



## Dún Laoghaire-Rathdown Publication Scheme under Freedom of Information Act, 2014.

### **Introduction**

Dún 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 came into effect on the 14th of 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, Dún Laoghaire-Rathdown County Council shall have regard to the public interest in:

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

### **Scheme Format and Access**

The Scheme is web based with links 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 Dún 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 Dún Laoghaire-Rathdown County Council**

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

1. Establishment of organisation – [About Dún Laoghaire-Rathdown County Council](#)
2. Roles - [Local Government Principles Sector Framework](#)
3. Responsibilities - [Local Government Principles Sector Framework](#)
4. Functions - [Local Government Principles Sector Framework](#)
5. Governance arrangements - [Your Local Councillors](#)
6. Management arrangements - [Management Team Dún Laoghaire-Rathdown County Council](#)
7. Corporate Plan and Strategies – [Corporate Plan](#) / [Service Delivery Plans](#)
8. Annual Report – [Annual Reports Dún Laoghaire-Rathdown County Council](#)
9. Organisation Structure - [Management Team](#)
10. [Pay/Grading Structures](#)
11. Locations and contact details for the organization [Contact Details Dún Laoghaire-Rathdown County Council](#)
12. Links to agencies/other bodies under Dun Laoghaire Rathdown County Council's remit – None at this time
13. Details of Service Level Agreements / Memoranda of Understanding
  - Dún 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 wastewater services in partnership with Irish Water.
  - Dún 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 - [Customer Charters Dún Laoghaire-Rathdown County Council](#)

15. Codes of Practice/Guideline – [Media](#)

**B. Services Provided or to be provided to the Public**

The services we offer details of functions and services that Dún Laoghaire-Rathdown County Council provides and the decision-making process - [Services](#)

1. Review or appeal rights relating to such services –

[Customer Service Plan](#)

[Official Complaints Procedure](#)

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 Dún Laoghaire-Rathdown County Council - [Media](#)
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 – [Finance](#)  
Major plans for Capital Expenditure – [Public Spending Code](#)
2. Budgets- [Annual Budget](#)

## **E. Procurement**

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

FOI bodies provide the following details in this section:

1. Procurement policies - [Procurement Dún Laoghaire-Rathdown County Council](#)
2. A link to all current tender competitions on the eTenders website - [e-tenders 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 - [Disclosure Logs](#)
2. Reports
3. Commercial publications and relative charges Library Publications

4. Information held by the body which is sought regularly - [Latest News](#)

**Further Information:**

For more information on the Publication Scheme please contact the FOI Office at (01) 2054700 or email [foi@dlrcoco.ie](mailto:foi@dlrcoco.ie)