



Loch Lomond & The Trossachs National Park Authority
Carrochan
Carrochan Road
Balloch
G83 8EG

28 July 2021

FOI Ref: 2021/016

REQUEST UNDER FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

We refer to your request for information, received by email on 1st July 2021. Your specific requests and the Park Authority's response are provided below.

“Please send me all policy documents which inform/ govern/ guide the way your organisation handles media requests and the publication of information. Please include all such documents which mention the Scottish Government, ministers or Scottish Government departments.”

The Park Authority does not have a policy which governs the handling of media requests. Accordingly, we have to advise you under section 17(1)(b) of the Act, that this information is not held.

The Park Authority is a public authority which falls within the requirements of the Freedom of Information (Scotland) Act under Schedule 1 Part 7. We are therefore subject to the publication scheme duty and we have adopted the Model Publication Scheme produced by the Scottish Information Commissioner. Our publication scheme is available on our website at: <https://www.lochlomond-trossachs.org/park-authority/freedom-of-information/>

We can therefore advise under Section 25 of the Freedom of Information (Scotland) Act 2002, that this information is publically available and easily accessible.

As a planning authority we are required to make some planning information publically available under the requirements of the Planning (Scotland) Act 2019. We publish planning information on our online planning portal at: <https://www.lochlomond-trossachs.org/planning/planning-applications/find-an-application/>

As required under Part IIIA of the Local Government (Scotland) Act 1973, all papers and agendas for Park Authority Board meetings will be available for public inspection not less

LOCH LOMOND & THE TROSSACHS NATIONAL PARK AUTHORITY

National Park Headquarters, Carrochan, Carrochan Road, Balloch, G83 8EG Long: 4°34'24"W Lat: 56°00'12"N

t: 01389 722600 f: 01389 722633 e: info@lochlomond-trossachs.org w: [lochlomond-trossachs.org](https://www.lochlomond-trossachs.org)

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than 3 working days in advance of the meeting. Where it is reasonably practicable papers and agendas will be available for inspection 7 working days in advance of the meeting. This Standing Order does not apply to confidential or exempt papers covered by Standing Order 47. Papers will be available for public inspection at the Headquarters of the Park Authority and on our website at <https://www.lochlomond-trossachs.org/park-authority/our-board-committees/>

The Park Authority's Standing Orders can be found under the heading 'Meetings' at: <https://www.lochlomond-trossachs.org/park-authority/our-board-committees/national-park-board/>

“Please also send me any emails, minutes, memos and documents which update that policy or affect the way it is implemented which have been sent from the Scottish Government to your organisation or from your organisation to the Scottish Government since January 1 2020.”

As the Park Authority does not have a policy which governs the handling of media requests, we do not have any information to update a media policy. Accordingly, we have to advise you under section 17(1)(b) of the Act, that this information is not held.

Yours sincerely

**Information Management
Loch Lomond and the Trossachs National Park Authority**

Review Procedure

If you are dissatisfied with this decision, or the way in which the Authority has dealt with your request, you are entitled to require the Authority to review its decision. Please note that in order for a review to take place you are required to:

- Send your request for review in writing, setting out in full the reasons why you are requesting a review.
- Submit your review request within 40 working days of either the date on which you received a response from the Authority or the date by which you should have received a response under the terms of the Freedom of Information (Scotland) Act 2002, whichever is the later.
- address your review request to:

Governance & Legal Team
Loch Lomond & The Trossachs National Park Authority
National Park Headquarters
Carrochan
Carrochan Road
Balloch
G83 8EG

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The review will be handled by staff who were not involved in the original decision. You will receive notice of the result of your review within 20 working days.

If you are not satisfied with the response to your request for review, you can contact the Scottish Information Commissioner, the independent body which oversees the Freedom of Information (Scotland) Act 2002, at:

Scottish Information Commissioner

Kinburn Castle

Doubledykes Road

St Andrews

Fife

KY16 9DS

Tel: 01334 464610

Website: www.itspublicknowledge.info

E-mail: enquiries@itspublicknowledge.info

Online appeal portal: www.itspublicknowledge.info/Appeal