

# Office of the Registrar of Consultant Lobbyists

## Publication scheme and Freedom of Information requests

### Publication Scheme

The Freedom of Information Act encourages public authorities to make as much information as possible available to the public proactively. We do this by publishing the data that people need to understand who we are, what we spend and what we achieve.

Under the Act, we are required to adopt a publication scheme which contains information we routinely make available, and ensure that information is published in accordance with the scheme. Available information is grouped under the following 'classes of information'.

#### Who we are and what we do

[About us](#)

[Contact details](#)

[Governance](#)

#### What we spend and how we spend it

[Annual Report and Accounts 2020-2021](#)

[Business Plan 2021-22](#)

#### What our priorities are and how we are doing

[About us](#)

[Transparency of Lobbying, Non-Party Campaigning and Trade Union Administration Act 2014](#)

[Annual Report and Accounts 2020-2021](#)

[Business Plan 2021-22](#)

[Statutory notices, Registrar communications, consultations and completed investigations](#)

#### How we make decisions

[Transparency of Lobbying, Non-Party Campaigning and Trade Union Administration Act 2014](#)

[About the Registrar](#)

[Consultations](#)

Consultations give a formal opportunity for registrants and other interested parties to feedback on matters the Registrar is considering changing.

## Our policies and procedures

[Transparency of Lobbying, Non-Party Campaigning and Trade Union Administration Act 2014](#)

[Governance](#)

[Civil Service Conduct and Guidance](#) (for Office staff)

## Lists and registers

[Register of Consultant Lobbyists](#)

## The services we offer

[Guidance](#)

[Register of Consultant Lobbyists](#)

## Making a Freedom of Information request

The Registrar is committed to the provisions and principles of the Freedom of Information Act 2000 ('FoIA'), and has adopted without modification [the model publication scheme produced by the Information Commissioner](#). The Registrar will also look to make information available in response to requests, unless there is good reason to apply an exemption.

Although each request will be considered on its own merits, the Registrar will generally not release papers from an investigation into whether an organisation or individual has complied with the requirements of the Transparency of Lobbying [etc] Act 2014. Section 31 of FoIA (Law enforcement) will apply to these cases, and section 30(2) will also often be engaged where information is provided to the Registrar in confidence during the investigation.

Prior to making an FoI request, you may find it helpful to read the general guidance on [how to make a request](#). However, when making an FoI request to the Registrar, please use the email address [office@orcl.gov.uk](mailto:office@orcl.gov.uk)