

Publication Scheme Guidance

This guidance gives examples of the kinds of information that Rhondda Cynon Taf C. B. C. provides routinely. However, it is not meant to be an exhaustive list and if there is any specific document in which you are interested please ring the Corporate Governance Team on 01443 424111 or e-mail us at FreedomOfInformation@rhondda-cynon-taff.gov.uk for help.

The information available under the seven headings includes the following:-

Who we are and what we do

- Council constitution
- Cabinet details
- Management structure
- Location and contact details of main Council offices opening between 9 am and 5 pm
- Currently elected councillors' information and contact details
- Election results
- Register of electors published by the Council (available to view by appointment)

What we spend and how we spend it

- Annual report and statement of accounts
- Annual revenue budget estimates
- Actual and variance reports
- Current year's capital programme
- The members' allowances scheme and details of the allowances paid under it to Councillors each year
- Details of council tax bands
- The local rating lists for non-domestic properties in the council's area, as compiled by the valuation officer
- National pay scales
- Election expenses (kept only for the statutory retention period)
- Procurement procedures
- Details of contracts currently being tendered above the EU threshold
- District Auditor's report
- Financial regulations

What our priorities are and how we are doing

- Improvement Plan
- Health, Social Care & Wellbeing Strategy
- Children & Young People's plan

- The Community Safety Partnership Strategic Plan
- Community Strategy
- Economic Regeneration Strategy
- Rhondda, Cynon & Taff-Ely Local Plans
- Major incident plan
- Equality and diversity strategies
- Capital programme
- Best value performance indicators
- Comprehensive performance assessment
- Summaries of results of consultations with the public and other stakeholders

How we make decisions

- Timetable of council meetings
- Agendas, officers' reports, background papers and minutes of council committees etc.

Our policies and procedures

- Policies and procedures for the conduct of council business
- Policies and procedures for the provision of services
- Policies and procedures about the recruitment and employment of staff

Lists and registers

- Register of members' financial and other interests
- Register of gifts and hospitality provided to members
- Planning
- Environmental health
- Highways
- Licensing
- Corporate risk register

The services we offer

- Births, marriages and deaths
- Building control
- Information about byelaws
- Cemeteries and crematoria
- Conservation
- Council archives and museums (including arrangements for access)
- Derelict land
- Education and lifelong learning
- Environmental health

- Support for the community and voluntary sector
- Fire safety
- Grants available to the public
- Health and social care
- Highways
- Housing and council tax benefits
- Job vacancies
- Leisure and recreation
- Libraries
- Licensing
- Newsletters
- Planning (development control and strategic planning)
- Press releases and other contact with the media
- Private sector housing
- Public rights of way in the Council's area
- Public sewers in the Council's area
- Public transport
- Registration eg of food and other businesses
- Services for local businesses
- Street cleansing
- Tourist information
- Trading standards
- Transport planning
- Waste management and recycling

Mae'r ddogfen hon ar gael yn Gymraeg
This document is also available in Welsh