64360 Freedom of Information Service

The number of staff responsible for managing and responding to FOI requests received by the Council.

How the FOI function is organised and operates within the Council.

The pay grades of all posts within the FOI team and what their tasks are within that pay grade.

The Council does not have designated Freedom of Information Officers or Freedom of Information Team. Information Rights Officers within the Information Governance Unit respond to access requests made under the relevant legislation, including the Freedom of Information (Scotland) Act.

The processing of FOI requests is undertaken through a distributed model, involving officers across a range of Council services and at different organisational levels. Depending on the subject matter of a request and where the relevant information is held, multiple Council employees may be involved in identifying, locating and retrieving information and contributing to the preparation of the Council's response.