



Sandgate Parish Council

Publication Scheme

Adopted by the Council: 18 May 2026

This model publication scheme has been prepared and approved by the Information Commissioner. It may be adopted without modification by any public authority without further approval and will remain valid until further notice.

This publication scheme commits the authority to making information available to the public as part of its normal business activities. The information covered is included within the classes of information listed below, where such information is held by the authority.

Additional guidance relating to these classes of information is available within sector-specific guidance manuals issued by the Information Commissioner.

The Scheme Commits the Authority To:

- **Proactively publish, or otherwise make routinely available, information — including environmental information — held by the authority and falling within the classifications below.**

- **Specify the information held by the authority that falls within these classifications.**
- **Publish or otherwise make routinely available information in accordance with the statements contained within this scheme.**
- **Produce and publish the methods by which specific information is routinely made available, ensuring it can be easily identified and accessed by members of the public.**
- **Review and update, on a regular basis, the information made available under this scheme.**