

## Local Government Transparency Code 2015 Information

The Local Government Transparency Code 2015 (the Code) came into effect on 1 April 2015. The code is issued by the Secretary of State for Communities and Local Government in exercise of powers under section 2 of the Local Government, Planning and Land Act 1980. The Code replaces any previous codes issued in relation to authorities in England under those powers.

The Code does not replace or supersede the existing framework for access to and re-use of public sector information provided by the:

- Freedom of Information Act 2000 (as amended by the Protection of Freedoms Act 2012)
- Environmental Information Regulations 2004
- Re-use of Public Sector Information Regulations 2005
- Infrastructure for Spatial Information in the European Community Regulations 2009
- Sections 25 and 26 of the Local Audit and Accountability Act 2014 which provides rights for persons to inspect a local authority's accounting records and supporting documentation, and to make copies of them.

Okehampton Town Council meets the definition of a local authority covered by the requirements of the Code, as it is defined as 'a parish council which has gross annual income or expenditure (whichever is higher) exceeding £200,000'.

### Fraud

The code requires that local authorities publish the following information about their counter fraud work:

- Number of occasions they use powers under the Prevention of Social Housing Fraud (Power to Require Information) (England) Regulations 2014, or similar powers
- Total number (absolute and full time equivalent) of employees undertaking investigations and prosecutions of fraud
- Total number (absolute and full time equivalent) of professionally accredited counter fraud specialists
- Total amount spent by the authority on the investigation and prosecution of fraud
- Total number of fraud cases investigated

Okehampton Town Council has no staff members undertaking fraud investigation work and therefore has no information to publish.

### Grants To Voluntary, Community and Social Enterprise Organisations (Annually)

Our grants and awards information can all be found on the [Grants Page](#)  
Details of the grants awarded can be found in the [Town Council Annual Reports](#).

### Local Authority Land (Annually)

Details all land and building assets held by [Okehampton Town Council](#).

### Parking Account

Okehampton Town Council has responsibility for Simmons Park carpark which is owned by Simmons Park Charity. Parking enforcement is managed by West Devon Borough Council. Financial information can be found [within the budget](#).

### Parking Spaces (Annually)

Okehampton Town Council owns 4 parking spaces in Market Street. These are allocated for use by the Mayor, council vehicles and authorised persons in conjunction with leases.

## **Constitution**

Local authorities are already required to make their constitution documents available for inspection at their offices under section 9P of the Local Government Act 2000. Local authorities must also, under the Code, publish their constitution on their website. Okehampton Town Council's constitution is made up of the Standing Orders, Financial Regulations and Internal Financial Controls, and Code of Conduct, which can be found by clicking on the links below.

[Town Council Policy Page](#)

## **Expenditure Exceeding £500 and Procurement Information (Quarterly)**

The Code requires local authorities in England to publish the following:

[Expenditure over £500](#)

Details of every invitation to tender for contracts to provide goods and/or services with a value that exceeds £5,000.

## **Organisational Chart (Annually)**

[Staff Organisational Chart](#) can be found within the Annual Report.

## **Senior Salaries (Annually)**

Local authorities are required to publish, under the Accounts and Audit Regulations 2015, the following information with regard to senior salaries:

- The number of employees whose remuneration in that year was at least £50,000 in brackets of £5,000
- Details of remuneration and job title of certain senior employees whose salary is at least £50,000
- Employees whose salaries are £150,000 or more must also be identified by name.

In addition to this requirement, local authorities must place a link on their website to these published data or place the data itself on their website, together with a list of responsibilities (for example, the services and functions they are responsible for, budget held and number of staff) and details of bonuses and 'benefits-in-kind', for all employees whose salary exceeds £50,000.

Currently, Okehampton Town Council does not have any posts where remuneration is £50,000 or greater.

## **The Town Clerk and Responsible Financial Officer's principal areas of responsibility are:**

- Strategic leadership of the Town Council, working with Members, staff, partners and other tiers of local government to develop a clear vision and long term aims for the Town and the Town Council
- Management of service performance, ensuring targets are achieved and contributing to delivery of corporate priorities within the statutory framework (8 members of staff and 14 elected Councillors)
- Lead work with key partners ensuring delivery of agreed objectives and targets
- Management of contract letting for all capital and revenue contracts and tenders, achieving best value
- Monitoring of all revenue and capital budgets for the Council, working with the Assistant Clerk, to achieve the financial objectives set by the Council.
- Work with officers to identify and develop business opportunities
- Provide advice to the Mayor and Town Councillors on matters of civic protocol, statutory powers and public affairs generally
- Oversee the arrangements of town events, including civic ceremonial events
- Okehampton Town Council does not pay bonuses or benefits in kind to employees