

## Flintshire County Council's Guide to Readily Accessible Information

### 1. WHO WE ARE AND WHAT WE DO

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact:
<b>Council Constitution</b>	The full Flintshire County Council Constitution	Yes	Legal and Democratic Services 01352 702411
<b>Council Democratic Structure</b>	Overview and Scrutiny Members of the Cabinet Regulatory Functions	Yes	Legal and Democratic Services 01352 702411
<b>Council Directorate Structure</b>	Details of Chief Executive and Chief Officers	Yes	Legal and Democratic Services 01352 702411
<b>Location and opening times of Council properties</b>	A to Z of Council Services	Yes	Corporate Communications 01352 702110
<b>Currently elected Councillors information and contact details</b>	Contact details of County Councillors which can be searched by name or ward.	Yes	Member Services, Democratic Services. 01352 702151
<b>Contact details for all customer-facing departments</b>	Contact details for all customer-facing departments	Yes	Corporate Communications 01352 702110
<b>Most recent election results</b>		Yes	Elections Office 01352 702329
<b>Relationships with other Authorities</b>	Relationships with other Authorities	As detailed in Appendix 1 of this guide	Information Governance 01352 702800

## 2. WHAT WE SPEND AND HOW WE SPEND IT

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact:
<b>Financial statements, budgets and variance reports</b>	Financial Statements (Annual Accounts)	Yes	Finance 01352 702207
	Revenue Budget (General Fund and Housing Revenue Account)	Yes	Finance 01352 702287
	Capital Budget	Yes	Finance 01352 702207
<b>Capital Programme</b>	Capital Programme	Yes	Finance 01352 702207
<b>Spending reviews</b>	Medium Term Financial Strategy	No	Finance 01352 702289
<b>Financial audit reports</b>	Financial audit reports	No	Finance 01352 702248
<b>Members Allowances' Scheme</b>	Members Allowance Scheme document	Yes	Any local government elector for Flintshire can arrange an appointment to inspect the records of payments of allowances by contacting Member Services, Democratic Services on 01352 702151.
<b>Staff allowances and expenses</b>	Staff allowances and expenses	No	Human Resources 01352 702060
<b>Pay and grading structure</b>	Pay and grading structure	No	

## 2. WHAT WE SPEND AND HOW WE SPEND IT

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Election Expenses</b>	Returns and declarations relating to elections expenses	Yes	Election expenses available for inspection in person. Please contact Elections Office on 01352 702329
<b>Procurement Procedures</b>	In house procedures	No	Procurement Team 01352 701814 Email: <a href="mailto:procurement@flintshire.gov.uk">procurement@flintshire.gov.uk</a>
<b>Details of contracts currently being tendered</b>	Details of contracts currently being tendered	No	Procurement Team 01352 701814 Email <a href="mailto:procurement@flintshire.gov.uk">procurement@flintshire.gov.uk</a>
<b>Lists of contracts awarded and values</b>	List of contracts awarded and values	No	Procurement Team 01352 701814 Email <a href="mailto:procurement@flintshire.gov.uk">procurement@flintshire.gov.uk</a>
<b>District Auditors Report</b>	External auditors report	No	Finance 01352 702207
<b>Financial statements for projects and events</b>	Financial statements for projects and specific events	No	Finance 01352 702287
<b>Internal Financial Regulations</b>	Financial Procedure Rules (Part 4 of the Constitution)	Yes	Democratic Services 01352 702411
	Contract Procedure Rules (Part 4 of the Constitution)	Yes	
<b>Funding for partnership arrangements</b>	TAITH. A transportation development programme led by FCC involving 6 North Wales local authorities	No	Taith Contact Officer, Flintshire County Council 01352 704545 Taith Office – 01352 704566

### 3. WHAT OUR PRIORITIES ARE AND HOW WE ARE DOING

Description of Information Provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Annual Reports</b>	Annual Performance	Yes	Policy and Performance Office 01352 702744
	Annual BSi reports Reports on Quality Assurance	No	Environment 01352 703169
<b>Strategies and business plans for services</b>	Local Housing Strategy	Yes	Housing 01352
	Elections Business Plan	No	Elections Office 01352 702329
	Unitary Development Plan	Yes	Planning Policy 01352 703212
<b>Best Value Local Performance Plan</b>	Improvement Agreement with the Welsh Assembly Government 2011	Yes	Policy and Performance Office 01352 702744
<b>Internal and external organisation performance reviews</b>	Annual Performance Report Summary	Yes	Policy and Performance Office 01352 702744
<b>Strategies developed in partnership with other Authorities</b>	Community Safety Strategy	Yes	Contact for hard copy is Community Safety 01352 702132
	Local Housing Strategy	Yes	Housing 01352 703824
	Economic Development Strategy and Review	Yes	Economic Development 01352 702137

### 3. WHAT OUR PRIORITIES ARE AND HOW WE ARE DOING

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Forward Plan</b>	Cabinet forward work plan	No	Committee Services 01352 702345
<b>Capital Strategy</b>	Capital Strategy.	No	Finance 01352 702207
<b>Performance Indicators</b>	Regulatory Plan	No	Policy and Performance Office 01352 702744
<b>District Auditor's report on the performance plan and PIs</b>	Relationship Managers Annual Letter	No	Policy and Performance Office 01352 702744
	Town centre health checks study	No	Economic development 01352 702137
<b>Inspection reports</b>	Annual Performance Report	Yes	Policy and Performance Office 01352 702744
	Annual Letter	No	
	Outturn Performance Indicator	Yes	
	Improvement Plan	Yes	
	Table of targets	Yes	
	Adult Social Services are Inspected by the Social Services Inspectorate for Wales	No	Contact CSSIW Telephone 01352 707900 <a href="mailto:CSSIW.north@wales.gi.gov.uk">CSSIW.north@wales.gi.gov.uk</a>

### 3. WHAT OUR PRIORITIES ARE AND HOW WE ARE DOING

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Inspection Reports</b>	Inspection of schools are carried out by Estyn	No	Contact Estyn - 029 20446446 <a href="http://www.estyn.gov.uk">www.estyn.gov.uk</a>
<b>Statistical information produced in accordance with the Council's and departmental requirements</b>	Statistical information produced in accordance with the Council's and departmental requirements	No	Policy and Performance Office 01352 702744
<b>Impact assessments</b>	Environmental impact assessments	No	Environment Reception - 01352 703228
<b>Service standards</b>	Customer Care Charter	Yes	Customer Services Team 01352 703020
	Customer Care Policy and Standards	Yes	
	Social Services for Adults	No	Social Services for Adults 01352 701309
	Planning Enforcement	Yes	Planning Enforcement - 01352 703258
	Planning Performance Statistics	Yes	Planning Services – 01352 703020
	Countryside Service	Yes	Wepre Park – 01244 814931
	Major Works Agreement – Tenant Guide	No	Housing – 01352 701691
<b>Public service agreements</b>	Improvement Agreement	No	Policy and Performance Office 01352 702744

#### 4. HOW WE MAKE DECISIONS

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Timetable of Council Meetings</b>	Details of meetings by committee	Yes	Committee Services - 01352 702345
<b>Agendas, officers' reports, background papers and minutes of council, cabinet, committees and sub-committee meetings.</b>	Agendas, officers' reports, background papers and minutes	Yes	Committee Services - 01352 702345
<b>Major Policy proposals and decisions</b>	Unitary Development Plan	Yes	Planning Policy - 01352 703212
<b>Facts and analyses of facts considered when framing major policies</b>	Good Health Good Care Strategy	Yes	Social Services for Adults 01352 701309
	Unitary Development Plan	Yes	Planning Policy - 01352 703212
<b>Public consultations</b>	Information about specific Public Consultations	Yes	Corporate Communications 01352 702110
	Unitary Development Plan	Yes	Planning Policy - 01352 703212
<b>Criteria used for decision-making internal instructions, manuals and guidelines</b>	Part 2 of the Constitution. Article 17 The Decision Making Process	Yes	Legal and Democratic Services 01352 702411

## 5. OUR POLICIES AND PROCEDURES

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
	Customer Care Charter Customer Care Policy and Standards	Yes	Customer Services Team - 01352 703020
	Information and Advice about handling Data Protection and Freedom of Information requests	Yes	Information Governance 01352 702800
	Planning Service and Performance	No	Planning Services Officer 01352 703258
	Planning Enforcement	Yes	Planning Enforcement - 01352 703258
	Empty Homes Scheme	Yes	Environmental Health - 01352 703398
	Local Planning Guidance Notes	Yes	Environment Reception - 01352 703228
	Flintshire Local Transport Plan	Yes	Highways Policy - 01352 703296
<b>Policies and procedures about recruitment and employments of staff</b>	Policies and procedures about the recruitment and employment of staff	No	Human Resources – 01352 702060
<b>Customer Services</b>	Customer Care Charter Ombudsman Complaints Procedure	Yes	Customer Services Team - 01352 703020
	Customer Care Policy and Standards	Yes	



## 5. OUR POLICIES AND PROCEDURES

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Customer Services</b>	Complaints Procedures for requests for information	Yes	Information Governance - 01352 702800
<b>Records management and personal data policies</b>	Data Protection Act	Yes	Information Governance - 01352 702800
	Information Security Policy	No	Governance - 01352 702802
	Disposal Policy	No	Information Governance - 01352 702800
	Archive Policy	No	Archives - 01244 532364
<b>Charging regimes and policies</b>	Burial fees, information about cemeteries and memorials and the usage of chapels	Yes	Environment – 01352 703360 / 703361 / 703362
	Paying for Adult Social Care	Yes	Adult Duty Team, Community Services – 01352 702642
	Planning Application Fees	Yes	
	High Hedges	Yes	Environment Reception 01352 703228
	Location plans and block plans of Flintshire and the UK can be supplied. These are standard maps required for building applications	Yes	Mapping – General Enquiries Environment – 01352 703244
<b>Information Sharing Protocols</b>			Information Governance - 01352 702800

## 5. OUR POLICIES AND PROCEDURES

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
	Record Office Service	<p>Free access is available to original records or copies of records at Flintshire Record Office.</p> <p>Most records are available for general access but a few are closed in whole or in part because information in them is exempt information under the FOI Act or the Environmental Information Regulations. Closures are usually indicated in our catalogue and will be reviewed on request. There is no charge for this review.</p> <p>Flintshire Record Office will charge for providing research or other professional services for any class of information it may hold at a rate of £25 per hour or any part of an hour.</p> <p>Charges are made for copies of documents. For a full list of charges follow the link below.* Where it is not possible to provide photocopies (for example due to the fragile condition of a document) the full cost of providing an alternative means of providing information may be charged (for example engaging specialist services or digital photography).</p> <p>Requests for research into or review of closed records should be submitted as a Freedom of Information request.</p>	Records Office - 01244 532364

## 6. LISTS AND REGISTERS

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Public registers and registers held as public records</b>	Public registers and registers held as public records	A list of registers is available as Appendix 2 to this Guide	Information Governance - 01352 702800
<b>Asset registers and information asset register</b>	Corporate Asset Register – (Building and property assets register held in housing)	No	Environment 01352 703151
	Accounts Summary Asset Register (Finance). Financial information relating to buildings and property, infrastructure, community assets and plant and equipment.	No	Finance 01352 702207
	Information Asset Register	No	Information Governance - 01352 702800
<b>Register of Councillors' interests</b>	Register of Councillors' interests	No	Available for inspection at County Hall. Please contact Committee Services Office, Democratic Services -01352 702350
<b>Register of gifts and hospitality</b>	Register of gifts and hospitality	No	
<b>Highways, licensing, planning, footpaths</b>	A list of registers is available as Appendix 2 to this Guide.	No	Information Governance 01352 702800

## 6. LISTS AND REGISTERS

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Commons</b>	Register of Common Land and Town or Village Greens	No	Available for inspection at County Hall, Mold - 01352 702313
<b>Register of electors</b>	Information about the Register of Electors and how to register to vote.	Yes	<p>The full register can be inspected under supervision by contacting the Elections Office, Democratic Services - 01352 702329</p> <p>An edited version can be purchased by contacting the above telephone number.</p>

## 7. SERVICES PROVIDED BY THE COUNCIL

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Regulatory and Licensing responsibilities</b>	Regulatory and Licensing responsibilities	Yes	Contact relevant service area by telephone or Switchboard on 01352 752121
<b>Services for local businesses</b>	Services for local businesses	Yes	
<b>Services for other organisations</b>	Services for other organisations	Yes	
<b>Services for members of the public</b>	Services for members of the public	Yes	
<b>Services for which the Council is entitled to recover a fee and those fees</b>	Mapping Charges	Yes	Mapping – General Enquiries, Environment - 01352 703244
	Planning	Yes	Planning Reception, Environment - 01352 703228
	Licensing services	Yes	Health, Safety and Licensing, Environment 01352 703030
	Commercial and Domestic Drainage	Yes	Engineering Services 01352 704717

## 7. SERVICES PROVIDED BY THE COUNCIL

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Services for which the Council is entitled to recover a fee and those fees</b>	Concessionary Travel	Yes	Transportation - 01352 704535
	Car Park Fines	Yes	Highways - 01352 704637
	Building Regulations	Yes	Building Control 01352 703418 or 703647
	Land Charges	Yes	Environment - 01352 702335
	Highway Searches	No	Highways 01352 704616
	High Hedge Complaints	Yes	Environment and Conservation, 01352 703264
	Road Safety Unit	Yes	Highways - 01352 704526
	Midas (Road Safety Unit)	No	Highways - 01352 718037
	Drop kerbs	Yes	Highways - 01352 704634

## 7. SERVICES PROVIDED BY THE COUNCIL

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
<b>Services for which the Council is entitled to recover a fee and those fees</b>	Private road markings	No	Highways - 01352 704639
	Burial Fees – Charges levied for Burials in FC Cemeteries	Yes	Environment – 01352 703360 / 703361 / 703362
<b>Information for visitors to the area, leisure information, events, museums, libraries and archive collections</b>	Arts and entertainment, Extra – curricular activities, Fitness, Libraries, Local history and heritage, Museum and galleries Records and Archives, Sports clubs and centres, Tourism and travel	Yes	Contact switchboard on telephone 01352 752121
	Your community Your Council newsletter	Search 'Newsletter'	Corporate Communications 01352 702110
	A to Z of Council Services	Available on the homepage	
	Your Councillor	Yes	
	Social Services for Adults information leaflets under different sections: Public information, Carers information, Learning Disability information	Yes	Adult Duty Team, Community Services - 01352 702642
	Council Tax Leaflet	Yes	Council Tax Customer Services - 01352 704848

## 7. SERVICES PROVIDED BY THE COUNCIL

Description of information provided	List of specific information provided	Available on the Flintshire Website	For paper or other formats please contact
	Business Rates Leaflet	Yes	Council Tax – 01352 704848
	Various Housing and Council Tax Benefits Forms/Leaflets	No	Environment – 01352 703360 / 703361 / 703362
	Cemeteries information (including opening times and charges)	No	
	Neighbourhood Wardens Services	No	Environment Connah's Quay 01352 701190
	Nuisance and Anti Social Behaviour (report incidents)	No	Holywell 01352 701750 Mold 01352 701500
	Be a good neighbour – ideas on how to avoid possible annoyance to your neighbour	No	
	Road Safety	Yes	Road Safety - 01352 704526
	Highways – Strategies and Policies including the Local Transport Plan.	Yes	Highways Strategy Team - 01352 703296
	Public Transport	Yes	Public Transport Unit 01352 704035
	Planning Services Division – Information about all aspects of the planning process in downloadable document form	Yes	Planning Services - 01352 703234



## 7. SERVICES PROVIDED BY THE COUNCIL

Description of information provided	List of specific information provided	Available on the Flintshire website	For paper or other formats please contact
	Building Control	Yes	Building Control - 01352 703631
	Planning Policy, Unitary Development Plan and Development Plan Framework	Yes	Planning Policy Team - 01352 703212
	Flintshire Countryside Service	Yes	Flintshire Countryside Service 01244 814931
	Building Control	Yes	Building Control – 01352 703631
	Environmental Health – including Empty Homes scheme, Food safety, Pollution Control, Water Quality.	Yes	Public Protection Division 01352 703440
	Health and Safety. Includes food safety	Yes	Public Protection - 01352 703381
	Licensing	Yes	Telephone 01352 703030
	Pollution Control	Yes	Telephone 01352 703330
	Trading Standards	Yes	For consumer advice, telephone 0845 793181 To contact Flintshire Trading Standards telephone 01352 703181
	Regeneration Division Flintshire Economic Development Strategy, Flintshire Town Centre Health Checks Study	Yes	Telephone 01352 703221

## 7. SERVICES PROVIDED BY THE COUNCIL

Description of information provided	List of specific information provided	Available on the Flintshire website	For paper or other formats please contact
<b>Advice and guidance</b>	Advice and guidance	Yes	Flintshire County Council switchboard on telephone 01352 752121 and ask for service.
<b>Media Releases</b>	Press releases issued on a weekly/daily basis.	This can be found on the homepage or by searching 'News'.	Corporate Communications 01352 702110
<b>Election Information</b>	Background and details of when elections are to be held	Yes	Elections Office, Democratic Services 01352 702329

## **RELATIONSHIPS WITH OTHER AUTHORITIES**

The following relationships are explained in the Appendix

1. Emergency Duty Team – Social Services
2. Arrive Alive
3. Deeside Shuttle
4. Emergency Planning Services
5. Empty Homes Scheme
6. Flintshire Local Access Forum
7. Monitoring Officer
8. North Wales Fire and Rescue Authority
9. North Wales Police
10. Registrar of Births, Deaths and Marriages
11. Returning Officer
12. STEAM
13. TAITH
14. Town and Community Councils

### **1. North East Wales Emergency Duty Team**

The telephone number to contact the Social Services and the Health Authority out of normal office hours is 0845 0533116

### **2. Arrive Alive**

Arrive Alive was launched by the North Wales Road Casualty Reduction Partnership at Ysbyty Glan Clwyd in October 2001. The aim of the campaign is to make the roads of North Wales safer by encouraging people to keep within the speed limits, reducing collisions and, consequently, reducing the number of people killed and injured. Arrive Alive is a partnership involving all 6 North Wales local authorities, Crown Prosecution Service, Her Majesty's Courts Service, National Public Health Service for Wales, Welsh Assembly Government and North Wales Police.

Arrive Alive, PO Box 66, Flint, CH8 8YA. Telephone 01352 704630

### **3. Deeside Shuttle**

The Deeside Shuttle is a new commuter service designed to get you to and from work quickly and comfortable with the added flexibility of a pick up where you want, when you want. The service cuts out the hassle of getting to work, allowing you to arrive at work on time and in the right frame of mind.

If you live in Flint, Connah's Quay, Shotton, Queensferry, Mancot or Sandycroft and work in Deeside Industrial Park, the Deeside Shuttle can pick you up from, or near your home and take you to work.

Telephone 08708 505155

#### **4. Emergency Planning Services**

Emergency Planning Services are provided as part of a multi-agency approach. Further details available under Emergency Planning under A-Z of services on the Flintshire County Council website. For paper or other formats contact the Emergency Planning Team on 01352 702124.

#### **5. Empty Homes Scheme**

The empty homes scheme is part of a national strategy funded by the Welsh Assembly Government to renovate problematic vacant properties. The scheme is a partnership between Flintshire County Council, the owner and Clwyd Alyn Housing Association. Upon completion, of a project, the council has nomination rights for a set number of years ensuring that families on the housing waiting list are given priority. For further information please contact: Environment and Resources Division, Flintshire County Council, County Hall, Mold. Telephone 01352 703398.

#### **6. Flintshire Local Access Forum**

This is a statutory consultative body established under the Countryside and Rights of Way Act 2000. Whilst Flintshire County Council is the appointing authority it is independent of Flintshire. For more information telephone 01352 702404 or write to Legal Services, Flintshire County Council, County Hall, Mold CH7 6NR.

#### **7. Monitoring Officer**

By virtue of the Local Government & Housing Act 1989 Flintshire and similar Councils are required to have a Monitoring Officer. This officer is under a duty to present a report to the County Council if it appears to him likely:-

- A) The Council would contravene the law
- B) The Council would cause maladministration or injustice

The Monitoring Officer also has duties in relation to Members of the Flintshire County Council and members of Town and Community Councils in relation to compliance with the Members' Code of Conduct that such Councils have adopted. Flintshire's Monitoring Officer may be contacted on 01352 702411 or in writing to County Hall, Mold, Flintshire CH7 6NR

#### **8. North Wales Fire and Rescue Authority**

There is a direct link to their website from the front page of the FCC web page, under "Relationships with other authorities".

#### Contact Details

Ffordd Salesbury, St Asaph Business Park, St Asaph, LL17 0JJ

Telephone: 01745 535250

Web: [www.nwales-fireservice.org.uk](http://www.nwales-fireservice.org.uk)

## 9. North Wales Police

There is a direct link to their website from the front page of the FCC web page, under “Relationships with other authorities”.

### Contact Details

North Wales Police HQ  
Glan y Don  
Abergele Road  
Colwyn Bay  
LL29 8AW

Telephone: 0845 607 1002

Web: [www.north-wales.police.uk](http://www.north-wales.police.uk)

## 10. Registration of Births, Deaths and Marriages

Service Description: All general enquiries relating to the registration of births, deaths and marriages in Flintshire, including requests for copy birth, death and marriage certificates from the archives.

The Flintshire Registration Service also conducts celebratory services including reaffirmation of marriage vows and naming ceremonies.

The Service operates an appointments system, you must telephone between opening hours to arrange an appointment.

**Opening Times:** The Register Office, Llwynegrin Hall: Monday – Friday 0930 until 3:30 except for Thursday when the office is open between 09:30 & 12:30 only.

Further information is also available on the Flintshire County Council website, or you can contact: The Register Office, Llwynegrin Hall, Mold, CH7 6NR. Telephone 01352 703333.

## 11. Returning Officer

The Returning Officer is responsible for the conduct of elections for which he or she is the Returning Officer. For elections held in Flintshire it is Mr Colin Everett, the Council’s Chief Executive and he may be contacted at 01352 702101 or by writing to him at County Hall, Mold, Flintshire, CH7 6NB

## 12. STEAM

The North Wales STEAM initiative (Scarborough Tourism Economic Activity Monitor) is a partnership of all North Wales Local Authorities and Tourism Partnership North Wales. Wrexham County Borough Council leads the initiative on behalf of the partnership, which was established in 1999. STEAM initiative records the volume and value within each County, marketing area and on a pan North Wales basis. Based on basic tourism business

information, STEAM records visitor numbers, visitors days, expenditure, bednights and employment STEAM is dependent upon the support and co-operation of tourism businesses, both accommodation and attractions. Currently over 500 businesses across North Wales actively participate in STEAM. For further information please contact Economic Development at Wrexham County Borough Council on 01978 292489

### **13. TAITH**

Taith is the joint board of the six county authorities in North Wales working together to deliver substantial and significant improvements to public transport across the region. Contact Taith management team. Taith Office, Flint Station, Market Square, Flint. CH6 5NW

Tel: 01352 704566

### **14. Town and Community Councils**

Details are available on FCC website.

If you do not have access to the website please telephone Member Services on 01352 702151.

**LISTS AND REGISTERS**

Name of register or list	Available on the Web?	Can be inspected at:	Contact Number to arrange appointment to inspect.
Grants Register	No	County Hall, Mold	01352 702207
Accounts Summary Asset Register (Finance). Financial information relating to buildings and property, infrastructure, community assets and plant and equipment)	No	County Hall, Mold	01352 702207
Register of Food Premises	No	County Hall, Mold	01352 703386
Register of Private Water Supplies in the County	No	County Hall, Mold	01352 703407
Register of Health and Safety at Work Act (under the Environment and Safety Act 1988)	No	County Hall, Mold	01352 703381
Register of Initial Notices under Building Control submitted by Approved Inspectors	No	County Hall, Mold	01352 703418
Register of Adopted Highways	No	County Hall, Mold	01352 704615
Definitive Map Public Rights of Way	Yes	County Hall, Mold	01352 704622

Name of register or list	Available on the Web?	Can be inspected at:	Contact number to arrange appointment to inspect.
Register of Planning Applications	Yes	County Hall, Mold	01352 703228
Register of Planning Enforcement Notices	No	County Hall, Mold	01352 703228
Register of Persons Licensed to store explosives	No	County Hall, Mold	01352 703181
Lists of sellers of poisons	No	County Hall, Mold	01352 703181
Register of Burials	No	County Offices, Flint	01352 703360 / 703361
Public Sewer Maps	No	County Hall, Mold	01352 704733
Statutory Register of Common Land and Town or village greens	No	County Hall, Mold	01352 702313



## Environmental Information required by Regulation 4 of the Environmental Information Regulations 2004

a) Texts of international treaties, conventions or agreements, and of Community, national, regional or local legislation, on the environment or relating to it;

The following websites contain relevant legislation in this area:-

- Europa's EUR-Lex database - <http://eur-lex.europa.eu/en/index.htm> - for texts published in the *Official Journal* and legislation, treaties, case-law and legislative proposals from the European Union
- The Office of Public Sector Information (OPSI) - <http://www.opsi.gov.uk/> - for Acts, Statutory Instruments, etc.
- UK Parliament - <http://www.parliament.uk/> - for Bills, Parliamentary Questions Written Ministerial Statements etc.
- The Welsh Assembly Government (WAG) - <http://wales.gov.uk/?lang=en> – for Assembly Measures, Legislative Competence Orders and the rest of the WAG's legislative programme
- The Scottish Parliament - <http://www.scottish.parliament.uk/> - for parliamentary business, bills etc.
- The Northern Ireland Executive - <http://www.northernireland.gov.uk/> - for the business of the Northern Ireland Executive
- The United Nations - <http://treaties.un.org/Pages/Home.aspx?lang=en> - for treaties and international agreements entered into by Members of the United Nations
- The FCO - <http://www.fco.gov.uk/en/about-the-fco/publications/treaties/treatylinks> - for links to treaties

b) Policies, plans and programmes relating to the environment;

Environmental policies are contained in sections 3 and 5 earlier in this guide.

c) National and where appropriate regional or local reports on the state of the environment.

The Environment Agency publishes reports for the various regions and this is available at <http://www.environment-agency.gov.uk/regions/southern/1168940/>

d) Data or summaries of data derived from the monitoring of activities affecting, or likely to affect, the environment;

- Variety of marine data collected by CEFAS - <http://www.cefasc.co.uk/data.aspx>
- National Atmospheric Emissions Inventory - <http://www.naei.org.uk/>
- National Air Quality Information Archive - <http://www.airquality.co.uk/archive/index.php>
- e) Authorisations with a significant impact on the environment and environmental agreements or a reference to the place where such information can be requested or found in the framework of Article 3;
- This Defra website discusses the environmental permitting programme <http://www.defra.gov.uk/environmental/epp/index.htm>
- UK Biodiversity Partnership – <http://www.ukbap.org.uk/GenPageText.aspx?id=3>