



Dun Laoghaire Rathdown Publication Scheme under Freedom of Information Act, 2014.

Introduction:

Dun Laoghaire Rathdown County Council has prepared and published a Publication Scheme concerning the information of the Council in conformity with a Model and Guidelines made by the Minister for Public Expenditure and Reform under Section 8 of the Freedom of Information Act, 2014.

The Scheme comes into effect on the 14th April, 2016.

Purpose of Scheme:

The Scheme is designed to facilitate the provision of information to the greatest extent possible, except for information exempted under the Act and, in preparing, reviewing or revising a Publication Scheme, Dun Laoghaire Rathdown County Council shall have regard to the public interest in:

- (a) allowing public access to information held by Dun Laoghaire Rathdown County Council;
- (b) the publication of reasons for decisions made by Dun Laoghaire Rathdown County Council;
- (c) publishing information of relevance or interest to the general public in relation to its activities and functions generally.

Scheme Format and Access:

The Scheme is web based with links from it to information under six headings as set out below which will be updated as provided for under the Act.

Six Information Sets:

Information will be provided under the following six headings:

- A. Information about Dun Laoghaire Rathdown County Council
- B. Functions and public services provided or to be provided
- C. Decision-making procedures
- D. Financial information
- E. Procurement
- F. Information routinely published and miscellaneous

A. Information about Dun Laoghaire Rathdown County Council

Who we are and what we do, organisational information, structures, locations and contacts.

1. Establishment of organisation – <http://www.dlrcoco.ie/aboutus/>
2. [Roles](#)
3. [Responsibilities](#)
4. [Functions](#)
5. Governance arrangements Your Local Councillors
: <http://ecouncil.dlrcoco.ie:9071/mgMemberIndex.aspx?bcr=1>
6. Management arrangements <http://www.dlrcoco.ie/aboutus/councildepartments/>
7. Corporate Plans and Strategies, Corporate Plan
<http://www.dlrcoco.ie/media/media.5157,en.pdf>
8. Annual Report <http://www.dlrcoco.ie/aboutus/councildepartments/corporateservices/communicationsoffice/annualreports/>
9. Organisation Structure [Organisation Structure : : Dun Laoghaire Rathdown County Council](#)
10. [Pay/Grading Structures](#)
11. Locations and contact details for the organisation <http://www.dlrcoco.ie/aboutus/>
12. Links to agencies/other bodies under Dun Laoghaire Rathdown County Council's remit
13. Details of Service Level Agreements / Memoranda of Understanding
 - Dun Laoghaire Rathdown County Council has a SLA with Irish Water in relation to the provision of water and waste water services. This SLA is provided for in the Water Services (no 2) Act, 2013, and facilitates the local provision of water and waste water services in partnership with Irish Water.
 - Dun Laoghaire Rathdown County Council has a SLA with Enterprise Ireland in relation to the provision of the Local Enterprise Office. This SLA is provided for in the County Enterprise Boards (Dissolution) Act 2014 and provide services under four headings: Business Information and Advisory Services;

Enterprise Support Services;Entrepreneurship Support Services, and Local Enterprise Development Services.

14.

Customer Charters <http://www.dlrcoco.ie/aboutus/publicationsandleaflets/customerserviceplan/customercharter/>

15. [Codes of Practice or Guidelines](#)

B. Services Provided or to be provided to the Public

The services we offer details of functions and services that Dun Laoghaire Rathdown County Council provides and the decision making process.

<http://www.dlrcoco.ie/a-zofservices/>

1. Review or appeal rights relating to such services–
<http://www.dlrcoco.ie/aboutus/publicationsandleaflets/customerserviceplan/>

<http://www.dlrcoco.ie/aboutus/publicationsandleaflets/customerserviceplan/freedomofinformation-dataprotection/>

2. Research projects undertaken in respect of these functions / services

C. Decision Making process for major policy proposals

How we make decisions on policies: Decision Making processes and records of decisions

In this section FOI bodies provide details of:

1. Major policy proposals including any public consultation exercises –
<https://dlrcoco.citizenspace.com/>
2. Background information relating to major policy proposals and decisions -
<https://dlrcoco.citizenspace.com/>
3. Reports on the operation of public services by Dun Laoghaire Rathdown County Council http://www.dlrcoco.ie/media/media_12374_en.pdf
4. Expenditure reviews
5. Policy assessments

D. Financial Information

What we spend: Financial information relating to income and expenditure

FOI bodies provide the following information in this section:

1. Financial statements–
<http://www.dlrcoco.ie/aboutus/councildepartments/financeandit/>

Major plans for Capital Expenditure
<http://www.dlrcoco.ie/aboutus/councildepartments/transportation/findit/statusofmajorroadschemes/>

<http://www.dlrcoco.ie/aboutus/councildepartments/wateranddrainage/findit/capitalschemes/>
2. Budgets- <http://www.dlrcoco.ie/media/media,12336,en.pdf>

Details of funding/sponsorship from to be published in the near future.

E. Procurement (Click on Procurement for Information on the Items below.)

How we spend: Information relating to how we procure goods and services

FOI bodies provide the following details in this section:

1. Procurement policies–
2. A link to all current tender competitions on the eTenders website - [Welcome to the eTenders procurement website](#)
3. Public contracts awarded including contract type, contractor, value, award date, duration and brief description (tabular format) over €10k for ICT and over €25k for other contracts – awards to be updated monthly from Publication Date

Details of public contracts awarded from 14/04/16 to be published in the near future.

F. FOI Disclosure Log and Other Information to be Published Routinely

Other information:

1. FOI Disclosure Log
Details of FOI Disclosure Log from 14/04/16 to be published in the near future.
2. Reports
3. Commercial publications and relative charges Library Publications

4. Information held by the body which is sought regularly - <http://www.dlrcoco.ie/newsevents/latestnews/>

Further Information:

For more information on the Publication Scheme please contact the FOI Office at (01) 2047053 or email foi@dlrcoco.ie

14th April, 2016.