



OAKHAM TOWN COUNCIL

THE LOCAL GOVERNMENT TRANSPARENCY CODE

Document Control	
Version Number	1
Adopted on	08-09-2021
Last Reviewed	21-07-2021
Review Date	21-07-2022

Oakham Town Council
The Local Government Transparency Code, 2014

A brief summary of the Code's requirements

1. The code requires that financial data held and managed by the Town Council should be made available publicly unless there are specific "sensitivities" (e.g. protecting vulnerable people, or commercial and operational considerations), to doing so. The code does not replace or supersede existing legal frameworks (e.g. Freedom of Information Act 2000, as amended).
2. Oakham Town Council's annual budget, which exceeds £200,000 pa. (income), is directly affected by this code. Certain items of specified expenditure (defined in the code) exceeding £500 **must** be published openly, at least quarterly. Other items, again specified in the code, **must** be published annually.
3. The full code can be downloaded the web site (DC&LG).

The Town Council's system for publishing the required information

1. Every single item of expenditure requires the specific, recorded approval of the full Town Council during its monthly meetings, (except August) each year.
2. The full agenda is attached to the legally required Public notice of every meeting, on the Town Notice Boards and the Town Council's web site. A detail schedule of **all** items of expenditure and income is included in the supporting papers for the meetings approval. Once approval is given, the minutes of the meeting are made available on the Town Council's web site, including the paper specifying every item of expenditure and income. Salaries, all of which are well below the limits specified in the Code for more detailed publishing, are listed as one collective amount in accordance with the code's directions (pay multiple's).

Requests for supplementary information

Members of the public are welcome to request additional information upon any item of expenditure by e-mail or by letter to the Clerk of Oakham Town Council. Where information cannot be given, an explanation will be provided as to why, with the response.