where the public interest test applies. This will be considered on a case-by-case basis and the balance will be in favour of disclosure
 - Those which are absolute exemptions
- 4.2 The scheme and the new legislation does not limit in any way other rights that people have to information nor does it limit in any way the very large amount of information we otherwise publish outside the scheme, both by way of publications and on our website. Therefore planning applications will continue to be available for public inspection. Additionally we will continue publishing a large amount of information by way of guidance or assistance about various services on a routine basis.
- 4.3 Information held that is personal and private to individuals is not dealt with by the Freedom of Information Act but covered by the Data Protection Act. Whilst people will not have access to this information the individual concerned does have access to that information under the Data Protection Act. In other words your private affairs and business with the Authority on an individual basis are not the subject of this publication scheme.
5. OTHER INFORMATION
- 5.1 The Authority has appointed its Head of Business Management, Charles Burrows, who is based at Exmoor House, Dulverton, Somerset TA22 9HL (tel. 01398 323665, FAX 01398 323150, e mail cwburrows@exmoor-nationalpark.gov.uk) as the officer responsible for this scheme on behalf of the Authority and also as responsible for maintaining the scheme on a day-to-day basis.
- 5.2 This publication scheme will be made available:
- on our website and at our visitor centres
 - to libraries situated throughout the National Park
 - by publishing in the Authority's newspaper Park Life
 - to each of the town and parish councils situated within the National Park

In deciding to publish in this way we have had regard to the geographical nature of the Authority's area, issues of access and public interest.

- 5.3 The publication scheme and the documents to which it refers are available in the first language of the National Park, namely English. If people have any requirement for other languages and/or with access or require large print or otherwise require particular assistance, they are invited to contact the Head of Business Management.
- 5.4 No charge will be made by the Authority for examining the information within the publication scheme. A charge may be made at rates determined from time to time by the Authority for any photocopies sought.
- 5.5 This publication scheme does not refer to any other executive agencies. In other words the information it defines and classifies relates to the Exmoor National Park Authority only.
- 5.6 The Information Commissioner's site www.informationcommissioner.gov.uk includes a general introduction and information about the Freedom of Information Act 2000. Other contact information is:

Information Commission
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel No: 01625 545 745

Fax No: 01625 524 510

e-mail: mail@ico.gsi.gov.uk

FREEDOM OF INFORMATION ACT 2000 - PUBLICATION SCHEME

CLASSES OF INFORMATION

TITLE	DEFINITION	EXPLANATION	AVAILABILITY
The Authority and its Constitution	The constitution of the Authority pursuant to the Environment Act 1995	These are documents that relate to the standing orders and workings of the Authority, its committees and its scheme of delegation.	Exmoor House Dulverton
	The code of conduct and declarations of interest by members	The code of conduct to be followed by members and the interests disclosed by members	Exmoor House Dulverton With a summary of disclosures by members on our website
Authority Finances	Budget approved for each financial year Annual Statement of Accounts for each financial year The External Auditor's report for each financial year	The operation of the authority's finances on an income and expenditure basis and its balance sheet at the end of the financial year. The external audit of the Accounts of the Authority	Exmoor House Dulverton
Authority Policies	The policy framework within which the Authority operates	All the strategies and policies approved by the Authority, statutory or otherwise. For example and including National Park Management Plan and Local Development Scheme	Exmoor House Dulverton and on our website
Authority Decisions	Authority and Committee Agenda and Minutes EXCEPT items falling within Schedule 12A of Local Government Act 1972	The reports and decisions of the Authority and its Committees except exempt information.	Exmoor House Dulverton and on our website

	as amended from time to time		
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TITLE	DEFINITION	EXPLANATION	AVAILABILITY
Authority Performance and Services	Business Plan which includes Best Value Performance Plan for each financial year Details of all the services provided by the Authority	An annual document which reviews performance across service areas including comparative figures Contacts for each area of service activity	Exmoor House Dulverton Visitor Centres and on our website
Authority news	The Authority newsletter, the Authority Exmoor Visitor and press releases issued by the Authority	Information issued to inform and update the public	Exmoor House Dulverton Visitor Centres and on our website