

Reuse of Public Sector Information Regulations 2005
INFORMATION ASSET REGISTER

This asset register uses the Freedom of Information PUBLICATION SCHEME classes

- 1 Who we are and what we do**
Organisational information, structures, locations and contacts

- 2 What we spend and how we spend it**
Financial information about projected and actual income and expenditure, procurement, contracts and financial audit

- 3 What our priorities are and how we are doing**
Strategies and plans, performance indicators, audits, inspections and reviews

- 4 How we make decisions**
Decision-making processes and records of decisions

- 5 Our policies and procedures**
Current written protocols, policies and procedures for delivering our services and responsibilities

- 6 Lists and registers**
*Public registers, asset registers, electoral register, members' interests, gifts and hospitality
Highways, licensing, planning, etc*

- 7 Services provided by the council**
Information about the services the council provides including leaflets, guidance and newsletters

Detailed information on the expected content of local authority publication schemes is available at

http://www.ico.gov.uk/what_we_cover/freedom_of_information/publication_schemes/

in [Definition document for the Model Publication Scheme for principal local authorities](#)

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Notes

1. Information Assets are shown as = Y where the Document Name is highlighted in **YELLOW**

2. All Information Assets are in FOI Publication Scheme class and subclass order:
see column "Publication Scheme Info Class Primary Key"

3. Services key *includes*

Central	<i>Accountancy, purchasing, information and communications technology, legal advice to council, legal administration, property</i>
Communications	<i>Personnel, training, elected member development, elections, committee services, land charges, strategic performance, customer services</i>
Regulatory	<i>Planning, enforcement, development control, building control, environmental health, licensing, waste management</i>
Communities	<i>Economic and community development, housing, arts, leisure, council tax, business rates, benefits, council house rents, environmental maintenance, planning policy</i>

4. 'LGCS' is the Local Government Classification Scheme reference

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Info Asset = Y

Pub Scheme Info Class Key	Service	Document Name	Type of information eg: advice leaflets, booklets, registers.	Subject of information eg: pest control, noise, council tax, elections, etc	Format of information eg: Paper, Electronic, Both	If available on Internet, is it downloadable?	Release of information eg: Now, Not Yet	Large print? Other Languages?	LGCS Key 2.03 version
3	Communities	Melton Market Development Study 2003	Study		Both	Yes	Now		339
3	Communities	Melton Urban Housing Potential Study	Study	Assessment of hsg sites	Both		Now		490
3	Communities	Melton Retail Study	Study	Assessment of Retail in the Borough	Both		Now		339
3	Communities	Residential Land Availability	Survey	Assesment of land	Both		Now		336
3	Communities	Melton Mowbray Town Centre Car Parking Strategy	Report	Local development	Both	Yes	Now		339
4	Communities	Housing Needs Survey 2004	Survey		Both		Now		482
4	Communities	Housing Needs Survey Update 2006	Survey		Both		Now		482
4	Communities	Adopted Local Plan	Book	Written statement	Both	Yes	Now		336
4	Communities	Proposals Map	Leaflet	Map	Paper		Now		336
4	Communities	A4 Inset Plan	Leaflet	Map	Paper		Now		336
4	Communities	A3 Inset Plan	Leaflet	Map	Paper		Now		336
4	Communities	Single Local Plan Chapter (text)	Leaflet	Chapter info	Paper		Now		336

4	Communities	Agricultural Quality of Land in Melton Borough	Report	Agricultural land	Both	Yes	Now		803
4	Communities	Melton Affordable Housing SPD (Draft)	Report	Housing	Both	Yes	Now		482/800
4	Communities	Melton Borough Landscape & Historic & Urban Character Assessment	Report	Landscape, heritage	Both	Yes	Now		799
4	Communities	Melton Climate Change Strategy	Report	Climate change	Both	Yes	Now		811/803
4	Communities	Melton Core Strategy (Issues & Options) DPD	Report		Both	Yes	Now		801
4	Communities	Melton Core Strategy (Issues & Options) Sustainability Appraisal Initial Report	Report		Both	Yes	Now		801
4	Communities	Melton Core Strategy (Issues & Options) Statement of consultation	Report		Both	Yes	Now		801
4	Communities	Melton Core Strategy (Preferred Options) DPD	Report		Both	Yes	Now		801
4	Communities	Melton Core Strategy (Preferred Options) DPD Sustainability Appraisal & Technical Appendix	Report		Both	Yes	Now		801

4	Communities	Melton Employment Land Study 2007	Report	Local development	Both	Yes	Now		798
4	Communities	Melton Local Development Framework - Identify Areas of Separation Criteria & Evidence	Report	Local development	Both	Yes	Now		801
4	Communities	Melton Local Development Framework - Sustainability Appraisal Baseline & Scoping Study	Report	Local development	Both	Yes	Now		801
4	Communities	Melton Local Development scheme	Report	Local development	Both	Yes	Now		801
4	Communities	Melton Open Spaces Sport & Recreation Study 2006	Study	Land use, recreation	Both	Yes	Now		705
4	Communities	Strategic Flood Risk of the Melton Borough	Study	Land use, local development	Both	Yes	Now		803
6	Regulatory	Listed buildings	Register	All listed buildings in borough	Paper		Now		799
7	Regulatory	Listed buildings	Leaflet	Guide, general advice	Both	Yes	Now		799
7	Regulatory	Historic building grants	Leaflet	Guidance app notes	Both	Yes	Now		799
7	Regulatory	Barsby Conservation Area grants	Leaflet		Paper		Now		799
7	Regulatory	Pickwell Conservation Area grants	Leaflet		Paper		Now		799

7	Regulatory	Revised Parking Standards	Leaflet	Guide, general advice	Paper		Now		800
7	Regulatory	Conservation Areas	Leaflet	Guide, general advice	Both	Yes	Now		799
7	Regulatory	Design of a House Extension	Leaflet	Guide, general advice	Both	Yes	Now		800
7	Regulatory	Conservation of Traditional Farm Bldg	Leaflet	Guide, general advice	Both	Yes	Now		800
7	Regulatory	Siting & Design of Agric Bldgs	Leaflet	Guide, general advice	Both	Yes	Now		800
7	Regulatory	Design of Shop Fronts in Melton	Leaflet	Guide, general advice	Both	Yes	Now		794
7	Regulatory	Landscaping of Major New Developments	Leaflet	Guide, general advice	Paper		Now		794
7	Regulatory	Trees in Small Gardens	Leaflet	Guide, general advice	Both	Yes	Now		794
7	Regulatory	Stable & Equestrian Dev in the Countryside	Leaflet	Guide, general advice	Both	Yes	Now		794
7	Regulatory	Business from the Home	Leaflet	Guide, general advice	Both	Yes	Now		794
7	Regulatory	Shop Fronts Security	Leaflet	Guide, general advice	Both	Yes	Now		794