

FREEDOM OF INFORMATION ACT 2000

The following information is available for inspection by appointment, hard copies will be charged at 10p per sheet. (01322 224246)

1. COUNCIL INTERNAL PRACTICE AND PROCEDURES
 - Minutes of Council and committee meetings limited to last 2 years. (Copies of Minutes from January 2003 are available to be viewed at the Council Office upon request).

2. CODE OF CONDUCT
 - Members Declaration of Acceptance of Office
 - Members Register of Interests
 - Register of Members Interests Book
 - Code of Conduct 2007

3. PERIODIC ELECTORAL REVIEW
 - Information relating to the last periodic Electoral Review
 - Information relation to last Boundary Review.

(More information on this matter is available from Dartford Borough Council.)

4. EMPLOYMENT PRACTICE AND PROCEDURES
 - Terms and Conditions of Employment
 - Job descriptions
 - Staffing Structure

5. PLANNING DOCUMENTS
 - Responses to planning applications

Exclusions –Copies of planning consultations, The Development Plan, Structure Plan, Local Plan and Rights of Way/ Footpath maps all of which are available from the Borough and County Council Offices respectively.

6. AUDIT AND ACCOUNTS (All limited to the last financial year)
 - Annual Return
 - Annual Statutory Audit Reports (internal and external)
 - Bank Statements from all accounts
 - Precept Request
 - Vat records
 - Standing Orders and Financial Regulations
 - Assets Register