



## FREEDOM OF INFORMATION PROTOCOL

Plymouth and South Devon (PASD) Freeport acknowledge that the three member Local Authorities (LAs) of Plymouth City Council, Devon County Council and South Hams District Council, are subject to the requirements of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIR) and shall:

- provide all necessary assistance and cooperation as reasonably requested, to enable the Local Authorities to comply with their obligations under the FOIA and the EIR.
- provide LA's free of charge with a copy of all non-exempt information requested in the Request for Information which is in its possession or control in the form that the LA requires within 20 Working Days.

### PROCESS

Freedom of Information requests concerning PASD Freeport can be received by the PASD Freeport or any of its member Local Authorities. Where relating directly to the PASD Freeport Company, Freedom of Information, Environmental Impact Regulations or other queries and requests will be dealt with by the PASD Freeport Company itself in line with the relevant legislation.

Where relating to the Freeport's Seed Capital funding, Freedom of Information, Environmental Impact Regulations, or other queries and requests will be dealt with by Plymouth City Council as the Accountable Body. Further information is available on the Accountable Body's website:

- [Freedom of information \(FOI\) and environmental information \(EIR\) requests](#)
- [Access to information](#)

PASD Freeport and its members will provide each other any information in their possession that may be reasonably requested by the other parties, subject to any confidentiality constraints, safeguards and statutory rules on disclosure. They will consult with each other before making any significant disclosures of information under the Freedom of Information Act 2000 and/or the Environmental Information Regulations 2004.