

NEW EAST MANCHESTER LIMITED

Freedom of Information Act 2000 - Publication Scheme

1 What is Freedom of Information?

The Freedom of Information Act (FOIA) received Royal Assent on 30 November 2000 and came fully into force on 1 January 2005. The legislation is designed to promote greater openness and transparency throughout the public sector and applies to all public authorities and companies wholly owned by public authorities such as New East Manchester Limited.

The FOIA gives a general right of access to all types of recorded information held by public bodies through the adoption and maintenance of a Publication Scheme - an inventory, describing the general information the Company makes or intends to make available to the public, where the information is available from, in what form and whether or not it is free of charge.

In addition from January 2005 any person who makes a request to a public authority for information must be informed whether the body holds that information, and, subject to any exemptions, be supplied with that information. More details are available from the Information Commissioner, the independent authority set up to promote access to official information (<http://www.ico.gov.uk/>).

Under the FOIA, New East Manchester is therefore required to specify:-

- The classes of information it publishes or intends to publish;
- How the information is made available; and
- Whether it is available free of charge or on payment of a fee.

2 About New East Manchester

New East Manchester Limited (NEM) is an Urban Regeneration Company, a partnership between Manchester City Council, English Partnerships and the Northwest Regional Development Agency. It is NEM's role to implement the Strategic Regeneration Framework for the area, secure the required public and private funding, lead on specific major development projects as well as co-ordinate the range of regeneration and renewal initiatives benefiting the area.

3 How to access information from this scheme

Information included in NEM's publication scheme will generally be available to download and print from our website <http://www.neweastmanchester.com>.

For items not yet available on the website, for those without access to the Internet or those wish to make a request for information in printed form, NEM can be contacted at the address shown in Paragraph 8 below.

NEM is committed to upholding every person's right to seek information and to equality of access. The Company will therefore take all reasonable steps to meet requests for information in large print, Braille and where this is not cost prohibitive, to supply this in different languages.

4 Charging policy

Most of the information in the scheme is available free of charge. There are some limited exceptions to this, for example where information is printed off or copied to meet an enquiry, NEM reserves the right to make a reasonable copying charge. This is most likely to occur where the document size exceeds 20 pages or where multiple copies are requested

5 Copyright statement

Reproducing material supplied under this Publication Scheme without the express permission of NEM may be an infringement of copyright. Requests for permission should be addressed to the nominated officer at the address detailed in Paragraph 8 below.

6 Classes of information

As a publicly owned company New East Manchester is committed to a policy of full disclosure and listed below are the classes of information which NEM publishes or intends to publish. All information listed under these classes is available on request unless disclosure is exempt under the provisions of the Act. Each request will be dealt with on a case-by-case basis.

The Strategic Direction of the Company

Strategic Regeneration Framework documents

Annual Reports

Annual accounts

Implementation Plans

Delivery / Action Plans

Neighbourhood Plans (finalised)

Equality and Fairness Policy

Decision-making and Corporate Governance

Board membership

Terms of reference / Standing Orders of Boards, Sub Groups or Forums

Directors' register of interests

Memorandum and Articles of Association

Policy and Procedures Manual

Code of Conduct

Board election procedures

Board agendas, minutes and reports

Financial regulations
Customer Care Standards

Research

Census Profiles
Research and evaluation reports
Programme and project evaluations
Socio-economic data and other information contained in baseline documents
Residents' Surveys

Marketing

Press Releases
Newsletters
Publications
Marketing brochures
Best Practice Guides
'How to' Guides

7 Exemptions

In some cases it will be necessary to limit the availability of information for confidentiality and legal reasons or, where other statutory exemptions apply. For the avoidance of any doubt, personal information about individuals is expressly excluded from the scheme.

8 Contacts, feedback and complaints

If you seek information included in the scheme and there is a failure to provide that information or an unreasonable delay then you can complain in the first instance to the nominated officer named below.

Overall responsibility for NEM's publication scheme lies with the (Acting) Chief Executive.

Contact details:

Lesley Spencer (Principal Regeneration Officer and nominated FOIA contact)

Eddie Smith, Acting Chief Executive

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